

Finance / Administrative Services Committee
Report to Parish Council
Date of Meeting – March 15, 2011

Members Present: Dave Dooley, Janet Doyle, Steve Gastreich, Peter Harren, Father Vince Kobida, Bernie Stich (Chair)

1. Topics / Issues / Projects Discussed

Budget

- Dave distributed the packet of budget materials, which he and Deb assembled. It included several reports and a detailed explanatory narrative on the budget. He thoroughly reviewed the narrative and provided additional information. The major points and concerns are listed below.
 - Membership continues to decline; so do contributions (an average of 13% per year). Costs of repair and upkeep for our aging facilities, however, are increasing.
 - The school has a net operating income of \$25,624, but the school is not a stand-alone entity. Another \$120,000 in bookkeeping, maintenance, and buildings and grounds expenses could justifiably be allocated to the school budget.
 - Salaries and benefits make up 71% of our operating expenses.
 - Operating expenses, excluding salaries and benefits, are relatively fixed; reductions would be difficult if we want to maintain our core mission activities.
 - The budget, as in prior years, shows a substantial operating deficit. For 2011-12 it is \$275,000. But grants of \$48,000 from the Educational Trust Fund reduce the deficit to \$227,000.
 - The Ethel Dix Fund will supply the \$227,000 needed to balance the budget. Because the market is good again, the increase in our reserve funds will pay for 60% of this year's deficit. But 2-3 years of a down market could pose a real dilemma.
 - It is estimated that the parish will be able to go on financially for another ten years because of our reserve funds. If we were to sell some of our buildings, this could be stretched to 20 years.
- Dave indicated that he would have to write to the archbishop by 5/15/11 for his approval of our deficit budget. He will have to explain how we are going to cover our budget shortfall, and how we are going to recover from this deficit position.

Finance

- At our next meeting Dave will present an updated financial report and forecast based on actual data through the third quarter of our fiscal year.

Buildings & Grounds

- We will be hiring a contractor to rework the garden area in front of the church entryway. The B&G committee recommended that the area be as maintenance free as possible – perhaps a rock garden with a few plants and some boulders. The parishioner who has planted flowers and cared for the garden for years is no longer able to do it.

Stewardship

- Mailings were sent to Legacy Society members.
- A weekly stewardship reflection that ties to Sunday's readings continues to be published in the bulletin.
- A down payment was made on the 2012 calendar. A number of calendars will be set aside for newly registered parishioners.

2. Next Meeting:

Date – April 19, 2011

Major Agenda Items

- Finalize the Budget for Presentation to Parish Council
- Financial Update
- Reports from Buildings & Grounds and Stewardship Committees
- Report from Parish Council