

St. Francis of Assisi
Finance Council Meeting Minutes
March 31, 2016

In attendance: Fr. Ray, Ron Degen, Lou Flori, Jason Franzen, Brian Hughes, Jim Langin, Jerry Murphy, Tom Nolan, Lynn Ricke, Jay Vogt and Greg Weber.

1. Opened the meeting with a prayer.
2. Reviewed and approved minutes of budget work session on March 5, 2016.
3. Reviewed and approved financial statements for February 2016 after discussion and consideration of Highlights provided by Tom.
4. Annual Diocesan Appeal - Plan to send a letter to the parish next week. Goal is \$303,000 and have received \$48,000 so far but it is still relatively early.
5. Track is being used but still need to build shed(s) for storage. Goal posts will be added late summer. SFA receives \$5 per child from Dowling for parochial use of track. It is currently used approximately 5-8pm daily.
6. Diocesan internal controls review - The subcommittee will meet again in May.
7. Pastor's Report - Working on implementation of visioning report is still progressing but has slowed. Communication committee met and is developing job descriptions and evaluating pay range and full-time/part-time expectations. Development of a Volunteer Coordinator position is earlier in the process. Other work progresses as well.
8. Annual Report to Parish - Goal is to have a rough draft by 4/28/16 and issue by end of May. Discussed format and nature of information to report.
9. Church administration - Term limits need to be implemented for parish trustees and FC members. Need to review the related Guidelines for discussion at next meeting.
10. Business Manager meeting and monthly report - ACA year-end reporting was mailed this week. Have had three presentations from HRIS vendors. Safety committee is now meeting biweekly.
11. The next regular meeting will be Thursday, April 28, 2016 at 7:00 am.
12. Meeting adjourned.