

St. Mary – Holy Cross Parish (SMHC) Finance Council (FC)
April 21, 2020 Meeting Minutes

Attendance: David Pottebaum, Diane Gannon, Sue Tollefson, Doug Jones, Laurie Phelan, Heidi Ackerman, Fr. Andrew, Sarah Baumberger

President Pottebaum called the meeting to order at 6:13 p.m.

Father led prayer

Jones moved to approve March minutes; Phelan seconded. Minutes from the March meeting of SMHC FC approved.

Financial Report delivered by Baumberger. Highlights shown below.

- First Communion costs (bibles for children) was a net positive, due to excellent response to fundraising efforts
- Ended month of March in the positive
- Staff hours are running below budgeted amounts
- There was activity in the cemetery funds: paying for maintenance, transferring cash savings to a C.D.
- General Fund and Building Fund are both up

Tollefson moved to approve financial report. Ackerman seconded. Financial report approved with all eyes.

New Business

- Parish Council (PC) report from Jones: PC did not discuss cutting staff hours, as staff has self-regulated somewhat; there is a continued need for tithing; continued need to connect with parishioners (there was a phone calling campaign during Lent to reach out to all parishioners); long-term budgeting effort or vision not addressed at the last meeting
- Parish Soft Training report from Baumberger: Baumberger was trained in the software over the last month. Parish Soft would be a nice platform for giving, but Baumberger does not want to rush into it during this crisis. The software allows parishioners to donate as little as \$20/month, and has the capacity to handle one-time payments, such as for Religious Education enrollment. Fees are charged to the parish on each transaction, with fees ranging from 39¢ to 3% of the transaction. FC decided not to pursue this project further at this time.
- Payroll Protection Program (PPP) report from Father: The Diocese is pushing parishes to look into this and pursue it if eligible. The first source of funding has all been allocated, but there is another round of funding expected soon. Several members of FC have experience with PPP in their paid positions with various for-profit and not-for-profit organizations. All reported that the process was relatively simple, and the money obtained can be used to pay salaries immediately, allowing the receiving organization to save money for future months and non-salary obligations. Father will look into this more and work with select FC members if and when he needs assistance applying/obtaining the funds. This could help us to balance any lost revenue from diminished tithing and get through the pandemic.

Old Business

- COVID-19 staff and finance impacts: Father does not anticipate any problems, and is looking for ways to personally mitigate problems through working with staff and being available to parishioners. One staff member is full time and relies on the insurance benefits of this, so Father will continue to manage projects and this staff member with that in mind (the church is

committed to upholding its agreements and expectations with staff). Priests of the Diocese meet virtually on a weekly basis with the Bishop to share concerns, ideas, etc. The parish intends to help all those who ask for help as best as it can, and will be prepared to address any criticism directed at it as a result of its philanthropy.

- COVID-19 activities:
 - Jones confirmed with Barb Liske that garbage pickup is being rescheduled to 1x/month until further notice, host orders have been reduced, and orders for the publication The Word Among Us has been reduced.
 - At Holy Cross, the thermostat has been reset to reduce or eliminate heat costs; outhouse servicing will be reduced; and cleaning efforts will be suspended until Mass is scheduled again. Changes to these cost savings will be included in the bulletin at Liske's discretion.
 - FC letter to parish: a draft was reviewed and edits were made. Letter will be sent out with the bulletin this weekend.
- Budget: income and expenditures were on track to end the year with added savings compared to budget, but the impacts of the pandemic are yet to be realized. A decision was made to delay the FY21 budgeting efforts until May.

Father led prayer

Meeting adjourned at 7:17 p.m.