

St. Michael Parish

Finance Committee Meeting Minutes

October 28, 2021 @ 4:00 pm

The meeting opened in prayer offered by Cathy Northcraft.

Present: Cathy Northcraft, Jacob Altmeyer, David Barnett, Rob Krall, Jamie Hartzell, Wendy Hinerman, Bailey Frederick, Diane Coughlan

Absent: Chris Bowie, Marissa Saludes, Rev. Carlos Melocoton, Kim Bure, Michelle Patterson, Pat Felton, LaDonna Tomei

No meeting minutes from September to approve, since September's meeting was to plan out the Town Hall meeting.

Review of Financial Reports-Dave Barnett

1. **Parish-** Operating cash- \$115,000 was paid out in August. Revenue and Expenditures were unremarkable. There has been a decline in offertory the past two weeks, so it may be something to keep an eye on.
2. **School-** \$57, 000 in Safety grants available. May be used to enclose the trash bins at the school. Revenue and Expenses- Fundraising is ahead of plan.

What is PHRA on the Financial Report? PHRA stands for Priests Health and Retirement Assoc.

St. Michael Parish School-Bailey Frederick

1. **School Fundraising**
 - a. Angel Walk-Over \$50,000 was raised.
 - b. Grandparents Day successful
 - c. Upcoming fundraiser will be the Texas Roadhouse Gift Card Fundraiser from November 8-12. Gift Cards will be available December 15. Texas Roadhouse gives 10% back of the sales.
2. Received Hoffman Grant for \$50,000 for school use only.
 - a. Ideas for use include: Teacher Retention Fund; staff bonuses; provide family incentive for intent to return @ \$75 discount per family; bring in a presentation for students during Catholic Schools Week; and staff Christmas Party. It was also noted this could be used for trash bin enclosure.

3. Enrollment is the same: 180 families/269 students.

Catholic Sharing Appeal & Giving Tuesday-Wendy Hinerman

1. CSA goal is \$58,140. We are already at \$51,797.
2. Giving Tuesday will be November 30, 2021.
3. It was noted that no school envelopes had been sent for the month of November. Wendy will look into reason and make certain they are included in December's envelopes.

General Discussions

1. Estate planning session-Jacob has a short presentation that can be done. Date TBD.
2. Any suggestions for additional FC members welcomed.
3. 5-year plan - Cathy Northcraft and Wendy are working on the new website which will include interactive stewardship opportunities.
4. Monthly budget report will be submitted for print on the 2nd bulletin of each month.
5. Meeting with LaDonna sometime in mid-December regarding budget for 2022.
6. An announcement should be made in the bulletin about the Teachers Retention fund. Cathy Northcraft will write an article for the bulletin.
7. It is recommended we start sharing what we are doing with our Outreach ministries in the bulletin, so the church body can be aware of what is being accomplished.
8. Suggestion was made to create a consolidated calendar for the Parish and School to help promote events happening between the two.
9. Can the church bulletins be sent with the school newsletter via email? Bailey will look into this.
10. Cathy to provide a statement of DWC contributions to St. Michael Parish for the bulletin, so the parishioners are aware of what DWC does for SMP.
11. Buildings and Grounds- \$13,000 for the rectory bathroom. Denny Wilson is still in the process of obtaining estimates for the altar repairs and trash bin enclosures.
12. It is recommended we report what donations are assessable in the bulletin. Wendy has a previous letter regarding this she will forward to Cathy.
13. Question was raised if the PPP loan is forgivable. Yes, it is.
14. Jacob had informed the committee of the existence of an Employee Retention Tax Credit program in which the Parish/School may qualify for. He will look more into it.

The meeting closed with prayer by Cathy Northcraft at 5:35pm.

