

STA Finance Council MINUTES of Virtual Team Meeting:

June 10, 2020

Present: David Wohlsdorf, John Moss, Reilly Smidt, John Stein, Warren Franke, Bobby LeBlanc; Sue Winer.

Prayer (Minutes) [Warren Franke](#)

Status of 2019-2020 budget and forecast for year-end based on impact of Corona virus- [Bobby](#)

Bobby indicated that we should be in the black with a guesstimate of \$180,000. These are likely due to (1) reduced expenses with less spending by staff, (2) better-than-expected giving by parishioners, and (3) the paycheck protection loan covered 8 weeks of salaries. As such, it's good that we did not ask for a Supple Endowment grant to cover expenses. Bobby asked Net to start keeping track of COVID-19 – related expenses.

Selection of chair and Vice chair for next fiscal year [Bobby](#)

After due consideration of several possible candidates, John Moss agreed to continue to serve as Chair for one more year. Reilly Smidt agreed to serve as Vice Chair.

How to recruit new members to Council [John Moss](#)

We discussed several candidates. Sue Winer agreed to join the Council. John Moss will ask 4 candidates and hope we get 2. Warren will ask Gene Noem, as a rep for the Supple Endowment Board.

Proposal for severance pay for Joe Leisz [John Moss](#)

We agreed with the Pastoral Council's decision to give Joe one month's pay, partly because of the pandemic-related challenges in finding new employment and partly because Joe did not take his 2+ weeks of paid vacation

Comments/Discussion on Development Committee [John Stein](#)

There's been quite a bit of communication between Fr. Kyle and STA councils/committee re Development-related issues. Considerable considerations given to how to "move forward" in new fiscal year (e.g., letters to parents and parishioners, keeping database for 1 more year). The newsletter to parents and parishioners will be re-instituted in July and will include a "why I give" section.

Buildings and Grounds Report Warren

Three projects are in-the-works: (1) student lounge renovation is still in planning stages, (2) replacing retaining wall on north side of church is also in the planning stages, and (3) correcting brick spalling issue on north side is underway. A 4th issue, replacing rusted HVAC piping, is completed.

Questions were raised as to how to do a better job at anticipating these kinds of maintenance issues. Warren's response was that this is very challenging to do (e.g., HVAC piping was hidden by asbestos-impregnated insulation) but he'll share this concern with the B&G Committee. He'll also share the current forecast/planning document with the Finance Council.

Review brainstorm ideas from last meeting for increasing future income .

Comments on Offertory improvement webinar John Moss

John M and David W shared insights gleaned from the webinar. Current donors are more prone to donate more than non-givers in parish; therefore, start with them. Keep donors engaged via regular communications and also ask them to move to electronic giving. "Nothing beats a personalized letter." John M will send list of idea to Fr. Kyle to consider and will send webinar link to rest of Finance Council to review.

Review/update policy on "Designated Giving" based on past discussions. Bobby

Tabled until next meeting due to length of this meeting.

Future Agenda items: Review Finance Council norms, competitive salary review, Review policy "Parish fund raising & sale policy"

Next Meeting:

Normally don't meet in July. But we will, on July 28 (4th Tuesday of month, as usual)

Prayer/Minutes:

Dave W. agreed to do these along with setting up Teams meet.

Budget Summary May 2019

Major Sources of Income

	May 2020 (4)	May 2019 (4)	May 2018 (4)	May 2017 (5)	YTD	YTD 2019	YTD 2018	YTD 2017	Budget ANNUAL YTD
Budget envelopes	57,349.87	60,933.00	62,918.25	71,382.43	760,438.87	747,586.51	757,722.50	775,273.03	773,195.00 726,803.00
Offertory	20.00	5,801.26	3,669.66	5,652.03	58,877.93	83,594.89	69,525.98	65,240.16	72,500.00 67,425.00
Alumni	14,016.33	1,414.50	190.00	290.00	94,221.02	74,975.06	71,805.72	105,910.11	150,000.00 150,000.00
Other parishes	0.00	0.00	81.48	200.00	7,053.57	5,742.12	6,738.01	5,017.70	5,000.00 5,000.00
Parents	9,686.00	3,757.50	235.00	350.00	40,563.00	33,740.00	11,495.00	24,810.00	50,000.00 50,000.00
Endowment [salary]	0.00	0.00	0.00	0.00	30,000.00	60,000.00	50,000.00	50,000.00	61,000.00 61,000.00
Endowment [CM]	0.00	0.00	0.00	0.00	30,000.00	60,000.00	35,000.00	35,000.00	61,000.00 61,000.00

TOTAL PARISH INCOME

82,322.20	115,954.26	95,345.82	101,079.23	1,227,853.11	1,234,190.90	1,525,235.61	1,288,920.26	1,379,770.00
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TOTAL PARISH EXPENSES

76,950.17	102,103.88	124,422.48	98,534.37	1,066,907.82	1,154,906.60	1,465,800.44	1,100,014.28	1,379,770.00
5,372.03				160,945.29				

St Thomas Aquinas Catholic Church
Budget Report-Parish Fund
 July 2019 through June 2020

	May 2020		Year-To-Date		Annual	
	Actual	Budget	Actual	Budget	Budget	Remainder
Income						
05-Personnel Income	67,250.00	30,500.00	164,500.00	61,000.00	61,000.00	-103,500.00
10-Administrative Income	58,589.87	54,650.00	866,026.76	872,895.00	933,370.00	67,343.24
15-Development Income	23,702.33	13,000.00	141,837.59	223,000.00	243,000.00	101,162.41
20-Faith Formation Children Income	0.00	80.00	5,038.31	7,620.00	7,700.00	2,661.69
25-Faith Formation Youth Income	0.00	0.00	0.00	0.00	0.00	0.00
30-Faith Formation Adult Income	0.00	148.00	296.44	2,702.00	2,850.00	2,553.56
35-Campus Ministry Income	0.00	30,500.00	46,035.65	93,050.00	123,050.00	77,014.35
40-Stewardship Income	0.00	0.00	0.00	0.00	0.00	0.00
45-Parish Family Life Income	30.00	464.00	3,151.75	5,336.00	5,800.00	2,648.25
50-Liturgy Income	0.00	240.00	966.61	2,760.00	3,000.00	2,033.39
55-Service & Justice Income	0.00	0.00	0.00	0.00	0.00	0.00
Total Income	149,572.20	129,582.00	1,227,853.11	1,268,363.00	1,379,770.00	151,916.89
Expense						
PERSONNEL EXPENSES	56,054.44	70,276.80	642,724.85	709,648.20	772,170.00	129,445.15
GENERAL EXPENSES	2,093.06	3,065.00	28,063.73	36,437.00	37,400.00	9,336.27
OFFICE EXPENSES	396.74	1,935.00	13,100.28	22,331.00	24,750.00	11,649.72
BUILDING EXPENSES	10,288.67	12,394.00	153,409.78	150,654.00	179,075.00	25,665.22
15-Development Expenses	991.78	2,570.00	17,468.69	70,785.00	72,705.00	55,236.31
20-Faith Formation Children Expense	37.23	721.00	8,902.03	13,870.00	14,805.00	5,902.97
25-Faith Formation Youth Expense	0.00	0.00	31,000.00	31,000.00	31,000.00	0.00
30-Faith Formation Adult Expense	219.85	1,592.00	11,061.49	21,457.00	22,820.00	11,758.51
35-Campus Ministry Expenses	5,260.95	12,230.00	99,202.20	130,072.00	137,050.00	37,847.80
40-Stewardship Expense	0.00	216.00	685.26	2,488.00	2,700.00	2,014.74
45-Parish Family Life Expenses	-235.87	1,467.00	6,200.26	16,880.00	18,346.00	12,145.74
50-Liturgy Expense	107.42	871.00	11,117.72	15,925.00	17,335.00	6,217.28
55-Service & Justice Expense	3,173.46	3,039.00	45,409.09	46,576.00	49,614.00	4,204.91
Total Expense	78,387.73	110,376.80	1,068,345.38	1,268,123.20	1,379,770.00	311,424.62
Net Income	71,184.47	19,205.20	159,507.73	239.80	0.00	-159,507.73