

St. Martin de Porres Catholic Church
April 23, 2014
MINUTES

The regular meeting of the Finance Council (“FC”) was called to order and opened with prayer by Glenn Rosilier at 10:00 am. Attendees: Rev. Charlie Garza, Glenn Rosilier, David Boone, Josie Kelly, Susan Curran, Nat Pantano, Denny Givens, and Judy Tixier.

The meeting began with introductions from each member of the Finance Council including the two new members, Nat Pantano and Denny Givens who were appointed by Father Ed Koharchik in February, 2014.

Fund Raising Update and Discussion

Judy Tixier reported that the Founder’s Day fundraiser is on track despite the reduction in Arts & Crafts booths due to the street renovations on Mercer. A.J. Bergeron is the chair and is ending his two year commitment to this fundraiser. A.J. is responsible for the registration of vendors, the collection of funds (different rates for booth locations and services), other administrative tasks, and the set-up and break-down during Founders Day weekend. He solicits help from the Knights during the weekend for the labor portion. The parish pays 25% of the net booth fees and all of the electricity charges collected to the City of Dripping Springs. Expenses include chalk and signage to mark the booths. Ten percent of the net proceeds is paid to the chair or assignees for commitment and work in running this event. We need to find an individual from the parish who will commit to chairing this event for the next two years. The FC recommended that the net proceeds from the Founder’s Day event be dedicated to debt reduction – Fr. Charlie so approved.

Since we did not have the Mardi Gras event, there had been some earlier discussions to hold a second fundraiser later in the year. The FC reviewed with Fr. Charlie the past fundraisers. Given the financial success of the 2013 Fall Festival and the current commitment of Founders, Fr. Charlie would rather focus on the 2014 Fall Festival (held close to the Feast day of St. Martin de Porres), and in forming the committee of individuals who will commit themselves to the planning and organizing of the festival. It was recommended by the FC and Fr. Charlie so approved that there would not be a 2nd fundraising event (i.e., the Mardi Gras event).

Report and Approval of Non-Budgeted Items over \$1,000.00

February 11, 2014 the FC had approved a recommendation to upgrade the Chapel bells. The current system was installed in 2000 and had been damaged from lightning strikes in 2006 and 2009. The system was manufactured in Italy and the company has since been sold. Spare parts are no longer available. Charlie Drab and Judy solicited bids and made a proposal to upgrade to the Verdin Sonata Carillon systems at a cost of \$6,455.00. A deposit was made in March (\$3,227.50) with the placement of the order. The system

should be in and operational in the beginning of May. The balance will be paid once the installation is complete and operating.

Update on WeShare OnLine Giving Program

A year ago the FC recommended moving forward with online giving using Liturgical Publications, Inc.'s "WeShare" program. The target kickoff was in June 2013. The program has been well received and has exceeded the goal of 20% of envelope users. It was suggested that a monthly e-blast be sent when there are special collections for the month or other opportunities to use the system (e.g., Vacation Bible School registration).

Report on Changes to Pastor's Allowances

The Parish will follow the Diocese norms for priest compensation and reimbursements. For the remainder of this fiscal year the rectory expenses will be paid from the operating account and charged to the pastoral household allowance general ledger account. Fr. Charlie will receive his food allowance through a payroll addition. For next year's budget we will allocate the allowance according to Diocese norms.

FY 2014 Financials – Third Quarter

The FC reviewed the Third Quarter FY 2014 Financial Results Report with Commentary and found them both to materially represent the financial position of the Parish and recommended that it is ready to present in the bulletin to the Parish. Fr. Charlie so approved. The Report with Commentary will be distributed in the April 26-27, 2014 bulletin and will be placed on the parish web site.

New Finance Council Members; Terms, Roles, and Transitions

For continuity, Fr. Charlie asked that the FC remain as is until the June, Fiscal Year 2015 Budget FC meeting; at which time the FC Chair and Recording Secretary would be appointed by Fr. Charlie. FC Chair and Recording Secretary recommendations were made by the FC and are subject to Fr. Charlie's approval in June. The FC terms for Glenn Rosilier and David Boone end with the close of the June, 2014 Fiscal Year.

Other

Fr. Charlie reviewed with the FC his position and vision. He described himself as fiscally conservative, spending money when it will save money in the long terms. He gave each member of the FC two books "Rebuilt" and "Tools for Rebuilding" and asked that they read them.

He shared with the FC the attendance numbers:

Holy Thursday & Good Friday – 300 each service

Easter Vigil – 250

8:15 Easter Sunday – 475

11:00 Easter Sunday – 600

The attendance numbers exceed the physical capacity of the Church (350-400). Chairs were set up in the narthax and outside out to the circular drive. People were also standing outside along the sides of the Church listening through open windows.

In summary Fr. Charlie said he will draw on the experience and council of both the FC and the Pastoral Council as we move forward.

The FC scheduled a meeting for May 20th at 10:00 to review the first draft of the Fiscal Year 2015 Budget; and to review and update the FC Norms. At 12:00 pm the FC went into a closed session excusing Judy Tixier.

There being no further business, the FC adjourned with prayer at 1:00 pm.

*Respectfully Submitted,
Judy Tixier*