

STA Finance Council Minutes
August 24, 2021

1) Prayer (Minutes)

Peter Orazem

2) Review of Budget v. Actuals – July 2021

Personnel: STA switched from monthly to bi-monthly payroll in July. As a result, the payroll numbers lag a bit as wages from July 16-31 will be paid on August 1.

Administration:

- Bank Fees (Line 24) are negative because we moved from We Share to Realm - the fees were booked in June but will actually be paid in August (different invoicing cycles)

- Realm (Line 37 "PDS Cloud Storage") provided a credit for the difficulties we had with converting from the old system to the Realm. In future reports this will be titled Realm

Development: We did not have the summer newsletter (Line 19 STA in Touch), meaning that number is under budget

Faith Formation Children: We did not have vacation bible school at STA this year (Line 32), meaning that number is under budget as well

3) FY 2020-2021 Surplus Allocation

- a. Bonus Proposal: Proposed amount was \$16,000. With employer taxes, the final amount was \$17,224.00 and the Capital Improvement allotment was adjusted accordingly. With this final adjustment, the surplus was allocated as follows:

\$17,224.00 – One time bonus

\$74,166.74 – Capital Improvement (originally \$75,390.74)

\$50,000.00 – Operating Reserve (Parish Strategic Planning)

\$118,500.00 – Operating Reserve (Personnel Reserve)

4) STA Personnel Committee

- Currently have an informal group of parishioners who have been assisting Fr. Kyle with personnel matters (Betty Horras, Dave Wohlsdorf and Dan Topf).
- Pastoral Council is working on HR matters including updating staff handbook and formalizing the committee.
- Committee scope likely will be consistent with the informal group's activities – informing on best practices, forming search committees and strategy.
- Finance Council voted unanimously to appoint Dave Wohlsdorf as its representative on the Personnel Committee

5) Social Justice Request

- Dave Dirks and Bob Bourne presented on behalf of the Social Justice Committee. They presented a plan to purchase up to \$56k of solar packs from the Ames Solar Farm. Under the plan, STA would agree to match donations from parishioners donations for the project. Matching donations would not exceed \$28k.

- The Finance Council requested more detailed information be provided via e-mail and agreed to discuss the proposal further once the information had been provided.

6) Buildings and Grounds Report

- We anticipate significant work will be required on the building's HVAC systems. An assessment has been conducted and we are waiting on the report to determine anticipated costs and projected timelines for incurring those costs.

7) Other Business

- No other business was identified.

8) Adjourn

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

Next Meeting:

- **Virtual, with Dave Wohlsdorf providing the prayer and recording minutes.**

Tabled Items:

- **Combination of Giving Policies**

Brad and Bobby