

Saint John Paul II Parish
Finance Committee Meeting
January 16, 2017

Attendance: Deb Wooley, Kathy Luczynski, Nick Petropulos, Mike Koperniak, Father Steve
Via telephone: Joe Truskowski

Father began the meeting with a prayer. Meeting was called to order at 6:00 p.m.

Stain Glass Window Repair / Special Collection Update

Kathy reported that as of 1/10/17 the Parish collected \$24,550 in donations from Parishioners. This exceeds our goal of \$15,280 (final negotiated price) by \$9270. Father acknowledged the amazing generosity of Parishioners and has been sending along personal thank you notes. The contractor has been asked to provide a proposal to remove and restore additional most critical windows some of which he will need to assess when on site. The committee agreed to consider using Unrestricted Memorial Funds to supplement the costs if necessary. Kathy noted they plan to remove the windows this month and planned to have them reinstalled in four months or so but additional windows may add to that timeframe. A notice will be put in the bulletin once details are worked out.

ND School Rental

Lease renewal / extension was executed with Berkshire Dance Theatre.

The committee was updated on status of the new tenant prospect by Kathy and Father.

Manor Report / Management of Rentals

Deb reported she does not yet have the rental details report from Tim. Father asked that an email be sent to Lary, Laura and Tim to coordinate management and record keeping of the rentals. It was noted that this is an important revenue source for the parish and monitoring activity and reconciling revenue is important. Ideas for maximizing rentals were discussed.

Financial Review

The committee reviewed financials provided by Deb in advance of the meeting acknowledging continued improvement. Collections are steady with a slight increase over last year despite the additional solicitation for the stain glass windows. Kathy asked for detail of the third collection which Deb will forward to the group. It was noted that operating funds include \$95,500 reserved for steeple repairs. Deb noted we received the new Diocesan assessments and pleasantly there was only a minor increase. Deb will also instruct Lary to transfer \$2500 from Special Fund Raising account to the SFR savings account for Property Reserve. It was noted that the new structure for mowing lawn and snow plowing is working out well.

Kathy noted that SSK boiler needs replacement. Father stated that the Diocese requires an engineer to look at the replacement and we will be required to obtain three estimates. It is expected to cost \$25,000. Once the quotes are received the finance committee will assess payment options.

The committee noted running remarkably close to budget and thanked Deb for the great job.

The committee reviewed financials for SSK cemetery. Joe questioned unrealized losses booked on Perpetual Care fund managed by the Diocese. Kathy recommended we confirm they are accurate to the final statement from the Diocese. It was noted once again that these funds are managed outside of the parish by the Diocese. It was agreed we should publish a summary with the financials to explain the research project being conducted on the cemetery records.

New / Other Business

Cemetery Project: Kathy reported that she will be meeting with Betty Hallett tomorrow. She is the person who is conducting the cemetery research. Joe will join via telephone.

Father stated that a Parishioner provided him with a fundraising offer for Parishioners who sign a contract for solar we would receive a \$200 referral. After discussion it was decided she could place a notice in the bulletin.

Next meeting will be Monday April 24th at 6:00.

Meeting was adjourned at 7:30.

Respectfully submitted, Kathy Luczynski

January 16 th minutes moved to accept the minutes as presented via email on January 18 th by Nick, Seconded by Mike; all in favor
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