

Our Lady of Peace Parish Finance Council Meeting – May 18, 2022
10:00 am Virtual

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

Opening Prayer

1 – Fr. Mark opened the meeting at 10:00 am with a prayer. The March 2022 minutes were reviewed and approved.

Parish Business

2 – Giving Tree & Outreach

A final report for the 2021 Giving Tree and Outreach was prepared by the business manager and presented to the council and Fr. Mark for discussion and recommendations. In January 2022 Fr. Mark assigned Parish Outreach to the business manager as part of the newly formed SMT (Service Ministry Team). This outreach ministry will include oversight and management of the Younger Than Ever Seniors social club, Deacon Paul Food Pantry Ministry, Parish Blood Drives and the Christmas Giving Tree Program. In addition, it was supported and approved that OLP would grow their outreach efforts and partner with the City of Refuge Chicago Ministry to support their mission of helping children through free youth sports programs and mentorship from their churches and local police officers. OLP is currently reviewing a second local ministry to also partner with to assist residents with their financial needs.

3 -Sunday Offertory YTD

The Sunday offertory actual vs budget for FY 21-22 was reviewed. Through the forty-third week of the FY 21-22, the offertory is at a budget surplus of \$30383. The 21-22 weekly budget is \$17,000. The number of parishioners using the online donation service has increased to 399 donors. The final total for Easter was \$40,681 with a budget of \$30,000.

4 – Parish Budgets FY 22-23

The detailed parish budgets were sent to all members prior to meeting. The reports were reviewed and discussed by the council. Questions were addressed and the council approved the budgets to be submitted to the Diocese of Joliet by June 6th, 2022.

5 - Employee Retention Credit - ERC

Our Lady of Peace qualifies for the Federal ERC for the year 2021. The Diocese has secured the services of the accounting firm Eide Bailly to work with the business office and manage the application and filing process. The parish will receive an engagement letter from Eide Bailly to be reviewed by the finance council. More information will follow.

6 - Parish Office Staff

The current business office support person is retiring on June 8th and the new employee will transition that week to a hybrid role of business and parish front office. The parish receptionist/support person will be working remote and the onsite duties will be distributed between the remaining three parish office staff members. The parish will not replace the part time front office position at this time.

7 - Divine Renovation

Fr. Mark reported the Pastoral Council is working on the mission and vision statement for the parish along with a possible parish survey to assess the needs of the parishioners. The new Pastoral Council will now be introduced to the parish in June 2022.

8 - New Staffing Position

The religious education department will add a part time support person on July 1, 2022 to assist with office duties, sacramental preparation and on site class nights.

9 - Younger Than Ever Seniors

The Seniors club enjoyed a Maui in May luncheon and live entertainment this month. The May attendance was 75 seniors and continues to increase, several guest seniors have registered in the parish at the event. Future planning includes a senior resource event and presentations from Fr. Mark on Catholic topics and estate planning.

10 - ALPHA

The second session of Alpha has concluded and planning for the fall is taking place. The second session saw fewer participants than the first, but was still a successful program for the attendees. Dave Bertram, a member of the FC and SMT, has been assigned to oversee the Alpha program moving forward. Fr. Mark requested an Alpha committee to be formed for the fall session to assist with marketing, engagement, communication and operations. This request was supported by the council.

Financial & Other Reports

11 - Food Pantry

Year to date donations through April are \$74,344 and expenses are \$82,161. Donations are down \$22,758 from April of 2021. The Food Pantry account has a healthy balance to continue to provide food and personal care items for our patrons. The food pantry continues to serve 45-55 families per week from our surrounding communities. Under the new coordinator, Trish Gurtner, several efficiencies have been put in place to streamline operations and allow for better service to our patrons.

12 – Annual Deans Report

A communication was shared with the council from the Diocese regarding parishioner and sacrament data for 2019-2020. The parish has seen a decline in parishioners during that time period and currently has 1650 registered families. We saw a substantial increase in infant baptisms and funerals, while weddings remained the same.

13 - CMAA

The 2021-22 CMAA reflects a pledge amount of \$155,917 to exceed our parish goal of \$95,800. At this time 501 OLP donors support the CMAA through May 16, 2022. Our current 2022 rebate stands at \$23,954.

14 – Endowment Fund

The current balance in our parish endowment fund is \$341,266. The parish has requested the annual distribution and capital improvement amount of \$16,800 that will be allocated to the Religious Education program for FT 2022-23.

15 – DOJ Communication

The Vicar for the Diocese communicated several new initiatives being implemented based on the recommendations of the Reid Groups final report. These changes include staff departures, restructuring of departments and ministries and new organizational charts. All of the changes will allow the Blanchette center to better support and serve the parishes within the Diocese.

16 – Business Managers Minutes DOJ

The council reviewed the February 9th, 2022 DOJ Business Managers meeting minutes.

Fr. Mark closed the meeting with a prayer at 11:30 am.

Next Finance Council Meeting – June 29th, 2022