

St. Francis of Assisi  
Finance Council Meeting Minutes  
September 28, 2017

In attendance: Fr. Ray, Ron Degen, Jason Franzen, Brian Hughes, Tom Nolan, Lynn Ricke and Greg Weber.

1. Opened the meeting with a prayer.
2. Minutes of June 22, 2017 meeting had not been previously circulated so will be reviewed at next meeting.
3. Financial statements for fiscal year ended 6/30/17 (that had been previously circulated along with Highlights provided by Tom) - Following discussion of financial results and condition, Greg moved and Brian seconded to approve the minutes. This was approved unanimously.
4. Annual Diocesan Appeal - After prefunding \$25,000 expected shortfall, we are \$35,000 short of 2017 goal. Final appeal will be made soon. The final appeal last year raised an additional \$38,000.
5. Payroll conversion - Mostly finished. Now working on time capture component and incorporating vacation and sick time tracking.
6. Revised job descriptions - Continues. Discussed need to communicate and follow new job descriptions when finished.
7. SFA Church foundation - Discussed need for a foundation for gifts made by those who want to support the parish but not directly support the school. There is one family who has already mentioned to Fr. Ray the desire to include a SFA parish foundation (if one existed) in their will and estate plans.
8. Diocesan Annual Report - Reviewed report with discussion of several items. All members present signed the report.
9. Pastor's Report - Discussed staff needs.
10. The next regular meeting will be Thursday, October 26, 2017 at 7:00 am.
11. Meeting adjourned.