

St. Mary Parish Finance Council
Meeting Minutes – February 12, 2020
5:00 pm – 6:30 pm

Present: Fr. David Burgard, Fr. Kevin Roelant, Recording Secretary Janice Byron, Council Members Mike Hoydic, Jack Ready, Pat Williams, and Dan VanWasshenova

Guests: Julie Dull, Finance Director, Randy Harris, candidate for finance council and Mike Newcomer, Director of Maintenance

- Fr. Kevin opened the meeting with reflection and prayer.
- Official Approval of January 16, 2020 Meeting Minutes.
 - Jack Ready motioned for the formal approval of the January 16, 2020 Finance Council Meeting Minutes. Dan VanWasshenova seconded the motion. All finance council members had received the minutes via email following the January meeting and all council members responded via email with approval of the minutes.
- Financial Update
 - Julie Dull answered questions from council members as they reviewed multiple reports which Julie Dull provided via email prior to the meeting (Budget vs Actual July – January 2020; Budget vs Actual January 2020; Forecast 2019-20 January 31, 2020; Statement of Financial Position January 31, 2020; and St Mary Church Offertory Report January 2020)
 - On the Statement of Financial Position report, Julie Dull will make the following changes:
 - (1) Change the name of account 1205.3 under Capital Projects from Church Doors to Church Boilers and
 - (2) Julie Dull will transfer \$1,606.65 currently in account 1202 Changing Lives Together to the newly named account 1202 Church Boilers
 - Christmas collection 2019 was very healthy, \$25,000 over amount budgeted.
 - There is still a \$10,000 shortfall from the 2018-2019 CSA collection from the parish's obligation set by the Archdiocese of Detroit.

- The school subsidy will be paid over a six month period.
- The Offertory YTD is under budget approximately \$6,000.
- Revenue Enhancement Opportunities
 - Julie Dull is researching options for increasing revenue and discussed three possible options for consideration by finance council
 - (1) Offertory Enhancement Program – an aggressive approach by a campaign.
 - (2) Make Changes to the Offertory Envelopes – a simple approach by slightly changing the offertory envelopes to include options for reoccurring monthly payment options or use of credit card payments. Credit card companies typically charge 2.9%.
 - (3) On Line Giving Programs – Our Sunday Visitor is a company that would be able to set up a program for on-line payments. This type of program is easy to use and is very successful.
- Old Business
 - ACH Electronic Offering
 - The ACH contributions information was published in the Chronical for a second time on January 26, 2020. Since the second publication, five additional families have registered for ACH contributions. Presently, ACH contributions total over \$6,000 in monthly contributions.
 - Financial Report to the Parish
 - The financial summary to was published in the January 26, 2020 Chronicle. Only one financial council member heard feedback regarding the report which was positive.
 - CSA Collection
 - There is still a \$10,000 shortfall for 2018-2019 CSA collection regarding the parish's obligation set by the Archdiocese of Detroit.

- A discussion was held regarding the parish's CSA shortfall and it was determined to have the parish assume the shortfall and close out the 2018-2019 CSA.
 - Julie Dull, finance director, will try to find out when the Archdiocese will announce the parish's CSA obligation for 2020-2021.
 - Julie Dull has requested from the Archdiocese a domain for St. Mary Parish regarding the 2020-2021 CSA collection.
- Building and Maintenance Updates
 - Maintenance on (East) Stained Glass Window
 - Mike Newcomer, Maintenance Director, reported that Thompson Glass has begun work repairing the large stained glass window on the East side of the church.
 - Thompson Glass removed a few sections of the stained glass window and will be repairing the lead.
 - Tension bars supporting the window have been retightened.
 - Church Boilers
 - Mike Newcomer reported that there was recent maintenance repairs made to the church boilers. The boilers were thoroughly cleaned out and minor parts replaced.
 - There are presently three boilers running. One boiler has been down all winter which will need a new motor prior to next winter.
 - Mike Newcomer estimates the present boilers have a three to five year lifespan left on them.
- New Business
 - 2020-2021 Budget

- The parish will request an extension for filing the 2020-2021 budget with the Archdiocese of Detroit
- Future Meeting Dates
 - Due to the conflicts with schedules, there will be no finance council meeting in March 2020.
 - Thurs, April 23, 2020 at 5:00 pm in the Rectory with finance director
 - Thurs, May 28, 2020 at 4:30 pm in the Rectory with finance director to review budget prior to submitting to parish council for approval at the Tues, June 9, 2020 parish council meeting.

Submitted by: Janice Byron