

**St. John the Baptist Parish Finance Council**  
**Minutes for meeting on November 21, 2011**

- I. Council Chairperson, Kevin Rathburn called the meeting to order at 6:33 p.m. Deacon Manny Torres offered a prayer to start the meeting.

Members Present: Bob Buss, John Style, Randy Garrity, Paul Patterson, Craig Gezella, Dave Withee (Parish trustee treasurer), Mark Hebert (Pastoral Council liaison), Deacon Manny Torres and Kevin Rathburn. Jim Socha and John Plumb were excused. Father John was also in attendance.

- II. Previous Minutes: Subject to correction of those members in attendance at the last meeting, Craig called for a motion to approve the minutes of the October 17 meeting and Dave seconded it. The motion passed and the minutes were accepted.

Active Parishioner Discussion: Father John was present to lead a discussion on this issue. GRACE annually requests the number of school families that are deemed to be active. The question posed by Father John was to help him define active. GRACE itself does not have a definition for it as all parishes are different. Father John first defined stewardship as having the three elements of prayer, talent and money. In his mind being active includes attending mass weekly, being active in at least one ministry and giving a minimal amount of financial gifts. Most school parents meet this definition. Deacon Manny mentioned that of 166 school families about 52 did not meet Father John's definition of being active, or giving at least \$10/week. Father John then asked for input on this issue and further discussion centered around how we could encourage those families to rise up to active status vs. dissuading them from being members. Paul stated that Scrip is not being utilized as it could be and in most instances could amount to \$500 or more in credit towards tuition. Other ideas included making families aware of expectations, third source funding and the amount of tuition being paid for by SJB. Father John will work on a draft of a letter to give to GRACE which summarizes our definition of active parishioner.

- III. October 2011 Financial Review: As a result of Jim's absence and a final summary the financials were not formally approved. It was noted that Church collections were ahead of last year numbers but behind budgeted amounts, again due to timing issues. They will be reviewed at the next meeting for approval.

IV. Reports

A. Bank Reconciliation: No report as Jim was absent.

B. Stewardship: Deacon Manny reported that only 200 of the approximate 2,100 letters mailed out for 2012 financial giving pledges have been returned. In the past approximately 400 have been returned which makes it difficult for budgeting purposes.

- C. IT: Deacon Manny noted that he is working with Paul Van Dykes to complete projects formerly addressed by Jesse Schuchart who has passed away.
  - D. Pastoral Council: Mark Hebert stated that the Leadership Night on Nov. 10 was a success although attendance was somewhat below expectations. Also, Father John and Deacon Manny presented the current budget shortfall to the Council at its last meeting
  - E. Site Advisory Council: No report was given.
  - F. Buildings and Grounds: Kevin did not attend but Deacon Manny did and gave a report. The manger scene will be put up on Dec. 19. In addition the altar steps will be lightly sanded and refinished in the near future. Finally, the gym floor will be recovered sometime in the summer with assistance from the Athletic Club.
  - G. GRACE Finance Committee: Bob reported on the meeting held on October 24. Some of the items noted included that neither the Denmark or Pulaski school sites will be joining GRACE next school year, the budget for the 2012-2013 school year is being drafted and the Development Campaign is on par with the prior year.
- V. Business Manager Report: Deacon Manny stated that collections went up in the two weeks following his and Father John's homily on stewardship the weekend of Nov. 5/6.
- VI. Old Business
- A. Committee appointments: John Style volunteered to take over the secretarial duties from Bob with his oversight.
- VII. New Business
- A. Future meeting topics: Kevin offered the following schedule for the next two regular meetings-
    - December-Scrip/offertory collection procedures and Diocese financial system checklist
    - February-Finance Council basics
- VIII. Upcoming meetings
- December 19-Regular meeting @ 6:30 p.m. in Fireplace Room
  - January 16-Joint meeting with Pastoral Council @ 6:30 p.m. in Fireplace Room

IX. Dave made a motion to adjourn, which was seconded by Paul. Motion carried and the meeting was adjourned at 7:48 p.m.

Respectfully submitted by Bob Buss