

St. Francis of Assisi  
Finance Council Meeting Minutes  
March 25, 2017

In attendance: Fr. Ray, Mike Blaser, Ron Degen, Jason Franzen, Brian Hughes, Amy Johnson, Jim Langin, Tom Nolan, and Greg Weber.

1. Opened the meeting with a prayer.
2. Reviewed and approved minutes of January 26, 2017 meeting.
3. Reviewed and approved financial statements for January and February 2017 after discussion and consideration of Highlights provided by Tom. Tithing is well above budgeted and prior year expectation. Added approximately 130 new families in 2016. Kabel payroll processing will cost \$650/payroll.
4. Annual Diocesan Appeal - Closed 2016 campaign. 2017 goal is \$320,000. Fr. Ray will make a pulpit appeal this Sunday.
5. Summer projects - Discussed timing and cost to complete remaining projects.
6. Payroll conversion is finished. Haven't yet started using time capture.
7. Revised job descriptions are in progress.
8. Staffing Considerations - Having some transitions.
9. Bond Payoff Plan - Reviewed expected remaining collections from Sharing God's Gifts campaign, cash on hand, remaining project costs and required remaining bond payments. Discussed options when early payment is allowed in February 2018.
10. Pastor's Report - Communication coordinator position is being advertised and getting some responses. Still need to set salary.
11. 2017/2018 budget - Reviewed preliminary budget in detail. Discussed assumptions. Suggested alternatives and possible changes. Greg will attend Pastoral Council meeting on April 6 to discuss budget.
12. Business Manager meeting and monthly report - Safety manual is finished but still working on crisis management and security plans.
13. The next regular meeting originally scheduled for Thursday, April 27, 2017 at 7:00 am.
14. Meeting adjourned.