

Meeting Minutes
St. Mary Catholic School
Finance Advisory Council
August 28, 2019

In Attendance:

Rev. Doug Halsema
Amy Akins
Serra Abel
Christine Carter
Matt Walker

Absent:

Josh Reiker
Anna Demkowicz

Meeting began at 11:14am.

Handouts were:

1. Minutes of 5/22/19 meeting, 1 page
2. Profit & Loss Budget v. Actual July 2018 through June 2019, 5 pages
3. a copy of an emailed list of questions from Christine Carter to Amy Akins with the subject heading "Financials Questions" and dated May 29, 2019

Amy answered Christine's emailed questions, and the balance sheet was discussed.

Amy mentioned that the Step Up For Students review of the school conducted by the State of Florida was complete and the school was fully approved.

Amy mentioned the "upcoming maintenance projects" list which had been compiled following the May meeting, noting that the list has been updated, and that she will email it to committee members next week. She suggests setting a 3-year financial plan for completing these projects and maintenance items. Currently, 5% of all fundraising efforts is allocated to the school bus repair and replacement fund. Amy would like to establish a similar consistent, fixed allocation for school-wide repair and replacement needs.

Profit and Loss handouts were reviewed. Christine noted that it would be more helpful and productive for the P&L to include a 2- or 3-year (or some other period-to-period) comparison, rather than just looking at what was budgeted versus actual results. This would shift our attention from budgeting to actual performance.

In a discussion of Amy's upcoming flexed budget, she noted that she would construct it based on a student body of 400 rather than on the current enrollment of 406 due to the usual fluctuations that inevitably occur throughout the year.

Serra had to leave early at 11:48am.

Previous meeting's minutes were approved.

Next meeting dates will be determined via email.

The meeting was adjourned at 11:59 am.

Next Council meeting October 16, 2019