

Proposed
St. Mary – Holy Cross Parish Finance Council
Minutes of Meeting – May 16, 2018

Present: Members: Shaun Magill, David Pottebaum, Doug Jones, SueTollefson, Laurie Phelan
Staff: Fr. Daniel Krettek, Peter Relyea,
Absent: Doug Jones, Karen Bellis, Rita McClain,
Guest: Angela Hilbert and Laura Hofstrand from the Dioceses of Des Moines (Stewardship and Parish Finance). Cory Schoening (Pastoral Council)

Opening Prayer:

Approval of April 2018 Meeting Minutes: Motion made by Laurie seconded by David to approve. Motion carried.

Presentation by Angelia and Laura: Resources available through the Dioceses.

On behalf of the Finance Council, Fr. Krettek invited the new Director of Stewardship, Angela Hilbert, to address some of our questions. Primarily the questions related to parish finance, ADA, fund development and overall stewardship.

In summary Angela is new to this role and has 20 years of development experience. She provided mostly high level and broad thoughts though offered to provide more specifics when we are ready and she has a few more days under her belt. Specific questions had the following responses:

Trends around the Dioceses:

- Successful Stewardship work has a supportive Priests and leadership from councils participate actively in the work of stewardship. Some examples of strong Stewardship Parishes include Ankeny and Waukee.
- There are 2 areas for restricted funds:
 1. Donor restricted and/or funds are not applied to operation expenses. This could be the cemetery, religious education, and other ministries.
 2. Parish or Finance Council restricted (This is more fluid based on need)

Angela also suggested we create a process for named gifts so that if there is no specific purpose we share where our needs are.

- Communication between the Finance Council and other committees and the wider community is important. Materials need to be consumable and there is transparency related to the parish financial health and overall revenues and expenditures.
- Parish finance software can work with Excel to run different reports and present data accurately but differently for the parish. David may want to attend the Parishsoft summer training. We can also have someone in view only mode who can run reports.
- Engagement in stewardship is everything for developing resources
- ADA – SMHC Finance Committee requested a list of what the ADA funds are used for. A modified version of this list could be shared with Council for discussion. Angela will forward this along with other resources. The Council can then be specific on how the funds are expended and the ROI for the parish. A “TO DO” of the Council is to review the list of things funded by ADA by the Dioceses that impact St Mary-Holy Cross and increase awareness of those things such as paying for the education of seminarians, funding the food banks and Catholic Charities.

Good thoughts and ideas. There will be a follow-up discussion potentially with Stewardship and Pastoral Councils.

Summary of YTD April Financial Reports:

- Peter Relyea presented the financial report. April books indicate the parish I in the black this month and collections were up 4% from a year ago. Good signs.
- ADA is due in March of 2019 and we are currently at 40% of goal with 9 months left. (Approximately \$21,000 yet to secure).
- The Committee agreed on a **new business** item for the next meeting: Movement of Sharing Gods Gifts accounts to the rectory account.
- The youth trip to Stubenville is now only \$400 short of full pay off. Andrea indicated they would assure it all would be paid.
- David moved to approve the Financial Report via e-mail as there seemed to be some of May expenses in the April report. Peter will modify the budget and send it out for review and on-line approval.

FY 2017 Budget Presentation:

- Peter presented the new budget. Laurie suggested that the ministry leads had done a good job of helping keep the costs lower than last year. She then recommended approval of the budgets as presented. Laurie will craft a letter for Shaun to send on behalf of the Council to thank the cross ministries for watching their budgets and supporting the parish need to “tighten the belt” a bit. Sue motioned for approval of the new budget, seconded by David for approval. Motion carried.

New Business Matters:

- Results of meeting with Youth Group – LP
- Suggest that a topic for a gathering or vs a homily
- Prepare to discuss the role of finance council relationship with youth and other ministries.

Old Business Matters:

- Need to revisit the Google opportunities.

Closing Prayer – The committee closed with a prayer.

Respectfully submitted: by Laurie Phelan