

St. John the Baptist Parish Finance Council

Minutes for meeting on February 15, 2016

- I. Call to order: Chair John Style 6:30 p.m.
- II. Opening Prayer led by John Style.
- III. ATTENDANCE: Bob Buss, Craig Gezella, Eric Guzowski, John Hanley, Gary Lewins, Dave Withee, Deacon Manny Torres
Absent: Tony Piontek
Guest: Ed Castleton – introduced as a Parishioner attending just out of interest. Ed was warmly welcomed and treated like a member of the Council.
- IV. APPROVAL OF MINUTES: The minutes of the December 14, 2015, meeting were approved, upon motion by Gary Lewins, second by Craig Gezella.
- V. FINANCIAL REVIEW:
 - a. Manny reviewed key financial numbers, observing the Parish is doing very well.
 - b. Script sales are down, believed partly due to lower gasoline prices. Script numbers are not a part of the operating budget, so operations are not affected.
 - c. Rental income is up due to a change in process with GRACE. In this past this was a credit to SJBH payments to GRACE. With the oversight of DPI [due to voucher program], GRACE is now required to make actual rental payments and receive full student support payments. Net effect is no change.
 - d. The financial software from the Diocese continues to operate acceptably.
 - e. Eric observed the “burn the mortgage” event at the volunteer breakfast went well, an observation supported by others.
- VI. REPORTS:
 - a. Bank Reconciliation: Craig reported December & January statements balanced.
 - b. Stewardship: Bob reviewed current activities. Key items: Sharing campaign is about 100 forms behind last year, believed a result of miscommunications of need for statements even if contributions are not changing. The volunteer breakfast 500+ attendance was good number but down from last year. A new Chair is needed for the Welcoming Committee.
 - c. Site Advisory Council: Eric reported teacher contracts for next year are out. SJBH School passed accreditation. The 5th grade received 15 tablets as part of a private donation to GRACE to enhance technology throughout GRACE. SAC is very optimistic

about the Auction with the addition of a car. A new Marketing person is needed. Finally, there was some discussion about electrical capacity of the school. Electrical needs appear to be met with advance planning of usage.

- d. Buildings & Grounds: Gary reported the committee is undertaking activities weekly to prepare the Ministry Center for the upcoming minor remodel. Signed documents from the State have been received and are expected soon from the Village. Goal: remodel completed the week after Spring Break.
- e. Pastoral Council: John Style noted the meeting appeared to go well, but most centered on activities for the Pastoral Council. Eric mentioned there is one item which the Finance Council needs to update on the Long Range Plan. John will include this in the agenda for the next meeting of the Finance Council.
- f. GRACE: John Hanley reported the new on-line enrollment is doing very well with 62% completed, 98% including partial completions. The Financial Appeal has already raised \$104,000 of the \$110,000 goal. It is believed GRACE will reach the 1% School Choice cap, increasing to 18 students.

VII. BUSINESS MANAGER:

- a. Manny reported the big activity right now is the minor renovation to the Ministry Center; details were discussed.
- b. With the pending retirement of the Cemetery grave digger, Manny is pursuing the company which does the winter digging to take over all activity.
- c. Some School boiler problems, covered by the Maintenance Contract.
- d. Three staff positions are now under consideration:
 - i. Director of Faith Formation – due to retirement of Sr. Gretchen.
 - ii. Young Adult Ministry
 - iii. Adult Faith Formation.

VIII. NEW BUSINESS:

- a. Next meeting: Monday, March 21, 2015, 6:30 p.m., Parish Conference Room
- b. May 15: Coffee & rolls after Sunday Masses [w/ Pastoral Council]

IX. CLOSING PRAYER: Led by John Style.

X. ADJOURNMENT: The meeting was adjourned at 7:35 p.m. upon motion by Bob Buss, second by John Hanley and unanimous vote.

Respectfully Submitted
Finance Council Secretary
David Withee