

PARISH FINANCE COUNCIL MEETING SEPTEMBER 5, 2019 - MINUTES

Attendees: Reverend R. Marc Sherlock, Sandy Hipp, Jenny Swigert, Tim Eggleston, Norm Shearer and Kathy Herzog.

Adult Faith Formation led by Father Marc included the Gospel reading and group discussion and prayer.

Agenda Items:

- 1 The 2019/2020 meeting dates were selected: November 7, 2019, January 2, 2020, March 5, 2020, April 2, 2020 and, if needed, May 7, 2020. Members of the Finance Committee will share liaison responsibilities to the Parish Pastoral Council meeting. Sandy will attend the September 2019 PPC meeting as Parish Finance Committee Liaison.
- 2 2019 Festival Snapshot was presented:

INCOME	2019	2018	2017
Raffle Tickets	\$10,771.18	\$10,250.00	\$10,819.00
Cabbage Rolls	\$180.00	\$643.00	\$694.00
Sponsorships	\$2,643.00	\$3,050.00	\$3,728.00
Baskets/Concessions/ Flea Market/MidWay/Games/ Post Festival Food/Drink Receipts	\$31,816.83	\$50,663.14	\$58,896.23
	\$3,664.01	\$3,772.37	\$2,371.04
EXPENSES			
Midway Activities	\$3,328.50	\$14,287.00	\$18,130.00
Entertainment	\$2,150.00	\$6,050.00	\$6,251.39
Security	\$560.00	\$490.00	\$455.00
Raffle Ticket Awards	\$2,477.61	\$2,200.43	\$2,526.00
Food & Drink	\$10,142.80	\$10,953.04	\$10,767.11
Tents/grounds set up/Licensing	\$16,625.60	\$17,030.68	\$15,410.69
Booth&Basket Supplies/Administrative/ Charity Designations		\$1,736.73	\$2,363.78
Total Receipts:	\$49,075.02	\$68,378.51	\$76,508.27
Total Disbursements:	\$35,284.51	\$52,747.88	\$55,903.97
Current NET	\$13,790.51	\$15,630.63	\$20,604.30

- 3 The 2018-2019 Fiscal Year has been closed. Father Marc and the committee members present signed the required signature page concerning year end balances. Supporting documentation included the June 30, 2019 Statement of Financial Position, the eighty three page itemized General Ledger and the June 30, 2019 Bank Statement. Currently preparing the 2018-2019 Fiscal Year End document to the Parish.
- 4 **Highlights from the 2018-2019 Fiscal year were presented:**
 - Non-operating income totaling \$61,421.88 sent to Archdiocesan Savings
 - Operating Revenues covered Operating expenses for the 2018-2019 fiscal year: Op Revenues \$727,913.54
Op Expenses \$711, 285.31
 - St John's reached 94.55% of the 2018-2019 budgeted regular collections.
 - Overall, revenues met or exceeded budgeted figures.
 - Expenses decreased based on need and conscious efforts to eliminate expenditures. These efforts allowed us to provide the Annual Volunteer Appreciation Dinner and absorb the costs associated with the Ordination Anniversary Celebration.
 - Cost saving measures completed during the fourth quarter of the 2018-2019 fiscal year included:
Upgrading of the Facility Alarm system to a cellular system which eliminated the need and cost of two land lines (\$140 per month).
Phone carrier changes decreased phone & internet costs approximately 50%; from \$528.00 per month to \$260.00 per month.

Upgrade to Microsoft 365 at a cost of \$29.08 per month. The staff now has 24/7 access to office programs from multiple devices. Troubleshooting and upgrades are provided by Microsoft, eliminating most service calls and program update purchases through outside tech provider or retailer. In addition, software programs are now consistent through each office. Electronic communication and the ability to share our work with each other is easier and more efficient.

5 Current Fiscal Year Highlights

- Regular Collections through August 30, 2019 totaled \$56,909.80, 74% of budgeted Regular Collections

Previous Years for comparison, same time frame:

15/16	\$69,290.50	92% of Budget
16/17	\$67,700.00	90% of Budget
17/18	\$64,538.00	80% of Budget
18/19	\$72,936.61	95% of Budget

- A second bequest was received for \$29,100.00. It has been forwarded to General Parish CD Savings which now total \$521,354.88.

- 2018/ 2019 CMA UPDATE: 2018/2019 Goal \$21,215.00

129 pledges were received, totaling \$29,150.50

17 % participation

\$25,964.90 has been paid to date

- IFIHIL Campaign Update: Pledges to date total \$560,689.74

92% of Pledges have been paid totaling \$514,934.74

20% Campaign Parish Rebate received to date \$102,986.94

(Campaign rebates are based on satisfied pledges)

Respectfully submitted Kathy L. Herzog 9/8/2019