

St. Stanislaus Parish
Finance Council Meeting Minutes
March 23, 2010 – 4:00 pm

Council Members Present: Fr. George, Rita Borski, Bill Boylan, John Clifford, Bob Hollar, Marg Ostrowski, Tom Mrozinski and Beverly Wasieleski-Financial Secretary.

Council Members Absent: Bill Boston

Liaisons Present: Shirley Berger, Dwaine Habrat, Bob Rogers

1. Opening Prayer – Bob Hollar
2. Minutes of Finance Council Meeting Feb. 23, 2010 approved as presented.
3. Liaison Reports-*Email Report to Council Members*
 - a. Pastoral Council – Bob Rogers
 - *Pastoral Council met on March 16, 2010.
 - *Scheduling for welcomers is difficult to coordinate, so members are asked to come prepared to be greeters at whatever Mass they attend. Wear name tags, extend help to elderly, and those that are not comfortable being greeters are not obligated to do so.
 - *Mass time survey completed, results being tallied by Nancy Chinn-O'Reilly and Bob Rogers. Results will be communicated in bulletin.
 - *Time and Talent forms updated and list of volunteers for ministry will be distributed to committee chairs. A total of 50 forms were returned.
 - *Pastoral Minister, Dwaine, is currently working on developing an instrument to assess the pastoral needs of the parish community.
 - *Pastoral Council soliciting nominations of people to serve on the council.
 - b. Staff – Dwaine Habrat
 - *First quarter staff birthday celebration planned for Mar. 25.
 - *Volunteer Appreciation evening to thank all volunteers at the parish is set for Apr. 30. Staff will help coordinate event.
 - *Parishsoft ConnectNow online accounting program available to all parishes. Bev and Marlene recently completed teletraining and will proceed to transfer over to new system.
 - *Our current server is old and not adequate to handle our computer needs in the office. Our computer tech will set up new system, which will cost approximately \$1,000. Also, will need to install system wide backup and Norton antivirus program for all computers. Finance approved expenses to be paid with Parish Improvement checking.
 - *Staff excited and looking forward to upcoming parish picnic.
 - c. SPACS Commission – Shirley Berger
 - *SPACS Commission meeting held Mar. 4, 2010.
 - *Gail Flag, an early child care director, did evaluation of St. Joseph's school program. Useful recommendations regarding staffing, staff benefits, parent contracts, etc. will be implemented by Aug. 1, 2010.
 - *The subsidy for 2010-2011 is the last year in the old plan to decrease each parish subsidy by 3% annually. A new plan will go into effect for 2011-2012 after data from parishes is obtained and evaluated and the needs of SPACS are determined.
 - *There is currently a spending freeze and there will be no wage and benefit increases for next year.

- *Tuition collection remains problematic and some students will not get their transcripts for college enrollment and some may not return to SPACS until tuition is paid.
- *SPACS Finance Committee is working on 2010-2011 budget. Enrollment is expected to decrease for the upcoming school year, this is expected in all area schools.
- *A committee will be formed to look at the educational partnership as perceived by both SPACS and the parishes.

d. SPACS Finance – John Clifford

- *Cash flow problems resulting from not receiving all donations on a building project.
- *A review will be done case by case with a small amount of families who have sizable tuition amounts in arrears along with the pastor.
- *Jim Dyer wants to spend more time with fundraising efforts so has given some administrative duties to Gregg Hansel.

4. Sub-Committee Reports –*Email Report to Council Members*

a. Financial Report/Budget – John Clifford

- *YTD 8 months actual total revenue is \$604,104 minus market value change and Endowment contributions equals total cash collected of \$557,020; YTD total expenses are \$581,469; this equals a cash needs deficit of minus \$24,449.
- *Year End 6/30/2010 Projection shows total revenue at \$791,014 minus market value change and Endowment contributions equals projected total cash collected of \$743,930; projected total expenses of \$895,694; this equals a projected cash needs deficit of minus \$151,764.
- *The ordinary collections for the last two weekends of Mar. 7 and Mar. 14 have gained about \$5,000 over last year but still \$37,000 behind last year.
- *Idea proposed on how parish could receive 100% profit from gift card program.

b. Building & Grounds – Bob Hollar

- *Summer project to be done after picnic will be to reseal church parking lot. Estimated cost \$8,000 to be paid from Parish Improvement checking.
- *Will assess uneven sidewalks with concrete contractor to determine what needs to be repaired and replaced. Depending on cost, this project could span several years to complete.
- *Will look at rebate offers and get estimates on replacing air conditioning units in church which are around 25 years old. Cost estimates will be reviewed before going ahead on project.
- *Recruit volunteer to take charge of flowers around church sign on front lawn of rectory.
- *Reviewed wheelchair and handicap accessibility seating in church. Decided to remove third pew on right side to adjust the other two front pews to allow more space for walkers and wheelchairs. There will be minimal cost to this project.

c. Memorials – Bill Boston

- *Estate Planning Seminar, May 12, 2010 in Kostka Hall at 6:30 p.m. Other parishes participating are St. Stephen, St. Joseph, St. James, and St. Mary. Presenters are: James G. Firminhac, Vice President of Trust Services at M & I Bank; Rick A Flugaur, Partner at Anderson Law Office; and Andy Gaertner, Director of the Diocesan Stewardship & Development Office. Further information will be sent to the other participating parishes this month. A “target group” letter will be sent out after Easter to St. Stan’s parishioners over the age of 50.

d. Diocesan Annual Appeal – Bill Boylan

- *Our target goal is \$71,334. To date we have received \$66,478 in total pledged; and \$64,436 in total cash. Participation is at 28%.
- *Will wait to see response from newsletter article before making phone calls.

- e. Fundraising – Marg Ostrowski
 - *Total income profit for the three pancake breakfasts was \$1,094. Core group of workers and all needed equipment in place to start up again in the fall.
 - *Trying to recruit Bingo Kitchen Coordinator. Newsletter will inform parishioners of this need.
- 5. Major Topic for Discussion
 - a. Parish Picnic
 - *First planning meeting will be held later tonight. Need prayers, volunteers, and sponsors. Holy Name will cover main drawing prizes of \$2,500. All bids for food, beverages and other supplies reviewed and accepted by planning committee. Will try to recruit sponsors from within the parish. Building & Grounds committee will address electricity installation in parking lot.
- 6. Old Business
 - a. Feedback from Power Point Presentation
 - *Overall everyone felt presentation was well done but too long. It has generated several calls to increase EFT giving amounts. New welcome envelopes in pews being used by both parishioners and non-parishioners.
- 7. New Business
 - a. Bulletin Format for Financial Updates will be kept the same for now.
 - b. Staff Salary and Benefits 2010-2011 will be addressed at the next meeting.
- 8. Fr. George's Remarks
 - a. Diocesan financial audit scheduled for June 22.
- 9. Closing Prayer – Bob Hollar

NEXT MEETING DATE: April 27, 2010

PRAYER LEADER: Marg Ostrowski

