

CHURCH OF SAINT THOMAS MORE
FINANCE COUNCIL MINUTES

August 27, 2008

Members Present: Father Mike Ratajczak, Paul Ibbetson, Jim McGlone, Ron Briseno, Janice Treat, Charles Salter, Nancy Busse, Natalie Provinse (Bookkeeper), Doug D'Agrosa (Pastoral Council)

Members Absent: Genevieve Green, Don Eppich

Opening Prayer: The meeting was called to order with an opening prayer by Father Mike at 7:03 pm.

Opening remarks: There was nothing under this category.

Approval of Minutes: The minutes from the May 14, 2008 meeting were approved via e-mail.

Review of Financial Statement:

Discussed usage of Reserve Funds, \$8,000

- Tree Trimming, largest portion
- Air Conditioner: \$1,600
- \$800 repairs – maintenance
- Light sensors installed

Cash flow report: OK

Capital Campaign: OK

Secondary Education Initiative (SEI) donations of \$175K projected to reach \$200K by year end. This is toward our \$1 million pledge for a new Catholic high school in north county.

Balance Sheet: OK

Envelopes: Shortfall was planned in the budget, however results are below expectations.

Natalie Provinse: Audit passed, reported as one of the “cleanest”, best organized in diocese.

Old business: Janice and Don working on financial report. Some re-writes necessary, not quite ready. The report will be sent to the parish in September.

Jim McGlone provided a report to be reviewed for October meeting covering:

- Update on Fixed Asset Review
- Future Actions to be considered
- Reconciliation worksheet

New Business: Update on the Parish build-out by Father Mike. Architect and Liturgical consultant hired. Fr. Mike reminded everyone that we are on a fundline and not a timeline. We will begin to build when we have enough money on deposit with the Diocese in order to secure a loan. Timing of the project and its alignment with the budget was covered.

Charles: Contracts for new construction require estimates for additional costs needed for budgetary reasons. This would be non-binding language however important and needed for planning purposes.

Building and Maintenance: There was nothing under this category.

Personnel Report: Kathleen Bell – Reduced administrative hours (now on $\frac{3}{4}$ time schedule). Her administrative work will be handled by Stacy Griffin, the new Faith Formation office assistant. This change represents net savings of \$11K combined for the 2 positions (health care expenses have been reduced).

Update from Pastoral Council:

We have 6 people in the RCIA process preparing to celebrate the sacraments of initiation at the Easter vigil in April 2009.

A Parish mission will be held March 29th – 31st 2009. It will be a Mission directed to the whole family. Details will be coming soon.

Joanna Mueller leading up new Young adult ministry starting soon

2008 Donation schedule as planned some changes planned for next year.

Update from Development Council:

Capital campaign doing well, 757 households pledging, 90% contributing

New member reception: Don Eppich selected as volunteer to represent Finance council, Sunday October 12, at Noon.

Welcome ministry needs more help and participation from more families. 88 new families have registered since February 2007. 49% submitting cards have registered. 22 CC pledges received, 17 more families contributing.

Ministry fair: Goal is to provide tables to highlight ministries that are in need of more people.

Comments from the Pastor:

Tower newsletter – well received, paying for itself

Annual Catholic Appeal: \$10K refund expected

Separate heating/air conditioning unit will be installed in the Blessed Sacrament Chapel. The cost is \$8,100. This item will be identified as a “Did you know?” item. Motion to proceed was approved

SDG&E coordinate - \$800 cost for \$3K annual savings on lighting changing sensors, bulbs, fixtures. Need to determine if lighting will be adequate, report at next meeting

Father Mike is continuing to provide oversight and support for St Francis

Father Mike will be out of the country, in China, from October 20 through November 4th

The next scheduled Finance Council meeting is scheduled on October 15th, 2008.

There being no further business the meeting was adjourned with a prayer by Father Mike at 8:05 pm.

Respectfully submitted,
Nancy Busse