

St. Joseph the Worker
Finance Council November 23, 2010
MINUTES

CALL TO ORDER – 7:00 pm Room 8

PRAYER – Dave Steinman

PRESENT - David Stienman, Michelle Bartley, Donna Lund, Paulette Szkudlarek, Aric Stienessen, Christine Battist, David Stevens and Mary Jo Dickinson

REVIEW MEETING NOTES - September 28, 2010 – no changes

REVIEW FINANCIAL STATEMENTS + VARIANCE REPORTS - October 2010

Income – Faith Formation - there is a change in the invoicing cycle for tuition. The first notice is going out next week. There are 60 fewer students this year. This is a potential \$5400 negative impact. Other income – the first rebate from the Catholic Services Appeal generally comes in October. It has not. The budget is for \$16,000.

Expenses – Nearly all of the variances are timing related. The exceptions being the window replacements and the sidewalk repairs.

ADMINISTRATORS REPORT

Commitment to Parish Life program – currently 482 financial commitments have been returned totaling \$834,563. Our goal is to have 600 commitments. Of those that have been returned to date there has been an accumulative 26% increase over the most recent year offertory.

Parish Visioning Process – The pastoral council is working to distill and refine the materials generated at the 2 working sessions that were held in August. There is a tremendous amount of material to be reviewed.

OPEN DISCUSSION

Use of Reserve Funds for unbudgeted expenses – typically any unbudgeted major maintenance job during the year is carried as an expense for the current year. At the end of the year reserve funds are used to cover any balance that has not been covered with general operating income.

2011/12 Budget Discussion

Major Maintenance/Capital Repair – currently the General Operating Reserve is at \$524,013 and the Major Maintenance Reserve is \$240,000. The Archdiocese recommends 60-90 days of operating expenses be held in reserve. Premier Bank recommended one-year debt service to be held in reserve (currently \$415,000 per year) at the time of the original loan for the building. The large potential major maintenance items are the roof for the faith formation wing (\$113,000) and the 25-ton air conditioning unit that serves St. Joseph Hall (\$25,000). If they failed today we have adequate reserves to cover.

Lay Salary and Benefits – The Archdiocese salary survey should be coming out shortly. Mary Jo anticipates a 10-12% increase in lay medical benefit expenses based on history. There is a major restructuring announcement next week on the future of the lay pension plan. For the current year SJTW (the employer) contributes 7.5% of the previous year's salary for eligible employees. This was increased from 5% in the previous budget year.

Income projections – By the February meeting there will be more information on CPL responses. The current year budget for Sunday Contributions including one year debt fund pledges is \$1.69 million. Based on the current commitments to CPL (\$834,563) and the previous giving of those who have not responded to CPL I am using \$1.6 million as a working projection for 2011/12 Collection income.

NEXT MEETING DATE - February 22, 2011

AGENDA FOR NEXT MEETING - Continue 2011/12 Budget Discussion

CLOSING PRAYER - Mary Jo Dickinson

St. Joseph the Worker Mission Statement

“Our faith family is striving to be a welcoming, spiritually vibrant community celebrating the challenge to live the mission of Jesus Christ.”