

Sacred Heart Parish Finance Council Meeting

PFC Meeting Minutes – August 20, 2015

PFC attendees - Fr. Danny Ramos, Rudy Maranca, Andy Stryk, Ginger Martin, Jun Mendoza, Tom Crowe, Lorenzo Perez, and Niki Goodman

1) Opening Prayer

2) Previous minutes – for July 22 were approved as written.

3) Financials -

- a) We reviewed the July financial reports, showing our 1 month net income of about \$7K. This net income is about \$7K below our budgeted net income due to one-time expenses.
- b) The May, June, and July 2015 bank reconciliations were reviewed by Jun Mendoza and were accepted.

4) Update from Capital Campaign Committee

- a) The first phase started on March 25 and the last phase will conclude this fall. No data will be publicized under the campaign is concluded.

5) Update from Parish Pastoral Council – n/a

6) Old Business

- a) We have opened a new on-line account with Vanco Services and the “On-Line Donation” button is now active on our parish website. Our 10 credit card parishioners were invited to try the on-line donation last month. The rest of the parishioners will be invited in October, after the parish festival.
- b) We need to develop an inventory control system for movable assets such as tables and folding chairs. A checkout form was developed by Ginger Martin for use by parishioners who want to borrow them for a short time period for off-site events. We will not use a barcode system due to expenses.
- c) Andy will work on a brief 2014-2015 annual financial statement as a bulletin insert for our parishioners. A full report from Niki will also be made available to anyone requesting it.
- d) The KCs now plan to install the new metal cooking pavilion in the grass behind the rear parking lot, thereby providing covered parking for Father Danny & Diane all year.

5) New Business -

a) The annual audit has been conducted and the results should be available in September, perhaps at our regular meeting.

6) Unresolved Issues for future meetings -

a) The annual review of our Policies & Procedures Manual for possible minor revisions will be in September. Revisions to include are miscellaneous income, counting procedures, and bidding procedures.

b) The effectiveness of our use of PDS, the Parish Database software was discussed. Further discussions are necessary in this area.

c) The long-term plans for our playground area were discussed. This question was referred to the Parish Pastoral Council for their discussion.

d) A bid of about \$1,300 per day from Seyforth Services for roof repairs was discussed. It was decided to have them come to the church soon and explain their proposal in more detail. Apparently, there were several areas of roof leakage during the Spring rains, including classrooms 3 & 4 and Father Danny's office. Other contractors will also be contacted.

7) Next Finance Council meeting is Thursday, September 17 at 7:00PM -

Finance Council meetings are scheduled for the third (3rd) Thursday of each month.

Minutes by Tom Crowe

Approved – September 17, 2015