

Finance Board Meeting Sacred Heart Parish

9/6/18

Present: Father Mark, Joe Behrens, Rosie Sporrer, Schellie Meiners, Donna Kemper, Karen Prebeck,

Absent: Melanie Bauer, Dan Weidl

- I. Parish monies and where go to and procedures
 - a. Reviewed diocesan financial and internal control norms issues 7/2011
 - i. Need receipts
 - b. Rosie and father sent initial copies as due 8/31/18
 - c. Father on all bank accounts as of July, 2018
 - d. Father did corporate resolution
 - e. Financial Council Constitution
 - f. Collection counters
 - i. Need 8 per parish (not related or married couples) to rotate
 - g. Would like guild treasurer on Financial council
 - i. Dues for guild mailed to Parish office in Breda
- II. Reviewed Parish Bank & Investment Accounts/Software/Payroll
 - a. Rules need to be complied with
 - b. 7/1/17 Bookkeeper handles all finances
 - c. All guild dues to parish office
 - d. Treasurer can get a report
 - e. If guild/parish needs new roasters/vacuum/etc parish needs to pay for these items not guild
 - f. Father feels one general checking account; move all other accounts to savings
- III. Kuemper School Payments
 - a. 6/30/18 due to Kuemper
 - b. \$29205.27 due and paid on July 2018
 - c. Last year assessment was \$150481.51
 - d. This year assessment is \$143247.42
 - i. This will more than likely change
 - ii. \$137K Kuemper assign to other parishes due to Roselle and Lidderdale parishes are no longer active
 - iii. Templeton picked up one family from Roselle
 - iv. Halbur picked up six families from Roselle
- IV. Ministry 2025
 - a. Receiving parish gets all financial monies except for families that choose another parish, some of that monies follows them (a percentage)
- V. Reviewed financial statements
 - a. 7/1/17-6/30/18
- VI. Reviewed copy of Check Register for all accounts

- a. 7/1/18-6/30/18
 - b. Will show every two months for review
- VII. Financial Report submit to diocese
 - a. 4 meetings every year by financial council
- VIII. Ministry 2025
 - a. Father gave review of all changes to date
 - b. 2 members Holy Angels move to Halbur finance board
 - c. Closed Holy Angels forever website
 - i. Diocese has to know where monies/donations going
 - ii. Violation of financial and internal controls
- IX. Finance Council
 - a. Canon Law requires
 - b. Parish Council not a finance council
 - c. Need pastoral council
 - i. Not every parish but every pastor
 - d. Pastoral Council
 - i. Teams to focus on:
 - 1. Liturgy
 - 2. Cemetery
 - 3. Parish life
 - 4. Greeters
 - e. Want to not reconstitute finance council
- X. Servant Keeper upgrade to parish Soft
 - a. Completed upgrade to software
 - b. Father hoping to put insert into bulletin within couple months for parishioners to access
- XI. DAA 2018
 - a. First number – Diocesan goal
 - b. Second number – parish support goal
 - c. Third number – number of envelope holders
 - d. Supporters of Kuempers number are lower
 - e. Father's personal goal is to get cards back, even if give nothing
 - f. Shared what monies are used for
- XII. Parish Buisness – Drive or transport for Parish Business
 - a. Insurance request for driving r/t parish function
 - i. Drivers background check
 - ii. What meant by:
 - 1. Driver to purchase/pick up supplies for events
 - 2. Money counters,
 - 3. Etc.
- XIII. Involvement
 - a. Will be looking at terms for councils
 - i. 3+3 term

- ii. Look at other entities and terms
- iii. Lock box safe for money counters to put money in
 - 1. Templeton has a safe

XIV. Mass Offerings

- a. Why Carroll have so many
 - i. They are in the process of weeding out
- b. 7/1/18 only one offering per mass
- c. Where does money go
 - i. Mass offering fund until used
 - ii. After one year, if have any monies left support to send to propagation faith unless family refuses

XV. Next meeting to be announced

- a. Father to call the meetings
- b. Anticipate in November
- c. Would like following schedule:
 - i. July/August
 - ii. November
 - iii. February
 - iv. May – approve budget