

Finance Council

Meeting Minutes – December 07, 2021



St. John
THE Baptist
CATHOLIC PARISH

Location:	School Library
Meeting Date	December 07, 2021 called to order by John Style at 6:33pm
Members present	Jeff Taylor, Karen Monfre, John Style, Fr. Jim Lucas, Craig Gezella, Paul Patterson, Gary Lockstein, Kelly Williams
Guest Attendee	None
Absent	Michelle Dahlke, Chad Bianchi
Staff Present	None
Opening Prayer	Craig Gezella

Approve Minutes: Minutes from October meeting - motion to approve by Craig Gezella seconded by Paul Patterson. All in favor.

Reports

- **Bank Reconciliation – Craig Gezella –** No concerns on the October and November bank statements.
- **Stewardship – Paul Patterson –** Meeting was November 18. Paul filled the group in on the cemetery and other finance council matters. The hospitality, faith formation, and stewardship committees are merging into one group, renamed the Forerunners. The book sale will be February 26 and 27. They are waiting to see how the group comes together before proceeding with further plans.
- **GRACE – Kelly Williams –** The next Grace meeting is next week. Two weeks ago, Kelly attended a finance meeting. Father Jim noted the Board of Directors of Grace met last Wednesday. He believes Grace is in a good position in many ways including enrollment and financially. Father reviewed a “Grace Call to Faith” survey summary of participants in the Grace school system (handout). There was discussion on the draft “Parish Verification Form” (handout) regarding section #2 Parish Verification requirement. Each parish is to decide what they consider “active and participating” for the form. This committee needs to take on the financial component of that definition. Discussion included what information and how to communicate so school families know the parish subsidy for education.
- **Buildings & Grounds – Craig Gezella –** The tree cutting is progressing ahead of schedule. The vice chair position has been filled by Bob Retterath. The gym is set up for Thursday’s concert. On December 18 at 8 am they will be decorating the church for Christmas. The schedule for snow shoveling has been put together. Craig believes the committee is doing a great job taking on more with the cemetery grounds.
- **Cemetery Committee – Gary Lockstein –**They are working with Mau and Associates to get data ready to take to the Village board for approval for the columbarium and expansion of lots. It is a 20-year plan. There was discussion on financing. Jeff noted the Village may allow us to go longer than the 3-year payment plan for the sidewalks to perhaps 10 years. The committee recommended the Cemetery Committee discuss and come back with details of a proposal Finance Council can vote on. It was noted we can vote by email if necessary. Gary was asked to talk to the Cemetery Committee and the circle back to John.
- **Pastoral Council – Gary Lockstein –** They are meeting this Thursday. They’ve been working on the parish master plan the last 2 or 3 meetings.
- **Safety Committee – Sarah Wulf –** No report.
- **Financials – (October and November financials) –** There was discussion on the \$235,061 year-to-date deficit in the November Statement of Revenue and Expenditures. Jeff Taylor questioned whether the boiler expenses were being expensed and if so where, or if they are being capitalized. Father noted the capital campaign funds were intended to offset the expenses so we didn’t have wild swings in profit. After discussion, the November financial statements were tabled until the next meeting. John will ask Michelle if she can do a more detailed review with Lisa. Other candidates were discussed if Michelle is unable to assist. Kelly Williams motioned to approve the October financials. Karen Monfre seconded. Motion passed.
- **Business Manager’s Report –** No report.
- **Topic of the Month, Financial Stewardship –** Kelly started the discussion with a handout described as an ideation including 6 key areas of giving. She researched the areas of stewardship and the six key areas are:

1. Teach biblical stewardship
2. Provide financial coaching
3. Ask – provide giving opportunities
4. Make giving easy
5. Express gratitude
6. Share stories & results

Kelly Williams provided her assessment of how we are doing with each of these six. She challenged the group to take #6 further as well as #3. Jeff Taylor believes more can be done with #1, sharing the costs of things, books like *The Richest Man in Babylon*. Adult faith formation is a good idea. John Style discussed having the right person make the ask and have the discussion. Father Jim noted when and where to ask are key. He discussed *A Way of Life* book by Joseph Champlin. He noted this parish has very few memorials that come to the parish. He recommends Finance Council and staff go through this book at a meeting or perhaps at an extra meeting. Kelly recommended doing it at the joint meeting. The group agreed we don't ask or make the requirement clear for memorial giving. There was a discussion on spirituality being key, tying stewardship to specific causes (for example the sound system), and that many parish units contribute minimally or not at all. There was a suggestion to discuss what specific giving opportunities we want to request funding for when doing budgeting. Father recommended simultaneously pursuing both sacrificial giving and specific cause giving. He noted it takes 10 years to build a grateful giving community. Karen Monfre discussed building a campaign to target the specific audience not giving today versus broadly preaching to those already giving. There have been many asks with the capital campaign and the parish runs the risk of over saturating its most active donors. There was discussion on targeting the engaged but not giving category. There are 500 annual reports that will be mailed to the top 500 donors with a thank you letter and request for continued support.

- Topic of the Month, January Joint Meeting Agenda – It was agreed to have a training session on tithing. Father Jim will ask Mike Iverson to facilitate. We should also identify where we have opportunities to ask (e.g. new parish member registration, baptisms, funerals). Kelly Williams noted we should also identify what causes we can ask for specific support. John will send out an email to get the date scheduled and draft a rough agenda. He will work with Sarah to coordinate.
- Closing Prayer – Kelly Williams

A motion was made at 8:10 PM to adjourn the meeting by Kelly Williams, seconded by Paul Patterson. All in favor.

Future meeting: Next meeting is TBD. Submitted by Karen Monfre standing in for Michelle Dahlke