

St. Francis of Assisi
Finance Council Meeting Minutes
August 25, 2016

In attendance: Fr. Ray, Mike Blaser, Ron Degen, Jason Franzen, Gary Goodhall, Jim Langin, Dan McCoy, Tom Nolan, Susan Pfeil, Lynn Ricke and Greg Weber.

1. Opened the meeting with a prayer.
2. Reviewed and approved minutes of June 23, 2016 meeting.
3. Reviewed and approved financial statements for June 2016 after discussion and consideration of Highlights provided by Tom. Tithing slowed in June but still had some available funds that were used as previously directed by Finance Council. Funded operating support to budgeted amount. Paid \$30,000 toward ADA shortfall.
4. Annual Diocesan Appeal - \$303,000 goal. \$235,000 received to date. Fr. Ray will send another letter in the fall.
5. Pastor's Report - Hired new Youth Ministry position and parish secretary. Still defining some duties for other positions. Creating job descriptions for all parish administrative positions. One outcome of this will be defining exempt or non-exempt status for all employee positions. Hope to hire communications person and a part-time volunteer coordinator fairly soon. Parish mission is in October.
6. Business Manager meeting and monthly report - HRIS options are still being evaluated, including options for both payroll and HR modules. Goal is to finish by December. Discussed implementation of exempt vs non-exempt rules.
7. The next regular meeting will be Thursday, September 22, 2016 at 7:00 am.
8. Meeting adjourned.