

STA Finance Council Minutes
7:00 PM – March 22, 2022

- 1) **Attendees:** Peter Orazem, John Moore, David Wohlsdorf, Bobby LeBlanc, Susan Winer, Brad Powers, and Scott Blum.
- 2) **Prayer and Minutes:** Scott Blum
- 3) **Review of Budget v. Actuals – July 2021**
 - a. Brad reviewed these briefly, but these were sent ahead of this meeting via email for review by this Finance Council. See attached worksheet.
- 4) **Review of Preliminary STA Budget for FY 2022-23 – Rev. 2.0:**
 - a. Brad briefly touched on this, but these were sent ahead of this meeting via email for review by this Finance Council. See attached worksheet.
 - b. Need to have a better grasp on personnel budget numbers after the sub-committee has completed their evaluation. Brad indicated that once they have those numbers, he will update the budget and send it out to the Finance Council for approval via email.
- 5) **General budget discussion items:**
 - a. The biggest givers to STA are in their 80's or so. Younger people are not keeping pace with past giving, so there is a slight concern about this.
 - b. Generally speaking, the budget is large enough to accommodate the expenses incurred. This is either the result of over-budgeting or STA being good stewards of the budget or both. Likely both.
 - c. We discussed inflation and employee pay growth as it relates to COLA. Peter indicated that the latest inflation number is 7.9% year over year.
 - d. Understanding the budget in the past is helpful, but pandemic times may be hard to predict.
- 6) **Buildings and Grounds Report**
 - a. Scott and Bobby walked the building last Friday with an engineer from KCL Engineering. They looked at mechanical equipment age and condition. Scott then reviewed the report received from The Baker Group a couple years ago to determine what suggestions align between KCL and The Baker Group to lead STA toward implementation of these recommendations. See the attached description of years 1, 2 and out in the future.
 - b. Boilers and water heater need to be replaced.
 - c. Chilled water lines need repaired and inspected.
 - d. May have video cabling to the balcony for a fixed camera.
 - e. Air handling units may be repaired-in-place or replaced, depending on the unit. See attached description.
 - f. We talked about sustainable initiatives and feel that the boiler, water heater and AHU equipment replacements are our best opportunity for this through highly-efficient equipment.
 - g. See the attached breakdown showing building and grounds budget for the coming year.

7) Other Business

- a. Brad asked if anyone would like to become the chair or vice chair on the Finance Council. This is something that will be decided on next month, so please think about volunteering for one of these roles.
- b. Scott indicated that Warren Franke will be the Building and Grounds Chair and will be attending Finance Council meetings on behalf of B&G from April of 2022 to March of 2023.
- c. Hoping to have a student member of the Finance Council, if possible. Riley has done a nice job and it would be helpful to have a student's perspective moving forward.

8) Adjourn

- a. With all agenda items addressed and no further business to conduct at the meeting, the meeting was adjourned.

Preliminary STA Budget for FY 2022-2023 - Rev 2.0

Income					
Ministry/Cost Center	2021/22	2022/23	\$ Change	% Change	Note
Administration	\$ 902,465	\$ 1,078,165	\$ 175,700	19.5%	Money pulled from Capital Improvement fund for HVAC
Development	\$ 130,000	\$ 135,000	\$ 5,000	3.8%	
Faith Formation	\$ 6,475	\$ 10,475	\$ 4,000	61.8%	Driven by additional grant money
Faith Formation (Adult)	\$ 2,850	\$ 4,850	\$ 2,000	70.2%	
Family Life	\$ 5,800	\$ 5,800	\$ -	0.0%	
Liturgy	\$ 1,000	\$ 1,000	\$ -	0.0%	
Campus Ministry	\$ 227,050	\$ 231,050	\$ 4,000	1.8%	Reflects full disbursement from Supple Foundation
Total	\$ 1,275,640	\$ 1,466,340	\$ 190,700	14.9%	

Expense					
Ministry/Cost Center	2021/22	2022/23	\$ Change	% Change	Note
Administration	\$ 248,720	\$ 424,724	\$ 176,004	70.8%	Includes \$195,000 in HVAC repairs
Development	\$ 40,705	\$ 35,000	\$ (5,705)	-14.0%	
Faith Formation	\$ 44,825	\$ 52,545	\$ 7,720	17.2%	Increased contribution to STC to reflect growth of outsourced Middle and High School Programs
Faith Formation (Adult)	\$ 20,920	\$ 22,920	\$ 2,000	9.6%	
Stewardship	\$ 2,700	\$ 2,700	\$ -	0.0%	
Family Life	\$ 15,156	\$ 15,035	\$ (121)	-0.8%	
Liturgy	\$ 13,645	\$ 14,000	\$ 355	2.6%	
Social Justice	\$ 51,004	\$ 51,004	\$ -	0.0%	
Campus Ministry	\$ 137,867	\$ 180,800	\$ 42,933	31.1%	Driven primarily by desire to expand speaker program and increase outreach to Greek community
Personnel	\$ 635,098	\$ 597,271	\$ (37,827)	-6.0%	Placeholder - will incorporate input from Personnel Committee
Total	\$ 1,210,640	\$ 1,395,999	\$ 185,359	15.3%	

Net Income \$ 65,000 \$ 70,341

St. Thomas Aquinas Catholic Church and Student Center
Finance Council
Building & Grounds Budget Proposal for Mechanical Improvements
March 21, 2022

Year 1

- Replacement of Boilers and Water Heater = \$175,000
- Replace chilled water piping as needed = \$20,000

Year 2

- Repair-in-place air-handling units #1 and #3 = \$30,000
- Replacement of air-handling unit #2 = \$45,000

Future mechanical equipment costs in year 5:

- Replace AHUs #8, 9, and #10
- Replace AHUs #4 and #12 along with the condensing unit associated with AHU#8

Budget Summary – February 2022

Major Sources of Income

	Feb 2022 (4)	Feb 2021 (4)	Feb 2020 (4)	Feb 2019 (4)	YTD	YTD 2021	YTD 2020	YTD 2019	Budget ANNUAL YTD
Budget envelopes	52,965.60	81,803.15	67,605.51	57,362.00	547,645.60	578,854.24	553,837.60	540,411.60	836,405.00 618,939.00
Offertory	2,522.50	299.00	5,565.80	5,829.25	24,798.82	3,372.60	54,631.47	60,692.88	40,000.00 25,600.00
Alumni	8,640.00	2,945.00	3,650.00	-1,515.00	61,237.38	116,058.22	60,769.69	65,238.00	90,000.00 58,500.00
Other parishes	500.00	900.00	0.00	-160.00	6,075.20	4,800.25	6,478.57	4,692.12	5,000.00 3,300.00
Parents	1,150.00	995.00	475.00	315.00	25,823.71	31,650.00	13,745.00	20,575.00	35,000.00 21,000.00
Endowment [salary]	0.00	0.00	0.00	0.00	80,000.00	32,500.00	65,000.00	60,000.00	178,000.00 89,000.00

TOTAL PARISH INCOME

66,068.15	136,513.96	84,765.44	71,358.52	766,855.94	927,517.29	821,455.54	857,095.92	1,275,640.00
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TOTAL PARISH EXPENSES

112,537.22	99,346.62	99,362.83	107,490.28	680,769.04	684,662.73	804,527.38	834,522.59	1,210,640.00
<i>-46,469.07</i>				<i>86,086.90</i>				

St Thomas Aquinas Catholic Church
Budget Report-Parish Fund
 July 2021 through June 2022

	Feb 2022		Year-To-Date		Annual	
	Actual	Budget	Actual	Budget	Budget	Remainder
Income						
10-Administrative Income	55,588.10	62,572.00	584,899.01	656,395.00	902,465.00	317,565.99
15-Development Income	10,290.00	6,650.00	95,636.29	82,800.00	130,000.00	34,363.71
20-Faith Formation Children Income	0.00	136.00	1,280.00	6,155.00	6,475.00	5,195.00
25-Faith Formation Youth Income	0.00	0.00	0.00	0.00	0.00	0.00
30-Faith Formation Adult Income	0.00	398.00	0.00	1,510.00	2,850.00	2,850.00
35-Campus Ministry Income	100.00	3,880.00	83,591.00	113,026.00	227,050.00	143,459.00
40-Stewardship Income	0.00	0.00	0.00	0.00	0.00	0.00
45-Parish Family Life Income	0.00	464.00	575.00	3,944.00	5,800.00	5,225.00
50-Liturgy Income	90.05	80.00	874.64	680.00	1,000.00	125.36
55-Service & Justice Income	0.00	0.00	0.00	0.00	0.00	0.00
Total Income	66,068.15	74,180.00	766,855.94	864,510.00	1,275,640.00	508,784.06
Expense						
PERSONNEL EXPENSES	62,239.82	55,107.95	380,440.09	465,892.38	635,098.00	254,657.91
GENERAL EXPENSES	2,420.59	1,764.00	19,232.85	20,096.00	40,950.00	21,717.15
OFFICE EXPENSES	2,483.18	2,742.00	13,133.97	20,957.00	32,095.00	18,961.03
BUILDING EXPENSES	33,381.21	13,454.00	108,630.48	112,844.00	175,675.00	67,044.52
15-Development Expenses	188.74	213.00	15,761.57	28,383.00	40,705.00	24,943.43
20-Faith Formation Children Expense	0.00	642.00	1,853.82	11,254.00	13,825.00	11,971.18
25-Faith Formation Youth Expense	0.00	0.00	15,500.00	15,500.00	31,000.00	15,500.00
30-Faith Formation Adult Expense	-16.35	1,966.00	4,067.00	14,953.00	20,920.00	16,853.00
35-Campus Ministry Expenses	7,128.38	12,966.00	81,633.04	96,643.00	137,867.00	56,233.96
40-Stewardship Expense	0.00	216.00	354.24	1,836.00	2,700.00	2,345.76
45-Parish Family Life Expenses	112.27	1,212.00	1,054.52	10,312.00	15,156.00	14,101.48
50-Liturgy Expense	1,547.54	2,166.00	7,298.85	10,055.00	13,645.00	6,346.15
55-Service & Justice Expense	3,051.84	3,599.00	31,808.61	37,583.00	51,004.00	19,195.39
Total Expense	112,537.22	96,047.95	680,769.04	846,308.38	1,210,640.00	529,870.96
Net Income	-46,469.07	-21,867.95	86,086.90	18,201.62	65,000.00	(21,086.90)