

**STA Finance Council MINUTES**  
**Virtual Meeting 28 July 2020 7:00 PM**

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**Attendees:** John Moss, Dave Wohlsdorf, Bobby LeBlanc, John Stein, Reilly Smidt, Brad Powers, Sue Winer,

**Not present:** Warren Franke, John Kubik

**Guests:** Ray Murray, Bob Bourne, Gene Noem, Carl Bern, Joe Weyers

**Prayer** [Dave Wohlsdorf](#)

**Welcome of new members Sue Winer and Brad Powers** [John Moss](#)

Welcome! We thank you for your time to have you join.

**Faith Formation Proposal** [Joe Weyers](#)

Finance council approves the request steps 1-4. Before step 5 (solicit potential donations), the plan must be reviewed with Bobby (and approved by finance council).

**Review columbarium expansion proposal. See email attachments from Bobby** [Ray Murray](#), [Bob Bourne](#)

Proposal to build additional columbarium for finance council consideration. Expect to sell out remaining space in existing columbarium sometime in the next year. "B" is currently the leading option. No money is being requested as this can be paid from the existing funds. Pastoral council is the group to make decision to build. Finance council role is to approve spending the money after Pastoral Council approval of the plan. Building and grounds does NOT support the building of another columbarium and are focused to not "clutter" the prayer garden. Finance council would not have any reason to not approve this from financial perspective.

**Review of 2019-2020 budget vs actuals**

- **Administration** [Warren Franke](#)
- **Stewardship** [Warren Franke](#)
- **Campus Ministry** [Dave Wohlsdorf](#)
- **Liturgy** [Dave Wohlsdorf](#)
- **Development** [John Stein / Sue Winer](#)
  - Sue shared the newsletter has recently been sent out. She is also closely following giving based on different channels. Sue will be working as "development coordinator" 10-15 hours per week.
- **Faith Formation-Adult & Children** [Robert Stoker](#)
- **Personnel** [John Moss](#)
- **Parish Life** [Reilly Smidt](#)
- **Service and Justice** [Reilly Smidt](#)

**Comments on fiscal year 2019-2020 financial results.** [Bobby](#)

[Payroll Protection Program](#) monies have not been used.

PPP was like an insurance policy which also allowed for deferment of \$30k from [Supple Endowment fund](#).

**Where to put 2019-2020 surplus- Capital fund or Operating reserve fund?** [John Moss](#)

Add surplus to the [Capital Improvement Fund](#) to use if needed in student lounge renovation. This was approved.

**How to review monthly Financial results for 2020-2021? Same process as last year? Different process?** [John Moss](#)

Suggested that we continue as we did last year (assign people to different portions of the budget). This will continue for the coming financial year. At next month's meeting we will review the different segments of the budget and assigned council members. We also agreed to not have graphs completed as they have little value compared to the investment of time to create them.

**Comments on 2020-2021 finances looking forward. If giving is down and if expenses are normal or up what budget changes could be considered to keep the budget in line** [John Moss](#)

[At next meeting we need to prioritize what expenses we would recommend to reduce IF expense reductions are needed.](#)

**Buildings and Grounds Report** ~~[Warren Franke](#)~~ [Carl Bern](#)

[Upcoming topic is the retaining wall – architecture firm has developed bid documents – Building and Grounds needs to decide if/when to proceed with this project.](#)

**Preliminary discussion. Input to Father Kyle to "identify the top 3 or 5 priorities suggested by the finance council for increasing revenue and maybe a general philosophy on fund raising". Continue review at next meeting. (See attachment)** [John Moss](#)

[Reference many emails that have been shared thoughts on the topic. Council discussion focused on top four ideas – all of which are focused on communication – both what and how we communicate. At our next meeting we will conclude the conversation and conclude what we will share with Father Kyle. May need to make this more actionable. May need to create a new stewardship group to take on this challenge.](#)

**Future Agenda items: Review/update policy on “Designated Giving” based on past discussions. Review Finance Council norms, competitive salary review, and “Parish fund raising & sale policy**

**August Meeting:** [August 25, 2020](#)

**Prayer/Minutes:** [Reilly](#)

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

	June 2020		Year-To-Date		Annual	
	Actual	Budget	Actual	Budget	Budget	Remainder
<b>Income</b>						
05-Personnel Income	0.00	0.00	30,000.00	61,000.00	61,000.00	31,000.00
10-Administrative Income	79,631.41	60,475.00	945,658.17	933,370.00	933,370.00	-12,288.17
15-Development Income	7,834.69	20,000.00	149,672.28	243,000.00	243,000.00	93,327.72
20-Faith Formation Children Income	0.00	80.00	5,038.31	7,700.00	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	2,850.00	2,850.00	2,553.56
35-Campus Ministry Income	29,950.00	30,000.00	75,985.65	123,050.00	123,050.00	47,064.35
40-Stewardship Income	0.00	0.00	0.00	0.00	0.00	0.00
45-Parish Family Life Income	30.00	464.00	3,181.75	5,800.00	5,800.00	2,618.25
50-Liturgy Income	21.00	240.00	987.61	3,000.00	3,000.00	2,012.39
55-Service & Justice Income	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Income</b>	<b>117,467.10</b>	<b>111,407.00</b>	<b>1,210,820.21</b>	<b>1,379,770.00</b>	<b>1,379,770.00</b>	<b>168,949.79</b>
<b>Expense</b>						
PERSONNEL EXPENSES	70,410.64	62,521.80	713,226.61	772,170.00	772,170.00	58,943.39
GENERAL EXPENSES	2,299.57	963.00	30,363.30	37,400.00	37,400.00	7,036.70
OFFICE EXPENSES	2,243.48	2,419.00	15,343.76	24,750.00	24,750.00	9,406.24
BUILDING EXPENSES	28,906.37	28,421.00	182,316.15	179,075.00	179,075.00	-3,241.15
15-Development Expenses	3,212.56	1,920.00	20,681.25	72,705.00	72,705.00	52,023.75
20-Faith Formation Children Expense	1,048.38	935.00	9,950.41	14,805.00	14,805.00	4,854.59
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	243.36	1,363.00	11,304.85	22,820.00	22,820.00	11,515.15
35-Campus Ministry Expenses	3,724.78	6,978.00	102,926.98	137,050.00	137,050.00	34,123.02
40-Stewardship Expense	0.00	212.00	685.26	2,700.00	2,700.00	2,014.74
45-Parish Family Life Expenses	1,440.61	1,466.00	7,640.87	18,346.00	18,346.00	10,705.13
50-Liturgy Expense	139.70	1,410.00	11,257.42	17,335.00	17,335.00	6,077.58
55-Service & Justice Expense	4,238.13	3,038.00	49,647.22	49,614.00	49,614.00	-33.22
<b>Total Expense</b>	<b>117,907.58</b>	<b>111,646.80</b>	<b>1,186,344.08</b>	<b>1,379,770.00</b>	<b>1,379,770.00</b>	<b>193,425.92</b>
<b>Net Income</b>	<b>-440.48</b>	<b>-239.80</b>	<b>24,476.13</b>	<b>0.00</b>	<b>0.00</b>	<b>-24,476.13</b>

# Budget Summary June 2020 Fiscal Year-End

## Major Sources of Income

	June 2020 (Covid)	June 2019 (4)	June 2018 (4)	June 2017 (4)	YTD	YTD 2019	YTD 2018	YTD 2017	Budget ANNUAL YTD
Budget envelopes	76,615.15	63,469.64	59,941.00	60,179.93	837,054.02	811,056.15	817,663.50	835,452.96	773,195.00 773,195.00
Offertory	409.33	3,869.59	3,419.09	4,487.19	59,287.26	87,464.48	72,945.07	69,727.35	72,500.00 72,500.00
Alumni	4,800.00	6,460.00	21,360.00	625.00	99,021.02	81,435.06	93,165.72	106,535.11	150,000.00 150,000.00
Other parishes	2,484.69	1,244.08	60.49	1,620.15	9,538.26	6,986.20	6,798.50	6,637.85	5,000.00 5,000.00
Parents	550.00	440.00	6,170.00	195.00	41,113.00	34,180.00	17,665.00	25,005.00	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

117,467.10	122,725.21	114,910.84	75,385.03	1,210,820.21	1,356,916.11	1,640,146.45	1,364,305.29	1,379,770.00
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### TOTAL PARISH EXPENSES

117,907.58	148,555.70	172,234.59	178,520.20	1,186,344.08	1,303,462.30	1,641,467.24	1,278,534.48	1,379,770.00
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*-440.48*

*24,476.13*

**QUESTIONS?** Contact **Net Larson**, parish financial secretary [net@staparish.net](mailto:net@staparish.net); **John Moss**, Finance Council chair [jem Moss@yahoo.com](mailto:jem Moss@yahoo.com); or **Bobby LeBlanc**, parish business manager [bobby@staparish.net](mailto:bobby@staparish.net)