

DRAFT
Saint Christopher Parish Finance Council
Meeting Minutes
May 19, 2020

Members Present: Ron Lease (Chairman), Laura Zakrzewski (Bookkeeper), Jim Vesely, Jim Delaney, Fr. Scott Emerson and Ken Kenyon (via Zoom; Secretary)

Call to Order: at 5:30 pm

Opening prayer: by Father Scott.

Review and Approval of Minutes: The minutes of the last meeting (April) were reviewed and a motion for approval was made by Jim V., seconded by Ken, and approved by the Council.

Profit/Loss Review: The July-April P/L report was reviewed.
 A summary follows:

July, 2019-Apr, 2020	Actual	Budget
Total Income	\$581,365#	478,297
YTD expenses were as follows:		
Salaries	176,803	192,117
Fringe Benefits	66,575	93,155
Liturgical	20,208	15,188
Administration	40,278	38,123
Operations & Maintenance	69,775	67,740
Rectory Expense	6,393	3,897
Religious Ed K-8	7,230	8,776
Youth Ministry	-3,359	4,254
Adult Faith	1,040	6,668
Outreach/social services	4,840	10,542
Depreciation	0*	0
<u>Total Expenses</u>	<u>389,782</u>	<u>440,460</u>
Net Income	191,584	37,837
Other Expenses		
<u>Parish Assessment</u>	<u>27,183</u>	<u>30,202</u>
Net Income after Assessment	164,401	7,635
Adjusted Net Income (without restricted donations)	-45,327	

Notes:

Restricted donations of \$209,728 are included.

* Depreciation is not charged until the end of the Fiscal Year.

Laura noted that the offertory has been very good lately. Ken speculated that some parishioners are donating some of their Stimulus Grants.

We have received up to \$53,000 from the PPP program. The amount will depend on the amount of our salary expenses. We do not have to pay back the amount paid out for salaries.

Jim D. asked if we were still buying flowers eventhough there are no open Masses. The flowers had already been ordered. The church looked very nice for Holy Week and Easter Masses on video.

Father noted that Masses will be opened for Pentecost.

Other Business:

Donations Charts The donations charts confirm Laura's comment on our recent income. The Offertory chart shows that the week of 4/20-26 had our highest weekly income in the last four years, outside of Christmas and Easter collections.

2020-21 Budget Planning

Laura provide a proposed budget based on staff requests. The summary also includes the P&L through April of this year and the current annual budget. Many thanks to Laura and the staff for putting this together.

The budget for flowers has been increased to \$2500.

The Youth Ministry Director salary has been increased to full time, though no decision to actually do this has been made yet.

James has asked for \$4000 for musicians, including an accompanist for 9 am Masses. Also \$1000 for printed worship aids and \$1,000 for speakers in the loft so the choir can hear themselves. Jim D. still feels that we could save money on the music by getting students from the UW. Father Scott noted that James is very well respected for his music abilities throughout the Diocese. Ken commented that the music during Holy Week was very good.

We will receive over \$24,000 in rebates from the Priests for Our Future this year. We expect only \$1,600 next year.

There were several questions related to the Pastor change. Fr. Scott said the Fr. Rob Butz will not have time to look at any budget issues before he arrives so we should just go ahead with our plan. If salary increases were planned to start July 1, they should go ahead without waiting for Fr. Rob.

Before Fr John left he paid the Parish for the computer and snowblower that we got him.

Ken asked Fr. Scott if the Evangelization program will involve any additional costs. He thought not as the first year will mostly be developing plans.

The proposed budget includes \$3,800 for improved Religious Education leader development.

Ken said that he was uneasy with the \$101,000 deficit that this plan includes. That is almost double the planned deficit of the current year. He recommended that we challenge the Stewardship Committee to come up with a plan to increase the donations by that amount so that we can have a balanced budget. He recalled that Dave Chodorowski thought that it looked very bad to have a planned deficit for even \$50,000. Fr. Scott noted that Maria Goretti has the same issue, but includes special donations in their budget so they don't show a planned deficit. We have thought that it is risky to plan on the special donations.

We decided to ask each member to review the proposed budget in more detail before our next meeting to identify places to reduce expenses, or increase income, or accept the \$101,000 deficit.

Laura left as budgetary discussions were completed.

St Ambrose Academy

Jim asked Father if any changes in the SAA program were planned in the interim between Pastors. He responded that there would be no changes...the communications and studies would continue. Jim felt that the Leadership Team has been pushing the project to accept St. Ambrose proposals. He said that the Site Committee has been bypassed. Ken felt that this is an exaggeration as the Leadership Team is made up of sincere individuals who are trying to do what is best for the Parish.

Father Scott had to leave at this point.

St. William's

The grading still needs to be done and the window wells are not right. The sump pump pipe needs to be buried and the downspouts need to be fixed. Zander's will take care of all of these

items.

The St William's cemetery still has about \$1200 of work to be done on the road.

Bathrooms The urinal has a crack which Zander's will repair.

Rectory

There is some work that should be done before Fr. Butz arrives: Flooring in the kitchen and porch, a crack in the basement wall, and a sewer leak. Ron will get bids and put in the FY2021 budget.

Closing Prayer: Ron led the Council in a closing prayer

Adjourn: Motion to adjourn: Jim V. Second: Jim D. Approved. The meeting adjourned at 7:00 pm.

Next Regular Finance Council Meeting: Tuesday, June 16 at 5:15 pm in the Fireplace Room.

Respectfully submitted,
Ken Kenyon
Secretary