

St. Martin de Porres Catholic Church
June 25, 2013
MINUTES

The regular meeting of the Finance Council (“FC”) was called to order and opened with prayer by Fr. Ed at 10:00 am. Attendees: Rev. Ed Koharchik, Glenn Rosilier, David Boone, Rey Blancarte, Josie Kelly, and Judy Tixier.

FY 2014 Budget

David Boone presented the updated FY2014 budget schedule for review which reflected a deficit in net cash of \$10,492. After a lengthy discussion and further adjustments based on hiring timing, elimination of certain projected expenses, and an increase in anticipated donations, the net cash has a surplus of \$597.

FY2014 Budget Summary dated 6/25/13

Forecasted Cash Balance:	\$130,622
Revenue:	\$665,870
Disbursements	<u>(665,273)</u>
Net Cash Surplus	<u>597</u>
Estimated Ending Cash Balance	\$131,219

Revenue – Assumptions:

- Regular Collection forecasted based on FY2013 income - \$500,000.
- Debt Reduction Collection forecasted based on FY2013 income - \$55,000.
- Fund Raising based on four events – \$32,000 (net): (1) Fall Festival \$5,000, based on 2012 results; (2) Mardi Gras \$8,000, based on 2013 results; (3) Founders’ Day \$9,000, based on 2013 results; and (4) addition of two raffles \$10,000.
- Rental Income & Donations conservative forecast - \$12,050.
- Religious Education based on anticipated 2013 enrollment; also includes funds collected for various student retreats and events \$27,300.
- Community Ministry – this is a new category this fiscal year separating out ministries that had previously been recorded under Religious Education. This includes registration fees for mission trips such as CHWC, ACTS retreats, and Vacation Bible School. These will essentially be offset by the expenses associated with these programs.
- Other donations \$4,500 – contributions for candles, flowers, and liturgical items based on special requests

Disbursements – Based on FY2014 Department/Ministry Budgets. Certain Assumptions for FY2013 include:

- Diocesan Assessment – formula assessment from the Dioceses.
- Mortgage Payments – Principal and Interest for the three loans.
- Compensation & Benefits are allocated by Departments – there are no increases in compensation rates budgeted for FY2014.
- Faith Formation includes the addition of a full time Youth Minister.

- Plant Operations & Maintenance – no capital improvements or major repairs budgeted.

The FC recommended and Fr. Ed approved the FY2014 Budget as updated.

Scheduled Dates

1. The FC will meet on 7/9/13 at 10:00 am to review FY2013 year end financials and the quarterly report to the Diocese.
2. Presentation to the Parish – FY2013 Results and FY2014 Budget – is scheduled for the weekend of August 3-4, 2013. Glenn Rosilier will prepare comments to be incorporated with the report to the parish and will briefly present at all the Masses. It will then be turned over to Geoff Unger, Pastoral Council Chair, to present the vision of the parish.

Report on Pastoral Council Meeting

Rey stated each Pastoral Council member has been in contact with the chairs of the various ministries in the parish. They are planning a gathering in August which will include a day of reflection as well as holding round table discussions on the future outlook of the parish, and increasing community involvement.

Status of WeShare and Cloud Accounting

The parish kicked off the Online Giving program through WeShare on 6/15/13 . There have been 25+ parishioners who have registered. The vendor stated that the goal is to migrate 20% of envelope users. Summer is typically a slow period and they encourage us to re-promote the program in September.

Judy reported the transition to the cloud has been smooth. The new chart of accounts with class reporting will start in July. The office staff is currently working on cleaning up the parish records on the data base.

Fair Market Rental Value

The FC reviewed the schedule for the fair market rental rate for a portion of the rectory to give to Father Ed. For 2013 the rate is \$4,140.

Fundraising

Glenn has been in contact with a parishioner from St. Mary's parish in Wimberley. She is the new Chair of their Pastoral Council but has been very active in their fund raising efforts in their parish. She has agreed to meeting with parishioners here who would be interested in serving on the fund raising committee to share her wealth of knowledge of what has worked and what has not worked for them. It was suggested that we invite parishioners to be part of fund raising in the weekly bulletin and also in a direct email to all ministries.

There being no further business, the FC adjourned with prayer at 12:00 pm.

*Respectfully Submitted,
Judy Tixier*