

Minutes of the Finance and Administration Commission Meeting, Tuesday, February 26, 2008

Present: Bill Bergan, Dick Brown, Ina Couture, Bill Dilla, Anne Krapfl, Bobby LeBlanc, Diane Lyon, Fr. Dennis Miller, Gene Noem, Peter Orazem. Guests: Kathy White (Director of Religious Education), Galadriel Comito, Annette White

Prayer: Anne Krapfl offered the prayer.

Minutes were approved. Suggestion to refer to Kris Egan as "Development Coordinator" rather than as "Guest".

Development: Kris Egan was working on the phone-a-thon and could not attend. Bobby LeBlanc presented the numbers

- Kris changed the format slightly. After examining the report, we can see that "Net Income" refers to the monthly increment to the funds which corresponds to the respective figure on the consolidated cash flow statement. The "YTD Income" is the corresponding aggregated amount from July 1 to the statement date. Commission liked the format. Might be good to specify the "Net Income" as "Monthly Net Income".
- Annual report for 2007 is at the printers. It will be mailed soon.
- Senior Last Supper scheduled for April 19.
- No report yet on whether the \$135K commitment that remains from the Building Campaign is still firm.
- Consolidated debt stands at \$61K, down \$6K over the past month.

Honduras Fund-raising Proposal from Religious Education

- Galadriel Comito and Annette White, students in the Junior-Senior Religious Education program and Kathy White presented a proposal to raise funds for religious education texts for our sister parish in Honduras. They estimate that it would cost \$1200 to pay half the expense for books for 3,000 children. The families in Honduras would pay the other half. The proposal is to have each of the 157 St. Thomas Aquinas Religious Education (STA-RE) families contribute \$17 to the cause. Any extra money raised would go to the Honduras mission as an unrestricted gift. The appeal would be handled through an Email to STA-RE families. Although supportive of the idea, FAC members raised several concerns
 - The \$17 raises more than double the target amount, and equal shares would be closer to \$8 per family. Why not make the amount smaller and allow families to give more if they wish?
 - The Email appeal does not involve the students—isn't there a way to bring the students more directly into the process?
 - The appeal should be coordinated with the Honduras Committee.
 - The educational impact of the fund-raising program was not stressed, although it would seem that this would be a means of bringing the two parishes closer to one another. Could more direct involvement of the students in the fund-raising and integration of the results of the program

into the RE curriculum (showing younger kids the books, information on the Honduras parish and life of children in their RE classes) serve as the education/outreach aim of the fund-raising?

- Request was not approved as presented. Diane Lyon said she would discuss the FAC concerns with Kathy, Galadriel and Annette and encourage them to re-submit the proposal to the FAC for consideration.

Budget: Ina Couture

- We are still looking very strong year to date with a \$93K surplus of revenues over expenses as of January 31, 2008. The month was a poor one for income with envelopes and offertory almost \$10K below last year. Fr. Dennis thought poor weather on Sundays had cut significantly into receipts. Low expenses including the open position have helped on the cost side, but we expect high energy costs and accrued repair bills to cause costs to rise in February.
- Commission budgets are being submitted on time. The Commissions have been conservative in their requests.
- Parish Council has not yet discussed whether the AMOS or the Honduras Mission should be treated as priorities and how funding should be handled.
- Concerns were expressed by the recent efforts by AMOS to raise funds through ticket sales and through the Ames City Council. We are not sure what the extra money is to be used for, but it raises issues about whether the organization is incurring overhead costs that threaten its viability.

Church Business: Bobby LeBlanc

- To date, we have incurred \$3500 in snow removal costs this fiscal year
- Bobby discussed the Parish Financial Statement released last year at the Parish Meeting. FAC discussed whether to add explanation regarding the fact that Parish debt will not be 0 (Consolidated debt will be about \$50K by then with the building debt at \$20K). Consensus was to report the debt as before along with the year-to-date. Presumption is that the Parish can see the math and project the elimination of the building debt by June 30.

Building and Grounds: Gene Noem

- Gene discussed the options for the Cardinal House Garage. The cost of tear down would be \$2.5K and the cost of pouring concrete would be an additional \$1.5K. Gene thought that if a strategy for upgrading the structure for around \$4K might be more cost-effective, but the cost and efficacy of the repair are not yet established. Aim is to finalize that decision by April.
- Heating and cooling upgrades are being investigated. B&G is looking at three options, a digital remote control system that monitors temperatures and reacts to protect pipes in risk of freezing, a dual piping system that uses water to cool in the summer and hot water to heat in winter with both pipes incorporating an antifreeze product. The third uses a local temperature sensor that would heat areas if they get too cold.

- There is a crack in the processional pathway ceiling. We may need expansion joints to fix.

Stewardship: Anne Krapfl

- Reminder of the Stewardship Appreciation Fiesta on Friday March 28.
- Stewardship is interested in the informative session on the "Living the Mission: Discerning Charisms" program to be held in Marshalltown on March 10. Some representatives from STA will attend.

AED update

Diane reported that there was another presentation on the AED at the February Parish Council meeting. The parish council will take up the matter again at its March meeting.

Next meeting moved to Monday March 31

Minutes submitted by Peter Orazem