

St. John Paul II Parish Council Agenda
March 26, 2019

I. Open with prayer – First 15

II. Approval of Minutes

III. Additions to Agenda

IV. Business Manager Report – John Frossard –

V. Finance Report – Jonathan Cooper –

VI. Commission Reports

- a. Christian Service – Wayne Rieger – no meeting prior to Parish Council meeting
- b. Faith Formation – Vicki Huffman-
- c. Parish Life – Linda Hunter – attached
- d. School/Daycare – no Daycare report this month
- e. Spiritual Life – Dinah Tichy – no meeting this past month
- f. Stewardship – attached
- g. Youth Ministry – Lora Aria – attached

VII. Old Business

- a. Discussion of funding for emergencies from General Fund
- b. Update on new church worship space – Fr. Tom
- c. Update on new car raffle – Fr. Tom/John Frossard

VIII. New Business

- a. Structure of Parish Council – Fr. Tom

IX. Father Tom's Comments

X. Parish Council Member Comments

XI. Adjourn and close with prayer

St. John Paul II Parish Council Minutes

February 26, 2019

Present:

Fr. Tom	Linda Hunter
John Frossard – Business Manager	Janelle Lewis
Lora Aria	Dave Lobeck
Jonathan Cooper	Art Pratt
Don Day	Wayne Rieger
Vicki Huffman	Dinah Tichy

Absent: Bill Harrison, Christina Wheatley, Mike Winebrenner

I. Call to Order: The meeting was called to order at 7:05 pm by Janelle Lewis. The First Fifteen discussion followed.

II. Approval of Minutes: Minutes were approved.

III. Additions to Agenda: None

IV. Business Manager Report– report submitted. John Frossard explained the highlights of the financials.

V. Finance Report - Jonathan Cooper explained several topics of discussion from the Finance Council. The budget season is coming up and we need to start planning operating expenses for the new church building as a budget item (there are several unknowns and will need to be researched) and need to look at the budget for the St. Paul chapel going forward. The school's budget will need to reflect additional students as a result of adding seventh and eighth grades. The capital campaign is going well and shrinkage on pledges is at 1-2%, which is a much better percentage than the 8% the Archdiocese requires being added to costs. Additional security for both campuses is being addressed, but even with a matching grant, will be expensive.

VI. Commission Reports

- A. Christian Service – Wayne Rieger – report submitted
- B. Faith Formation – Vicki Huffman –report submitted
- D. Parish Life – Linda Hunter – report submitted
- E. School Commission and Preschool/Daycare --reports submitted
- F. Spiritual Life – Dinah Tichy – report submitted
- G. Stewardship – report submitted
- H. Youth Ministry– Lora Aria - report submitted

VII. Old Business

- A. Strategic Planning – Jonathan Cooper explained that what had been termed Strategic Planning is actually future planning for facilities issues. A committee will look at what we need to do as upkeep on what we currently have and what costs will occur going forward. The committee will consult with each commission/ministry to see their needs from a space standpoint. This will help budgeting costs going forward.
- B. Discussion of funding for emergencies from General Fund – Jonathan explained that the Finance Committee had discussed this and further discussion would be needed to figure out how to determine this as a budget item. The plan is still under consideration but there are

several items that would need to be explored. Fr. Tom was not present for this discussion so the plan is still in the exploration stages.

- C. Update on new car raffle – John Frossard said that chance sales are up to around \$75,000. The sales have slowed right now but there are several ways the Raffle Committee is pursuing to increase sales to both parishioners and the general public.
- D. Divine Renovation Team – Fr. Tom said the Team is brainstorming ways to make weekend liturgies better. Fr. Tom has been delivering sermons from the “floor” rather than the pulpit and this has been very well received. Sermon writing for this style, however, takes more time to craft so the Team has been looking for ways to free up some of Fr. Tom’s time and several of his tasks have been taken on by other staff or volunteers.

VIII. New Business

- A. Structure of Parish Council – this topic was tabled until the next meeting.

IX. Fr. Tom’s Comments – Fr. Tom reported that the new church building plans were progressing and he would have further details as they became available.

X. Parish Council member comments – Janelle Lewis and her family attended the Love Ed session which provided information to equip parents on how to talk to their youth in regards to family, life, virtues, love and sex. Janelle said it was a fantastic experience and hoped it could be repeated and encouraged all to promote it.

XI. Closing Prayer and Adjournment–. Meeting adjourned at 8:15 pm.

Next meeting will be March 26 at 7:00pm in the old School Building at St. Joe Hill.

Submitted by Mary Lynn Green

ST. JOHN PAUL II FINANCE COMMITTEE MINUTES
MARCH 21, 2019

Present: Doug Green, Donna Taylor, Jonathan Cooper, Vince Thacker, Mike Whalen, John Frossard and Mike Waiz

Absent: Teresa Oberhausen, Karen Haas, David Dunn and Fr. Tom

The Meeting was called to order by Mr. Cooper. He led the discussion of the First Fifteen.

Mr. Frossard reviewed the Balance Sheet for the month of February. He noted that total operating cash increased by \$42,160 for the month to \$886,478. Capital Campaign funds were not moved to the ADLF at Fr. Tom's request until a decision is made with the Archdiocese as to whether the groundbreaking for the new church building will occur as planned in May with site work for the building to follow. The projected cost for the building was substantially over the original projection so the architects are looking for ways to reduce the cost and we are considering ways to raise additional funds.

Mr. Frossard then reviewed the Income Statement for the month and YTD. He noted that Weekend Collections were over budget by \$13,516 (1.9%) YTD. School Tuition was over by \$23,068 (2.7%). The school was notified by the State of Indiana that it would be receiving a voucher payment at the end of March with the balance of the voucher payment due at the end of May. Childcare revenue was on budget for the month but continues to be under budget by \$31,630 YTD. Capital Campaign funds are \$282,466 over budget YTD as many parishioners are paying earlier than projected and a few new contributions have been received. Overall, Total Ordinary Income was above plan by \$6,827 YTD. Expenses YTD are generally under budget in most categories and overall Total Ordinary Expense is under budget by \$80,396. Total Ordinary Net Income is \$87,223 above budget YTD; however, when Discretionary Capital Improvements are considered, the net for the year is \$46,297 below budget.

Mr. Waiz then reported the Church's expenses YTD were \$59,166 below budget. As noted earlier by Mr. Frossard, the weekend collections were \$13,516 above budget.

Mr. Green stated that Childcare revenue was \$32,627 under budget YTD. While some new children were added, the numbers are still below the budget amount. Salary expense is over budget by \$4,176 due to some overtime that was needed because of staff shortages. However, overall operating expenses YTD were \$15,675 below budget. It was suggested that a small sub-committee be formed for the Childcare Ministry to work on the 2019-20 budget and ongoing financial management since Mrs. Lile is retiring at the end of June and a new Director will likely not be on board during the budget preparation process. Mr. Green and Mr. Whalen will take the lead on forming this group.

In the absence of Mrs. Haas, Mr. Whalen reported that the school's finances overall were on target and that there were no significant variances to budget projected.

Mr. Frossard then reviewed the 2019-2020 budget preparation timeline with the Committee. He noted that budget worksheets have been distributed to the various Ministry heads for their use in the budget preparation process. The final budget must be approved by the Pastoral Council at their May meeting so that it can be submitted to the Archdiocese prior to June 15.

The Committee then reviewed proposals from Libs Paving Co. to sealcoat and stripe all asphalt on both campuses. The total cost is \$22,350. The work would include cleaning the asphalt and filling in line cracks wider than ¼ inch with hot pour rubberized crackfiller. Mr. Frossard noted that it has been the practice to do this every 3 years. There was discussion about the possibility of re-paving the lots instead of the sealcoat, but the general feeling was this might be more than we can afford at this time. Mr. Whalen asked to talk with David Austin and Joe Krause about the condition of the asphalt on both campuses. The Committee tentatively agreed to have the work done in June with payment due in July (the next fiscal year), subject to Mr. Whalen's follow up meeting with the maintenance staff.

Mr. Thacker then provided a Security Committee update. He noted that the Security Committee was preparing a letter to send to Fr. Tom regarding suggestions for him to consider. This will be done in the next couple of weeks.

The committee continues to work on proposals for a network update, badge system and walkie talkies for the school. They also discussed the keypad entry to the gym for preschool. The committee feels that there are too many people who have access to that building right now.

Mr. Thacker needs to be included in discussions about budgeting for capital expenditures for the 2019-2020 so that the Security Committee's priorities can be considered for funding on some basis.

To avoid a conflict with Holy Thursday services, the next Finance Committee meeting will be held on Wednesday, April 17 at 6:30 pm.

The meeting was then adjourned with a prayer.

3/7/2019

St. John Paul II Balance Sheet Feb-19		St John Paul II Feb-19	St John Paul II Jan-19	Increase (Decrease)
ASSETS				
Cash				
1010.000 - Regular Checking (Church)	\$ 271,571	\$ 261,427	\$ 10,144	
1012.000- Day Care	\$ 15,708	\$ 5,975	\$ 9,732	
1013.000 - Cafeteria Account	\$ 27,469	\$ 29,478	\$ (2,009)	
1019.000 - Ladies Club Checking	\$ 27,093	\$ 26,892	\$ 201	
1007.000 - Stipends	\$ 7,570	\$ 7,285	\$ 285	
1016.000 - Capital Improvement	\$ 13,762	\$ 12,579	\$ 1,183	
1017.000 - Capital Campaign	\$ 282,209	\$ 234,438	\$ 47,772	
1018.000 - Men's Club Checking	\$ 11,929	\$ 15,351	\$ (3,422)	
1020.000 - Charity Gaming Cash	\$ 96,559	\$ 97,136	\$ (578)	
1029.000 - Cemetery	\$ 42,866	\$ 42,846	\$ 20	
1026.000 - School, Technology, & Tuition Asst.	\$ 12,382	\$ 30,209	\$ (17,827)	
1023.000- Athletics	\$ 35,637	\$ 38,710	\$ (3,073)	
1024.000 - Christian Service Commission	\$ 41,724	\$ 41,992	\$ (268)	
Total Cash	\$ 886,478	\$ 844,318	\$ 42,160	
ADLF DEPOSITS				
1041.000 - Cemetery ADLF Account	\$ 100,637	\$ 100,573	\$ 64	
1043.00 - SCHOOL	\$ 147,999	\$ 147,905	\$ 94	
1039.000 - Day Care	\$ 69,704	\$ 69,659	\$ 44	
1040.000 - ADLF - Church Savings	\$ 181,677	\$ 181,561	\$ 116	
1044.000 - ADLF Deposit Ladies Club Savings	\$ 2,836	\$ 2,835	\$ 2	
1048.000 - New Church Building Campaign	\$ 2,420,745	\$ 2,419,249	\$ 1,496	
1042.000 - ADLF Deposit Facilities Repair/Upk	\$ 4,737	\$ 4,734	\$ 3	
Total ADLF Deposit	\$ 2,928,335	\$ 2,926,516	\$ 1,819	
Total Assets	\$ 3,814,813	\$ 3,770,834	\$ 43,979	
Liabilities, Fund Principal, & Restricted Funds				
Fund Principal				
3000.000 - Prior Year Net Assets	\$ -	\$ -	\$ -	
3100.000 - Revenue over (under) Expenses	\$ 2,849,784	\$ 2,849,784	\$ -	
Excess Cash Received	\$ 965,029	\$ 921,049	\$ 43,979	
Total Fund Principal and Excess Cash Received	\$ 3,814,813	\$ 3,770,834	\$ 43,979	
Restricted Funds				
Total Temporarily Restricted	\$ -	\$ -	\$ -	
Total Permanently Restricted	\$ -	\$ -	\$ -	
Total Restricted Funds	\$ -	\$ -	\$ -	
Total Liabilities, Fund Principal, & Restricted Funds	\$ 3,814,813	\$ 3,770,834	\$ 43,979	

**ST JOHN PAUL II
INCOME STATEMENT
For the Eight Months Ended
28-Feb-19**

Feb-19

For the 8 Months Ended 02/28/2019

3/7/2019

REVENUES						
	YTD	2018-19	YTD	%	2018-19	
	Actual	Budget	Variance	Variance	Budget	
PARISH INCOME						
Ordinary Revenues						
1	Sunday Offertory Collections	741,954	728,438	13,516	1.9%	1,103,064
1A	Out of Parish Collections	10,565	16,000	-5,435	-34.0%	24,000
2	Donations & Contributions	202,765	203,217	-451	-0.2%	305,175
3	School Tuition & Assistance	893,363	870,295	23,068	2.7%	1,168,671
4	Childcare & Other Fees	529,437	561,067	-31,630	-5.6%	802,778
5	Fundraising Income	159,295	153,333	5,962	3.9%	194,204
6	Cemetery Income	10,008	4,833	5,175	107.1%	7,250
7	Cafeteria & Concessions	97,465	106,310	-8,846	-8.3%	149,500
8	Rental & Other Income	63,275	64,402	-1,127	-1.8%	93,578
9	Interest & Investment Income	12,691	6,095	6,596	108.2%	9,145
11	Total Ordinary Income	2,720,819	2,713,992	6,827 F	0.3%	3,857,365
Other Revenues						
12	Christian Service Outreach	129,083	121,449	7,633	6.3%	148,413
13	Club Revenues	12,730	15,427	-2,697	-17.5%	49,778
14	Charity Gaming - Car Raffle	71,250	56,000	15,250	27.2%	87,800
15	New Building Donations	959,536	677,070	282,466	41.7%	901,958
16	Capital Improvement Donator	10,980	8,697	2,283	26.3%	14,300
17	Total Other Revenues	1,183,578	878,643	304,935 F	34.7%	1,202,249
19	TOTAL INCOME	3,904,397	3,592,635	311,762 F	8.7%	5,059,614
EXPENSES						
	YTD	2017-18	YTD	%	2018-19	
	Actual	Budget	Variance	Variance	Budget	
PARISH EXPENSES						
Ordinary Expense						
20	Salary Expense.	1,236,641	1,230,771	5,870	0.5%	1,876,346
21	Benefit Expense	338,913	356,370	-17,457	-4.9%	539,643
22	Training & Education	2,833	21,441	-18,608	-86.8%	34,750
23	All Assessments	177,318	178,076	-758	-0.4%	266,934
24	Cemetery Expense	2,014	3,133	-1,120	-35.7%	4,700
25	Out of Parish Collections	10,555	16,000	-5,445	-34.0%	24,000
26	Bank Fees & Bad Debt	490	400	90	22.5%	600
27	Rent - Parish Facilities (DC)	63,333	63,333	0	0.0%	95,000
28	Administrative Expense	76,300	73,168	3,131	4.3%	106,050
29	Stipends, Social & Misc Exp	17,221	7,137	10,084	141.3%	10,590
30	Fundraising Expense	28,555	50,420	-21,865	-43%	53,700
31	Utility Expense	78,298	78,174	125	0.2%	116,954
32	Property & Facility Expense	265,617	277,759	-12,142	-4.4%	413,628
33	Spiritual Life/Liturgy Expenses	28,062	45,111	-17,049	-37.8%	65,628
34	Program & Instructional Exper	124,032	141,144	-17,112	-12.1%	198,865
35	Tuition Assistance Program	9,000	-	9,000	0.0%	-
36	Athletic Expenses & Fees	28,245	25,386	2,859	11.3%	45,525
37	Total Ordinary Expense	2,487,427	2,567,823	(80,396) F	-3.1%	3,852,913
Other Expense						
38	Christian Service Outreach	123,084	122,007	1,077	0.9%	148,413
39	Capital Improvements	204,177	70,656	133,520 U	189.0%	102,392
40	New Building Expenses	95,701	280,000	-184,299 F	0.0%	400,000
40A	Car Raffle Expenses	5,272	21,000	-15,728	0.0%	30,000
41	Club Expense	23,709	26,401	-2,693	-10.2%	49,778
42	Total Other Expense	451,942	520,065	-68,123 F	-13.1%	730,583
43	TOTAL EXPENSES	2,939,369	3,087,888	(148,519) F	-4.8%	4,583,496
44	NET TOTAL INCOME (DEFICIT)	965,029	504,747	460,281 F	91.2%	476,118

	YTD	YTD	YTD	%	2018-19	
	Actual	Budget	Variance	Variance	Budget	
Net Ordinary Income (Expense)						
45	Total Ordinary Income	2,720,819	2,713,992	6,827 F	0.3%	3,857,365
46	Total Ordinary Expense	2,487,427	2,567,823	-80,396 F	-3.1%	3,852,913
47	Discretionary Capital Improvements	204,177	70,656	133,520 U	189.0%	102,392
48	Net Discretionary Income (Expense)	29,216	75,513	-46,297 U	-61.3%	4,452

Minutes
Parish Life Commission Meeting
St. John Paul II Parish

March 5, 2019

A Parish Life Commission meeting was held at 5:00 PM on Tuesday, March 5, 2019, in the Upstairs Conference Room of the Parish Office Building at the St. Joe Hill Campus in Sellersburg, Indiana.

The following members of the Parish Life Commission were present: Fr. Tom Clegg, Rosella Klein, Betty J. Popp, Pat Millman, Ron Platt, Judy Platt and Linda Hunter.

Fr. Tom Clegg, the Parish Life Commission's Pastoral Team Liaison, led the meeting. Linda Hunter recorded the minutes. Fr. Tom began the meeting with a prayer and members joined with spontaneous prayers.

The first item of discussion was the Chili Lunch held on Sunday, March 3. All felt positive about its attendance and fellowship. Judy Platt asked how help is recruited for events. A discussion ensued concerning Men's and Ladies' Clubs help at these events. Judy suggested name tags be worn at events.

Name tag Sunday was discussed. It was noted that parishioners tend to sit in the same row or area in church and thus would be meeting and praying for the same people each week. Fr. Tom said that there are ways to move people around the church but seating can be a sensitive subject. More thought should be given to this subject.

The next item of discussion was the Newcomers Welcome planned for Saturday, March 30, 2019, at 7:00 PM in Father Gootee Hall located in the basement of the St. Paul Chapel. Fr. Tom said that invitations are being sent to approximately 60 new parishioner families near the end of this week. He asked commission members to follow up with phone calls to new parishioners during March 15 through 22. Each committee member will be asked to call 10 people. Fr. Tom will send the names to members by the end of the week. The Newcomers Welcome is a family event and children are welcome

Fr. Tom will prepare an agenda for the Welcome event and will bring the wine. Rosella Klein will arrange for cheese trays and cookies. Fr. Tom would like round tables with tablecloths and centerpieces set up between the poles and in front of the stage. The hall will be available for decoration beginning at 9 AM on March 30. Judy Platt volunteered to lend her yellow and gray tablecloths. Linda Hunter agreed to locate centerpieces.

The next item of business was the Phone Tree. Fr. Tom asked for a progress report on volunteers for the Phone Tree and requested that lists of volunteers be sent to him. Fr. Tom has

Parish Life Commission Minutes

March 5, 2019

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talked with Marlene Stammerman and she will have a script for the Phone Tree. There will be a 15 minute training session at the beginning of each evening. Fr. Tom will announce in church that parishioners should expect a phone call.

The Groundbreaking, Raffle and Pitch In was discussed. The Raffle and Pitch Inn will be held on May 19 since that date has been announced. However, it is possible that the Groundbreaking may be delayed.

Below is a table of proposed future events with dates and notes:

<u>Date</u>	<u>Day</u>	<u>Event</u>	<u>Location</u>	<u>Notes</u>
March 21, 2019	Thursday	Ladies Club Annual Card Party	St. Joe Hill Campus	Third Thursday of March
March 30, 2019 at 7:00 PM	Saturday	Newcomers Welcome	St. Paul Campus	Last Saturday of March
April 8-11, 2019	Monday-Thursday	Parishioner Phone Tree	St. Joe Hill Campus	
May 19, 2019	Sunday	New Church Groundbreaking, Raffle and Pitch In	St. Joe Hill Campus	Food to gym at 1:00 PM; Groundbreaking 1:30 PM; lunch to follow

The next Parish Life Commission meeting will be held on Tuesday, April 2, 2019, at 5:00 PM. After closing prayers, the meeting adjourned at approximately 6:00 PM.



St. John Paul II Stewardship Commission

Meeting Minutes

March 7, 2019 @ 6:30 PM – St Joe Hill

Attendees: Fr Tom Clegg, Mag Young, Keith Thompson, Julie Eickholtz, Glenda Minnick, Tim Grove, Yvonne Stutesman, Ann Harbeson

Absent – Teresa Oberhausen, Emily Horine, Joann Ettel

Leadership: Chair- Keith Thompson

Secretary: Ann Harbeson

I. Opening Prayer (First Fifteen) – lead by Mag

II. Stewardship of Treasure- Review and discuss poster and commitment card for Stewardship of Treasure (Keith) Review Letter to the parish (Fr. Tom) and the bulletin announcements (Mag). –

- i. Table the 90-day challenge campaign for Stewardship of Treasure in light of the shortfall for the new church due to material cost increases – revisit in April
 - NOTE: new Church ground breaking in May and building in Fall 2019

III. Upcoming projects

1. United Catholic Appeal (late October & first of November) – Mag & Keith will volunteer to take lead
2. Financial Peace University (Volunteers to take on project?)
 - a. Dave Ramsey offers three programs (Financial Peace University (9 evenings for 1 3/4 hours each), Smart Money/Smart Kids (6 evenings), & Legacy Journey) – do we want to offer a different program this year or offer one of other programs
 - i. Yvonne to reach out to Tony Koenig & Kim to see if there are interested in hosting
3. Spiritual Gifts Course (Volunteers?) (4-2 hr sessions) Free will accept offering for cost of course - \$25.00 per book (Yvonne is proposing course for Wednesday night, 7/24,7/31,8/7,8/21)
4. Alpha Project (August 15th anticipation Mass).



a. Alpha Program will start on Thursday evening, August 15 at St. Paul, basement of church (11-12 week Program primary focused for unchurch people)

IV. All upcoming Meeting Dates will be moving to Thursdays (4/11/19, 5/9/19, & 6/11/19 – (No meeting in June)

V. Closing Prayer

❖ **ACTION ITEMS**

- Committee Roster changes:
 - Remove Chad Lyons, St. Francis Xavier
 - Add Emily Horine, St. Francis Xavier (ehorine93@gmail.com)

Next Meeting: Thursday, 4/11/2019 @ 6:30 PM

Our Vision Statement for St John Paul II Parishioners

1. People who have a personal relationship with Jesus and feel comfortable sharing their faith with others.
2. People who are open to the gifts of the Holy Spirit in their lives.
3. People who have a knowledge and love of the scriptures.
4. People who know basic Catholic teaching.
5. People who are committed to daily prayer and can pray spontaneously when asked to do so.
6. People who are committed to Sunday Eucharist.
7. People who see their lives as given to God's work.

"Managing God's Resources, God's Way, for the Glory of God"

**SJPII Youth Ministry Parish Council Report
March 2019**

Athletics

- Basketball and cheer is wrapping up for PreK-grade 4.
- Soccer and track is starting up
- Golf Clinic registration is now happening.

Youth Ministry

- The small groups for Confirmation are going well.
- Visited with grades 5,6, 7, 8 at the parish school for Mardi Gras. We shared a snack and made Mardi Gras masks.
- High school youth had a great time participating in a progressive dinner on Sunday, February 24th.
- Our parish has a high school coed volleyball team this year. Games have started and we have games on two more Sundays in March. It's a great group and we have shared a lot of laughs!
- Sign-ups are now happening for the self-esteem/self-care program for middle school girls.
- NCYC information is rolling out from Arch Indy.

Technology

- Nothing to report at this time.

I have tendered my resignation to Fr. Tom. My last day at the parish will be June 30, 2019. It has been a true blessing to work at such a great and supportive parish! Thank you for the opportunity.

Submitted – Dawn Schepers