

Saint John Paul II Parish
Finance Committee Meeting
October 22, 2015

Attendance: Deb Wooley, Kathy Luczynski, Nick Petropulos, Father Steve
Via conference call: Sally Douglas, Joe Truskowski,
Absent: Mike Koperniak

The meeting was called to order at 6:30 p.m. beginning with a prayer by Father Steve. Sally moved to accept the minutes of September 16th meeting as submitted, Joe seconded, all in favor, it passed.

Budget Deficit / Bulletin Posting

Deb distributed draft summary for posting in the bulletin to keep Parishioners aware of our Parish finances. The summary will compare the current week collection to our annual budget of \$6332.50 (which includes seasonal collections such as Christmas, Easter, etc. annualized) as well as a year to date comparison. It will also include operating cash balance, current accounts payable due and "current" past due Diocesan Assessments as well as YTD special collections to pay down the current past due assessments.

The committee agreed the information will provide an additional source of information to keep Parishioners informed of our financial condition.

Kathy distributed a proposed Finance Update for the bulletin. This will be the second summary provided and all agreed it would be a good supplement to information provided. The committee noted cash flow challenges and concerns that our collections and other revenue sources are not adequate to cover operating costs and we have minimal savings. It was noted that an increase in giving in categories of giving levels \$2-\$4.99 and \$.01 to \$1.99 (comprising 333 Parishioners) to \$5 would generate an additional \$40,000+ in collections. This would be an amount sufficient to cover our annual deficit. It was also acknowledged however that some Parishioners in these categories are giving their maximum amount.

Memorial Fund and IMO

It was noted that the \$30,000 bequest we were previously notified of is still pending. Father stated depending upon the size and complexity of the estate, receipt could take several months or more. Kathy stated that Memorial / Honorary donation cards have been printed and delivered to the Office. They will need to be distributed to the area funeral homes and also placed in the back of the church.

Town Hall Meeting

It was determined that a Parish Town Hall meeting would be planned in place of the next Finance Committee meeting on November 23rd. The past 14 months have been spent implementing better transparency and fiscal management and reversing the trend of increased costs and declining revenues. While 2014 annual report illustrated income down 7% while expenses were up 6% year over year, we ended fiscal year 2015 with income up 9.7% with expenses down 4.5% from the prior year. It was noted this is a remarkable turnaround. Despite these efforts however we still have a deficit. It was determined that due to the critical phase we are in as a Parish, it is essential we ensure Parishioners are aware. The next several months will determine our future and changes that may be necessary for survival.

Census Update

Kathy reported that we have received an amazing 628 Census forms returned which is believed to include 100% of contributing Parishioners.

Financial Review

Committee reviewed financial reports distributed in advance. Financials are showing some improvement. **Income Statement:** Total income is up \$6326.32 over last year for the same period, recurring expenses are down \$4401.81 and net ordinary income is up \$9,088.68. **Balance Sheet:** Operating account balance is \$4269.13 with \$1750.15 in the Special Fund Raising account. "Current" past due Diocesan Assessments at quarter end is \$25,484.67. **Budget:** Weekly collections are trailing budget by \$2030.83 and total income by \$9667.06. Total recurring expenses are lower than budget by \$16,212.90. Net income is \$12,469.97 higher however it was noted that many line items are evenly spread through the 12 months of the year. With these considerations, actual is running very close to budget.

An update on financials from Lary on 10/21 shows Operating account balance of \$11,824.65 and "Current" past due assessments down to \$9926.80. It was also noted that net profit from the Fall Fest is estimated to be more than \$32,000! Father acknowledges appreciation for the entire committee that made this necessary fundraiser not only possible but extremely successful!

New Business

Joe questioned financials for the cemetery. Deb will follow up with Lary.

Kathy informed the committee that she and Father had discussions with the Financial Development Agency, Inc. out of Amherst which provides fundraising counsel. They spoke with the principal of the agency who confirmed we must have a vibrant Parish prior to initiating a capital campaign and stated it would be irrational otherwise. He shared that "multi-year giving at a higher level" campaigns are highly effective in scenarios similar to our Parish's. Response can provide critical insight and point of reference for the future. He did however note that reconciliation of the belief SJP II is one community is imperative and lacking this is a huge impediment to success. They charge an hourly rate to assist and services are to help us to help ourselves, provide organizational structure, train folks, and get us engaged and to understand what we need to do. At this time we do not have the financial resources to move forward but he offered to speak to us to assist with general questions.

Kathy informed the committee that Steve Melito presented information obtained from a program sponsored by the Diocese on evangelization efforts at the last Parish Council meeting. The committee agreed new Parishioner recruitment will also be critical for our Parish's long term success.

Meeting was adjourned at 8:00. Next meeting, scheduled for Monday November 23rd will be the Town Hall meeting. The committee will meet again on November 9th to prepare for it.

Respectfully submitted, Kathy Luczynski