

St. Francis of Assisi
Finance Council Meeting Minutes
November 30, 2017

In attendance: Fr. Ray, Mike Blaser, Ron Degen, Gary Goodhall, Brian Hughes, Jim Langin, Tom Nolan, Susan Pfeil and Katie Stock.

1. Opened the meeting with a prayer.
2. Minutes of October 26, 2017 meeting (that had been previously circulated by Greg Weber) - Jim moved and Mike seconded to approve the minutes. Approved unanimously.
3. Financial statements for 10/31/17 (that had been previously circulated along with Highlights provided by Tom) - Following discussion of financial results and condition, Brian moved and Susan seconded to approve the financial statements. Approved unanimously.
4. Annual Diocesan Appeal - Omitting the Parish's \$25,000 advance contribution, remaining shortfall to goal is \$44,000. The last letter was mailed 11/13/17. Depending on the results from this letter, we may need to have one final extra collection in January.
5. Payroll conversion - Mostly finished. Still working on time capture component.
6. Revised job descriptions - No change. Currently advertising for Tom's replacement and an administrative person for Fr. Ray and Tom.
7. SFA Church Foundation - Discussed potential difference of opinion re holding funds separately at SFA vs. Catholic Foundation of SW Iowa. No urgency to resolution at this time.
8. Annual Financial Report to Parish - Reviewed, overall very pleased with new format. Discussed a few minor changes and the timing and means of distribution given pending 2018 tithing appeal mailing. Approved unanimously subject to the minor changes being made. Extensive discussion led by Jim and Susan as to promotion of the use of ACH contributions with mailings.
9. Priest/Deacon housing allowance for 2018 - discussed at length and unanimously set Priest allowance at \$1,000 per month. No need for a Deacon allowance at this time.
10. 2017 Assessable Income Calculation by the Diocese. Tom explained how the calculation is made for the FYE ending 6/30/17, informational item only.
11. Crisis Management Plan - discussed role of firearms, if any, as part of the plan given recent Diocesan position on safety issues.
12. Discussed wage increases for 2018-19 school/preschool budget, arrived at consensus as to salary percentage increase, agreed that hourly staff increase is independent of salaried staff and is more dependent on market conditions for such positions.
13. Parish support number for school for 2018-19 year tentatively set at current \$820,000, may be subject to adjustment as budgets are closer to being finalized.
14. The next regular meeting will be January 25, 2018 at 7:00 am.
15. Meeting adjourned.