

Pax Christi Collaborative Finance Council Meeting Minutes

April 6, 2017
6:10-7:05 p.m.

Fr. Chris Rhodes, Facilitator

Council Members: Lisa Baxter, Jerry Raque, Paul Moon, Judie Greiner, Katie Sobotta, Jeff Korfhage, Joe Germain, Bob Schroeder, and Carl Heger

Excused: Bob Malloy, Monty Reeves

Recording Secretary: Clare Vize

The meeting was called to order at 6:10 p.m. and opened by Fr. Chris with a prayer.

Lisa Baxter extended her congratulations to Father Chris regarding his recent appointment as Pastor of the Pax Christi Collaborative parishes, effective in June. She is working with Fr. Chris on a town hall meeting in July for the collaborative. We are also working on Fr. Chris' installation Mass with Archbishop Kurtz.

Parish office business: all databases software has been updated. Clare continues to work on scrubbing the data and OMOS has purged a bunch of old data in their Ledger program. The office staff continue to align their daily tasks with job descriptions redesigned when Fr. Chris became Administrator.

The September through December financials were handed out and all month end folders were made available for review including bank statements and gaming reports.

January and February financials coming out tomorrow. There is a mistake on St. Therese's numbers for January: Lisa overstated the employee health insurance and fixed it in the March statement.

Toggling between new percentages for admin and 1/3's for program expenses proved too time consuming and confusing; all shared expenses whether admin or program are now set up in the new percentages.

Roofing update: Ray Nolan (St. Elizabeth): they had trouble reaching them and their prices were good for 30 days. We need to look again and hopefully will be close to the original bid price. We will know tomorrow what that price will be.

For St. Therese: Morley starts this Saturday and should finish Sunday evening if the weather stays nice. The city has offered a cool roof rebate, and St. Therese qualifies. The roofer is working with us to get the rebate, and we should get about \$5,000.00 back in rebates.

Judie questioned a rebate with MSD regarding downspouts and sewers. Jerry said we are not doing those on any roofs, but he volunteered to help look at it to see if there was any rebate available through MSD. We are looking at Metro rebate eligibility on OMOS and Elizabeth roofs.

Lisa met with the OMOS roofer and paid a down payment. Should take 2-3 weeks to complete. The materials will be stored on the roof the whole time for security purposes. We are working with Kenwood Montessori School too because it will impact them as well while the roofers are at OMOS, some of their outside activities will be impacted.

Regarding the OMOS endowment: Lisa showed a signoff sheet to the OMOS Finance Council members that is addressed to Bob Ash, and she explained the contents of the letter regarding using the old educational endowment to pay for roof. All members signed off on.

Lisa asked the Council to decide how to distribute the Trivia Night proceeds. OMOS has no parish assistance fund money because any money given would be at the expense of St. Elizabeth and St. Therese. They have an endowment so it did not make sense for them to take money from the Archdiocese and short Therese and Elizabeth. Fr. Chris said we can wait for the expenses to come in but Lisa needs to close the books. Jerry said OMOS because there is money in the bank, no money coming from the Archdiocese, then the bigger amount should go to them. He also asked if Father could send the anonymous donors a letter thanking them for supporting us, and Father said he would send them a letter personally as to protect their identity. Judie agreed with Jerry that OMOS put up more for hosting the Trivia Night. Lisa said the instinct is to divide it along the same percentages for shared expenses. Jerry thought 60-20-20 sounded good to him. Assessable amount is \$7,604 less \$532.00 which OMOS will have to pay next year. Jerry made a motion to use the administrative percentages on Trivia Night proceeds. It was seconded by Jeff Korfhage.

The fundraising committee at OMOS has decided to do a Super Bingo in June, a Cornhole Tournament in July, and a Night at the Races. They are currently working on nailing down dates.

A question was raised about the bulletin numbers: they are just for collections, not the full budget. It does not include bequests or other money coming in.

St. Therese: no picnic, no one will run next year's Card Party – this is a concern.

Lisa informed the Council that there is a long-standing policy that we do not allow outside fundraising for others or individuals nor do we rent out for outside fundraisers. A request was made recently for fundraising for an individual, and Father Chris had to get involved because the requestor was very angry and upset. Lisa does not recommend that we change this policy. No one on Council felt the policy needed to be changed. Individual FC members offered to be a 2nd point of contact should we have another parishioner become that upset over the policy.

Regarding budgets: the new percentage took effect January 1, 2017 and March is mostly finished. With OMOS, there is no picnic in the numbers. St. Elizabeth's includes a picnic for the 2018 budget. St. Therese has no picnic, no fish fries, no Card Party. Lisa will put together a framework with things we know for sure; fixed items like insurance, items we can cut to save money. Jerry suggested that the Finance Council come up with recommendations on those fixed items to see where we can save money. Lisa has already cut expenses, such as all phones being switched to Spectrum, which is less than half the cost of AT&T, plus no contract terms either. She is working on dumpster pricing now. Jerry offered to help with this, so Lisa will send the information to Jerry. Another expense cut is in Assessments, the Cathedraticum (the bishop's tax) will drop .25% bringing all assessments down from 7% to 6.75% next year. Expense increases include PNC Bank, who stopped grandfathering our old accounts. Elizabeth are new accounts at PNC so the effect is minimal, OMOS and St. Therese will be greatly affected. Old "non-profit" accounts were no longer viable all switched over to Business

Enterprise accounts with fees for night drops, fees for going over transaction and cash limits, etc. The only other close bank to parishes is US Bank on Preston Highway. Stock Yards Bank is an option too, but the money counters and bingo workers do not want to drive that far. Where is the night deposit at PNC? Front and back?

When will the Council meet again? Carl suggested each parish meet once they get financials before they meet again as a whole. Possibly meet in small parish groups at the end of April with a late May meeting with the entire Finance Council.

A question was raised about how much notice should we give for fundraisers? We cannot advertise gaming events until a license is approved and DCG can take 30 days to approve an application. Non-gaming is 30 days, gaming is 90 days. Lisa reminded the Council that there is an activity request form on our website, and this needs to be filled out first. Judie said it is not easy to surf our website.

Father Chris gave his thanks for taking ownership of the parishes and giving their input.

There being no further business, the meeting ended at 7:05 p.m.