Saint Michael Parish Finance Council

May 27, 2021

Parish Office

In attendance: Father Carlos, Cathy Northcraft, Wendy Hinerman, Michelle Patterson, Dave Barnett, LaDonna Tomei, Jacob Altmeyer, Rob Krall, Marissa Saludes

Absent – Kim Burge, Fr. Joseph, Chris Bowie

**Opening Prayer –– 4:00pm**

Father Carlos

**Finance Chair – Cathy Northcraft**

Cathy opened the meeting. The minutes from the February, March and April meetings are approved. Cathy requested that all future meeting minutes be sent and approved via email by Finance Council. All council members present are in agreement.

**Financial Report – LaDonna Tomei**

**School** – LaDonna Tomei of Felton & Felton presented the School Balance Sheet as of April 30, 2021.

School is in good shape with $533,427 in current assets vs. $78,527 for 2020. This is largely due to PPP funding received. School has submitted a request for forgiveness of $170,778 in PPP2 funding. Nothing significant to report in Revenue and Expenses.

**Parish** – LaDonna also presented the Parish Balance Sheet as of April 30, 2021, nothing significant to report. In Revenue and Expenses, we are slightly ahead in collections of $55,107 compared to budget amount of $50K and the Parish is over budgeted amount of $71,194 with actual expenses of $84,921 as a result of the HVAC repairs. All else looks good.

LaDonna was excused from the meeting. Felton & Felton will be present every other month for budget discussion but will continue to provide Council with monthly balance sheets.

**Review of Finance Council Future Planning – Cathy & Dave**

Dave will prepare a current Revenue and Expense Snapshot for distribution in the bulletin and on Parish Website. Cathy & Dave met with Stewardship Council in an effort to open dialog with other Councils and share Finance Council’s proactive plan in preparation for the future needs of our Parish.

Cathy & Dave are tentatively scheduled to meet with Pastoral Council in September and speak to parents at the Parents Association Meeting in August.

Fr. Carlos explained the importance of both Pastoral Council and Finance Council and suggests that all Councils can do more outreach as a group. He discussed the new Co-Chairs appointed to Christian Mothers and mentioned the Youth Ministry Retreat both helpful instruments for outreach.

**Publishing Buildings and Grounds Expenditures for Parish and School - Cathy Northcraft**

Cathy has asked for approval to publish Buildings and Grounds Expenditures in the bulletin for the Parish and School. All members agreed to move forward with a snapshot to be regularly included in the bulletin. Denny Wilson, Chair, of Buildings and Grounds Council will provide expenditures.

**St. Michael Parish School - Michelle Patterson** Michelle shared an anonymous donation of 20K was received for the school for the 2021-22 school year.

The school also received a grant of 25K technology upgrade from the J.B. Chambers Foundation as a result of a grant application submitted recently. The funding will provide Chromebooks for each student in grades K-3. With this purchase every student in grades K-8 will have their own Chromebook.

**Parish News - Wendy Hinerman** Wendy Hinerman shared the news of two staff positions that have been filled. Mary Means is the new Parish Receptionist and Bailey Frederick, the new Development Director for the school.

CSA (Catholic Sharing Appeal) in underway and Council members will speak at all Masses the weekend of June 26/27.

A Town Hall meeting is tentatively scheduled for September 30, 2021. Requests have been made for PPP forgiveness for both the school and parish.

Wendy requested all Council members sign a Confidentiality Agreement.

Planning is underway for a Family Fun Fair scheduled for July 8 to include kids’ games, food, etc., to be held in the Angelus Center Parking Lot.

Jake and Rob will begin work on an Estate planning presentation for our parishioners. A date has yet to be determined.

Cathy suggested improving our Parish Website to make it more user friendly for our parishioners. Fr. Carlos has tasked Wendy and Cathy with this while he is on sabbatical. They will work with the Diocesan Website Coordinator, Rob Wickham, to develop a revised and/or new website.

Dave provided the Finance Council Calendar through January, 2023 and explained going forward, our Finance Council meetings will be held on the last Thursday of each month. The Agenda will be sent to Council the Monday of the week of the meeting.

Next meeting is scheduled for June 24, 2021

Closing Prayer – Rob Krall

Meeting adjourned at 5:30.

Respectfully submitted,

Cathy Northcraft