

## **Our Lady of Peace Parish Finance Council Meeting – July 18, 2018 at 6:00 pm**

ATTENDEES: Rev. Mark Baron, Mike Clark, Dave Bertram, Bill Lucas, Mike Murphy, Kellie Moore -Business Manager/Parish Manager, Sandra Sobotka.

ABSENT: Bill Chromizky

### AGENDA

- 1 – Introduction
- 2 – Member Assignments
- 3 – Facility Planning
- 4 – Audit Report
- 5 – School Business
- 6 – Financial Results
- 7 – Additional Results

The meeting opened with a prayer by Fr Mark Baron at 6:00 pm. The May minutes were reviewed and approved.

### DISCUSSION

**1– Introduction:** Fr Mark Baron announced that he has been assigned to Our Lady of Peace as the associate pastor. As of now, in June of 2018, he will be appointed the pastor and Fr Walter Dziordz will be reassigned to Stockbridge Massachusetts. Fr Mark will oversee the religious education program and teach religion classes at the school.

**2– Member Assignments:** A motion was made and approved for Bill Lucas to accept the role of finance council chairman. Joe Phillips was acknowledged for his dedication and accomplishments during his term as chairman. The member assigned to review the parish bank reconciliations noted all accounts were in order and being reconciled appropriately each month, no issues were noted.

**3- Facility Planning:** The parish received six bids for the new church air handlers/HVAC system. All bids were reviewed by the architect, engineer, facility team and Diocesan buildings department. The contract was awarded to Oakbrook Mechanical. The project budget is \$525,000 with an expected start/completion date of mid-September through mid-October. Weekly communications will be published in the bulletin and on line as the start date nears. The parish main doors will be repaired and refinished this August.

**4–Audit Report:** The 2016-17 audit report indicated that the parish is in compliance with Diocesan financial policies and controls. No major findings were noted. The finance council and Fr Walter reviewed the recommendations of the audit and implemented the recommendations if appropriate.

**5-School Business:** Projected Enrollment for the 2018-19 school year was reviewed. Enrollment for K-8 is currently at 202 students versus 232 for the school year ending 2017-18. The CSO received the contact information for all families that have transferred out of Our Lady of Peace the last three years. They are sending electronic exit surveys to all families. The results of the surveys will be provided to the principal in August.

**6-Financial Results:** The preliminary 2017-18 financial results were reviewed and discussed. The final year end reports will be presented at the August meeting for approval. The Diocesan and parishioner annual reports will be submitted and published in September 2018. Preliminary reports indicated positive results for the parish overall. The parish, school and religious education are operating within Diocesan guidelines.

**7-Additional Reports**– The parish met and exceeded its annual goal. The parish will receive a rebate of 70% of the surplus pledges to be directed towards the operating needs of the parish.

**Sunday Budget vs Actual** – The year to date collections were reviewed.

Fr Mark Baron closed the meeting with a prayer at 8:30 pm.

Next Finance Council Meeting – August 22, 2018 at 6:30 pm