

Our Lady of Peace Parish Finance Council Meeting – Wednesday April 27, 2016

ATTENDEES: Fr. Walter Dziordz, Mike Clark, Bill Lucas, Joe Phillips, Don Wittmer, Kellie Moore (Business Manager/Parish Administrator), Nicole Manganello (School Board), Nicole Ward-Serpico (School Board), Bill White, and Tony Wilkinson
Absent: Mike Murphy

AGENDA

- 1 – Construction update
- 2 – Introduction of new school principal
- 3 – FACTS implementation
- 4 – Parish financial report
- 5 – Sunday offertory
- 6 – Capital campaign – DOJ deposit account
- 7 – Stewardship program
- 8 – Facility assessment
- 9 – Bulletin communication
- 10 – Fr. Al Scholarship
- 11 – Capital campaign donor recognition

DISCUSSION

1- Construction update:

Reps from Kimley-Horn advised on the scope of work needed to remedy the church's severe storm water drainage and flooding issues. Bids have been requested from companies approved by DOJ. The estimated project cost is over \$100K.

2 – Introduction of the new school principal:

Tony Wilkinson was introduced. Tony will become the principal at Our Lady of Peace school on July 1, 2016.

3 – FACTS Implementation:

It was reported that families have begun to register to use the FACTS school tuition system beginning with the 2016/17 school year. All but 42 families have signed up to date.

4 – Parish financial report:

A balanced 2016/2017 budget will be submitted no later than June 15th, the date allotted by DOJ.

5 – Sunday offertory:

The actual weekly receipts through 43 weeks were \$24.7K short of budget. It is projected the yearend shortage will be \$35.0K. The trend over the past four years has been a decline in the number of envelopes resulting in a \$150K decline in annual contributions.

6 – Capital campaign – DOJ deposit account:

The total parking lot project cost was \$1.46M Pledges totaled \$1.69M of which 58% has been collected.

7 – Stewardship program:

A committee, comprised of Parish Council and Finance Counsel members, needs to be formed to learn the DOJ guidelines for implementing a Stewardship program.

8 – Facility assessment:

Don and Kelly will compile a map of the projected spending associated with the facility replacement items recommended by the DOJ consultants based on system age and priority. Once this is developed a budget plan will be prepared and shared with the parishioners.

9 – Bulletin communications:

Kelly and Joe will work together to have a monthly finance related article placed in the bulletin.

10 – Fr. Al scholarship:

A memorial plaque commemorating Fr. Al's years as pastor has been ordered. It will be mounted over the gym entrance. Kelly will finalize the draft of a brochure announcing the Fr. Al Scholarship with expectations will be ready for approval by the end of May.

11 – Capital campaign donor recognition

As recommended by CCS, recognition of major donors to the parking lot capital campaign will be recognized, either via a permanent wall plaque in the church lobby, or by stone monuments placed in the parking lot landscaping islands.

The next Finance Council meeting will be Wednesday May 25, at 6:30 PM , in the counters' room (unless changed).