

STA Finance Council  
November Meeting Minutes  
Tuesday, November 27, 2018  
St. Catherine Room

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Members Present: Greg Forbes, Warren Franke, Kim Greder, Bobby LeBlanc, John Moss, and Robert Stoker.

Guest: Net Larson

1. Prayer and Review of October Minutes

- Council meeting began with an opening prayer.
- Last month's minutes were previously shared with the Parish Council
- The Chair (or designated council representative) will now send minutes to fellow Council members (for review) and to the Pastoral Council.
- The Council recognized Bobby Leblanc's spirit of volunteerism and for processing and distributing Council meeting minutes in the past.

2. Budget Explanation:

Net Larson explained the STA budget spreadsheets she maintains.

Discussion points included:

- There is an STA policy that does not allow for overspending. A copy of the policy will be provided to Council members at the next meeting.
- Budget line items are fixed. The transfer of finances between line items is not allowed.
- Recognizing STA's "operating reserve" is available in the event of an unforeseen emergency, Council members agreed to remove the "operating reserve from the budget spreadsheets reviewed by the Council.
- Council members and Ms. Larson both agreed to track income as it becomes available. Endowment income, for example, will be included in the budget as money is received in lieu of providing a monthly estimate.
- Programs not funded by the STA budget (or funds that cannot be used for STA operations) will be reviewed separately in lieu of including them in the budget spreadsheets the Council reviews monthly. Examples include the Love Your Neighbor and Honduras Ministry programs.
- Individual Council members will visit with members of the different programs funded at STA to familiarize themselves with their budget needs and expenditures.

3. STA Employee Benefits
  - This item was to discuss the possibility of providing STA staff with vision insurance.
  - This item was tabled for the next meeting. In the interim the Council Chair will determine if there is process for considering this request.
4. Finance Council Norms
  - The Council Chair will update this document and send it out to Council members for their review and input.
5. Financial Report:
  - This item was skipped as it was covered by Ms. Larson's presentation.
6. TOMS Allocation:
  - This item was tabled for the next Council Meeting
7. Building and Grounds
  - Nothing to report.
8. Next Meeting
  - January 27, 2018 at 7PM.
9. Prayer/Minutes
  - John Moss volunteered to open the next meeting in prayer and to take minutes.