

Saint Maximilian Kolbe Parish
January 17, 2017 7:00PM

Finance Council Meeting Minutes

Finance Council members in attendance: Rich Tereba, Bob Obert, Rich Carmel, Keith Gehring, Phil Cottell and John Monroe

Absent- None

Staff: Father Geoff Drew and Lakme Kodros

Guests- Larry Witskin, Facilities and Paula Fogt, Stephen Ministry

I. Opening prayer & Recitation of Our Parish Mission Statement

This month we prayed for the Pastoral Council

II. Lazarus at the Table- This month's discussion was led by Bob covered Chapter Four. February reading is Chapter Five. The lead responsibilities for the remainder of the year are as follows:

February- Keith

March -Rich C.

April-Rich T.

May-Phil

June-John

III. Facilities Committee-

A. The fluorescent lights are being replaced with LED lights. The cost to do this is \$15,000. Duke Energy is giving the parish a rebate of \$9,500 and a distributor is giving St. Max an additional rebate for the balance of \$5,500. Therefore, the cost of the light bulbs to the parish will be zero. However, there is minimal cost for the installation of the bulbs of around \$1,800. After this installation, the parish lighting should be 80-85% LED lighting. The biggest savings in monthly lighting electric costs will come from converting the parking lot lights to LED. This should happen in early 2017.

B. Another savings to the parish will be the installation of fiber optics into the building. The Spectrum acquisition of Time Warner has created an opportunity to upgrade our internet pipe line to 25mbph with fiber cable. Time Warner wanted \$15,000 to do the upgrade in August of 2015. Spectrum is doing it for free in now.

C. The facility committee is working on the update to the 10-year plan.

IV. Stephen Ministry- The representative from Stephen Ministries, Paula Fogt spoke to the FC about the progress of the ministry. The ministry started in 2014 at St. Max. It currently has 35 ministers and 8 to 10 more are starting in a new training class in 2017. This is a national program which provides confidential one to one Christian care to individuals who are experiencing difficulties in their lives. The ministry has helped 81 people since it started at St. Max. They are looking for more male ministers.

V. Review of Monthly Financials, Minutes, Cash Flow and Journal Entries –

A. The minutes from November were approved.

- B. The November/December financial questions submitted to Lakme by Rich T. and Keith were answered and discussed and resolved to the satisfaction of the FC. The parish remains on budget.
- C. Keith's report on the comparison of actual vs, budget on a percentage basis on the Statement of Activities was reviewed. Phil suggested that FC should continue this report and that it would be a good document to review in the preparation of the budget.
- D. Phil was unable to perform the journal entry review for November/December. He will have this completed by the next meeting.

VI. Old Business

- A. Capital Campaign & Steering Committee- This committee has met and is still in the early formation process. The Together We Grow(TWG) campaign has pledges of \$3.6 million. Receipts through 12/31/2016 are \$147,000. The second payment is due before the end of January 2017. The parish debt at the end of December is \$574,000.
- B. Catholic Tuition Assistance - There will be no change to the program for the 2017-2018 school year. Fr. Geoff will send letters notifying parents of this. The letters will be sent to all parishioners with children whether they send their children to catholic schools or not. These letters added information about grants being available through the Archdiocesan One Faith , One hope , One Love part of the TWG Campaign. The cost of the program will be \$370 per student with St. Gabriel and \$310 per student to the other catholic schools.
- C. Drive Down the Debt Envelopes- FC agreed in November to keep the Drive Down the Debt envelopes until April 2017. Rich T. suggested that we should keep this envelope until at least June 2017 since the debt wouldn't be paid off until at least then. The FC agreed to keep that envelope until June and then change it to the 10-year Maintenance envelope.
- D. Publication of FC Minutes and/or Bullet Points on Parish Website- A draft of the November minutes bullet points was presented for FC review. Numerous changes were suggested for the future. Bob agreed that he would contact Sarah of the parish office to get the actual minutes for January in the private portion of the site and the bullet points on the public portion site. The minutes would be sent to the FC within one week after the meeting for approval. The minutes would be approved before the next meeting and posted.
- E. St. Max Mission Training Day is Saturday January 21, 2017 in the gym-RSVP to saint-max.org/mission

VII. New Business

- A. Term Discernment – John Monroe will be the next Chairperson of the FC for 2017-2018; Rich C. has committed to a second term ending June 2020. The vice-chair position for 2017-2018 is still open. Below are the terms of all members of the FC:

Carmel, Rich	Second term ends in June 2020
Cottell, Phil	Second term ends in June 2018
Gehring, Keith	First term ends in June 2019
Monroe, John	Second term ends in June 2019

Obert, Bob
Tereba, Rich

Second term ends in June 2018
Second term ends in June 2017

- B. Leadership Discernment Committee- Rich T. is on this committee and John Monroe agreed to be the second person from FC on this committee.
- C. Section II- Council & Commission Intra-Leadership Responsibilities- These will be discussed in the FC February meeting.
- D. Goals for FY2017 –
 - 1) Publishing Bullet Points from FC meetings- Bob will start with the January meeting to get these published.
 - 2) 10 Year Budgetary Planning- Bob will work with Fr. Geoff and Lakme to get this started. The items to be considered are savings, facilities, 10-year plan and emergency fund. Further discussion will be held on this in the February meeting.
 - 3) Other FC Goals for FY 2017- None were determined.
- E. Save the Date Ministry Leader Day of Reflection August 26, 2017
- F. St. Max Website- updates to site- All Commissions and Councils members are asked to give Sarah Merkel in the office information on the site that needs updating.

VIII. Closing Prayer-

Meeting ended at 9:15 pm
Submitted by Bob Obert

**Next Finance Council Meeting: Tuesday February 21, 2017
7 PM In the Youth Room**