

STA Finance Council
Meeting Minutes
September 24, 2019

Prayer (Minutes) [Greg Forbes](#)

Present: John Braden, Dave Wohlsdorf, John Stein, John Moss, Greg Forbes

Review of Monthly/YTD budget vs actuals and Overall Financial Status

- Administration Robert Stoker/Warren Franke
- Campus Ministry Greg Forbes/Dave Wohlsdorf
 - Retreat expense did not appear on August report, but should show up on September
- Development Robert Stoker/John Stein
 - Alumni gifts are continuing to come in. Some are monthly and some are from personal gifts.
 - Some parent gifts are starting to come in. the mailing went out the 1st of September
 - Newsletter: Joe did not get the summer issue completed, so he has moved on to the fall publication
- Faith Formation-Adult & Children Kim Greder/Charlotte Dougherty
- Liturgy Greg Forbes/Dave Wohlsdorf
 - Low expenditures
- Personnel John Moss
 - Priest Insurance and Retirement expenses are once a year in January, we will adjust in next years budget
 - We currently do not have a part time assistant for development or parish council
- Parish Life Jenny Lawrence/John Stein
- Service and Justice Kimberly Hurd/ John Stein
- Stewardship Warren Franke/Kimberly Hurd
- Overall financial status comments Greg Forbes
 - We evaluated the Envelope income. While we are not overly concerned at this time, we want to watch this
 - We will begin to produce the line charts again for future months

Status of Operating Reserve Policy

- This has been approved by the Pastoral Council
- This will be posted on the STA website

Comments/Discussion on new Development Committee

- Still under discussion. John will provide an update as the discussion progresses

Meeting with Net [Warren Franke](#)

- Topic 1: The monthly reports, as they currently exist, do not create a large burden. She will continue to provide these reports
- Topic 2: Do we need to continue receiving such detailed reports on a monthly basis?
 - We want to continue to receive the detailed monthly reports
 - The council feels it is our responsibility to monitor this budget on a regular basis. We understand that forecasts can be in error over time, but regular monitoring will allow us to keep the parish council informed
- Topic 3: The Council will continue its efforts to monitor individual sections of the budget, with each member concentrating on one or two areas
- Topic 4: Does the Council support zero based budgeting?
 - The Council will continue to discuss this topic, but we feel there could be improvement on justifying expenditures based on our parish mission
- Topic 5: Personnel oversight?
 - This topic was held for future meeting allowing for further review of the charter of the Council

Buildings and Grounds Report

- Windows will be done in a few weeks, no update on the costs or overruns
- The cement walk into the building from the upper parking level has been sinking, causing a trip hazard at the door. Bobby met with Harold Pike and HPC will correct problem at their cost.

Review of parish working funds

- Bobby will review parish working funds with the finance council – he was unable to attend the 9/24 meeting
- The finance Council is interested in understanding who has authority to spend out of each of these funds

Update Finance Council Norms

- We continued our work of reviewing the norms. John Moss took notes on our comments for future council discussions

One-Time Donation list

- Will continue to next meeting

October Meeting: October 22
Prayer/Minutes: Dave

November meeting: we will move meeting up a week to avoid the Thanksgiving holiday
(November 19 at 7pm)

December meeting: We will not hold the meeting due to conflict with Christmas holiday

Budget Summary – August 2019

Major Sources of Income

	August 2019 (4)	August 2018 (4)	August 2017 (4)	August 2016 (5)	YTD	YTD 2018	YTD 2017	YTD 2016	Budget ANNUAL YTD
Budget envelopes	52,636.00	55,654.25	63,926.93	75,507.56	120,524.50	124,020.50	129,158.36	145,919.15	760,000.00 144,400.00
Offertory	5,504.77	6,295.34	6,133.01	5,537.19	10,972.07	12,529.97	10,488.24	8,713.37	72,500.00 8,700.00
Alumni	4,640.00	290.00	1,240.00	27,413.50	7,865.00	9,000.00	1,630.00	33,358.50	130,000.00 0.00
Other parishes	1,479.84	0.00	351.50	202.50	4,033.09	4,000.00	1,351.50	2,264.19	5,000.00 0.00
Parents	1,145.00	215.00	395.00	427.00	2,035.00	290.00	715.00	1,927.00	50,000.00 2,500.00
Endowment [salary]	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	60,000.00 0.00
Endowment [CM]	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	60,000.00 0.00

TOTAL PARISH INCOME

82,452.05	83,096.93	96,630.00	128,245.53	172,449.02	188,277.32	182,781.94	241,174.69	1,424,575.00
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TOTAL PARISH EXPENSES

95,851.37	101,953.39	142,430.05	84,155.67	175,859.37	199,573.00	252,430.35	183,257.58	1,424,575.00
<i>-13,399.32</i>				<i>-3,410.35</i>				

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

	Aug 2019		Year-To-Date		Annual	
	Actual	Budget	Actual	Budget	Budget	Remainder
Income						
05-Personnel Income	0.00	0.00	0.00	0.00	61,000.00	61,000.00
10-Administrative Income	69,416.21	84,908.00	147,352.01	158,401.00	933,370.00	786,017.99
15-Development Income	7,264.84	2,500.00	13,933.09	2,500.00	243,000.00	229,066.91
20-Faith Formation Children Income	939.18	2,525.00	3,939.10	7,610.00	7,700.00	3,760.90
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	0.00	296.00	2,850.00	2,850.00
35-Campus Ministry Income	4,323.15	3,875.00	6,498.15	7,750.00	123,050.00	116,551.85
40-Stewardship Income	0.00	0.00	0.00	0.00	0.00	0.00
45-Parish Family Life Income	295.02	464.00	513.02	928.00	5,800.00	5,286.98
50-Liturgy Income	213.65	240.00	213.65	480.00	3,000.00	2,786.35
55-Service & Justice Income	0.00	0.00	0.00	0.00	0.00	0.00
Total Income	82,452.05	94,660.00	172,449.02	177,965.00	1,379,770.00	1,207,320.98
Expense						
PERSONNEL EXPENSES	57,089.55	62,521.75	113,144.05	122,551.00	772,170.00	659,025.95
GENERAL EXPENSES	686.40	1,415.00	1,935.77	1,726.00	37,400.00	35,464.23
OFFICE EXPENSES	516.24	2,005.00	2,129.77	3,451.00	24,750.00	22,620.23
BUILDING EXPENSES	17,749.47	10,301.00	23,162.57	20,422.00	179,075.00	155,912.43
15-Development Expenses	610.06	7,825.00	1,014.66	10,495.00	72,705.00	71,690.34
20-Faith Formation Children Expense	5,658.31	688.00	5,680.63	6,565.00	14,805.00	9,124.37
25-Faith Formation Youth Expense	0.00	0.00	0.00	0.00	31,000.00	31,000.00
30-Faith Formation Adult Expense	908.09	1,687.00	940.84	2,909.00	22,820.00	21,879.16
35-Campus Ministry Expenses	8,043.85	17,516.00	18,985.24	31,444.00	137,050.00	118,064.76
40-Stewardship Expense	0.00	216.00	0.00	432.00	2,700.00	2,700.00
45-Parish Family Life Expenses	1,114.74	1,467.00	1,378.81	2,934.00	18,346.00	16,967.19
50-Liturgy Expense	242.57	2,531.00	192.87	3,341.00	17,335.00	17,142.13
55-Service & Justice Expense	3,232.09	4,899.00	7,294.16	9,333.00	49,614.00	42,319.84
Total Expense	95,851.37	113,071.75	175,859.37	215,603.00	1,379,770.00	1,203,910.63
Net Income	-13,399.32	-18,411.75	-3,410.35	-37,638.00	0.00	3,410.35