

St. Odilia Finance Council Meeting Minutes

MINUTES					
Council: Finance					
Meeting Date: November 19, 2020		Start Time: 6:30 pm		Location: via ZOOM	
Meeting Participants: (P = Present via phone)	Present		Present	Guests:	
Ken Bezdicek – Chair	X	Gary Nussbaum	X	Pam Rogers – Staff Liaison	X
Janet Bohman	X	Maureen Rehfuss	X	Greg Gerlach	
Francisco de Meireles	X	Tim Sommers	X	Jeanne Schaaf	X
Doug Gwost	X	Mark Strong	X	Mary Nussbaum	
Greg Mack	X			Father Rask	
Action:					Owner
Review minutes of October 20, 2020 Meeting					All
Reviewed and approved October 20, 2020 meeting minutes.					
Review October Financial Statement.					Jeanne/Pam
<p>Sunday, Debt, and Facility contributions are less than budget for the month and less than budget for fiscal YTD. Plate contributions are increasing but are less than budget for the month and fiscal YTD. Maintenance contributions are better than budget for the month but are less than budget for fiscal YTD.</p> <p>Other income is better than budget for the month and greater than budget for fiscal YTD. An estate gift and an undesignated gift from CCW for use in FY21 resulted in other income being greater than budget.</p> <p>General Operations expense is greater than budget for the month and also for fiscal YTD. There were unbudgeted additional expenses for building security, camera project, and the media booth that have been funded from other sources.</p> <p>Facilities expense was less than budget for the month, helped by the Xcel rebate for the installation of LED lights in the parking lot and the courtyard, However, facilities expense is greater than budget for the fiscal YTD.</p> <p>Faith Formation income is less than budget for the month and for fiscal YTD. The elementary and JrHi programs are not generating expected revenue due to enrollment, but the sacrament programs are close to budget levels.</p> <p>Pastoral Care income was less than budget for the month and is close to budget for YTD.</p> <p>School K-8 income was better than budget for the month and better than budget for fiscal YTD. We received the Schultz challenge grant and additional unbudgeted school gifts. School expenses were less than budget for the month and for fiscal YTD.</p> <p>Preschool income was less than budget for the month and for fiscal YTD. We received a grant from the state of MN to offset some of the additional costs due to Covid. Most of the classrooms are full however the number of students has been reduced in order to abide by the Covid guidelines. We had higher expenses for staffing and janitorial services.</p> <p>Knight Watch income is less than budget for the month and fiscal YTD. Projections are that KW attendance will continue at the reduced levels as long as parents are working from home.</p> <p>The council accepted the October financial statements.</p>					
Final FYE Financial Reports; Report to Parish and Report to Archdiocese					Jeanne/Pam
The council reviewed the FY20 financial statement summary and narrative that will be provided to parishioners on the website and in the Winter Messenger.					
October Stewardship Drive Update					Jeanne

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<p>567 pledge cards were returned. Many ACH contributors have increased their giving level while a few have decreased. The response is in line with same time last year.</p>	
<p>Capital Expense Update; security camera, media booth, and copier</p> <p>Total capital expenses for security cameras, media booth, and copier are \$196k which is \$14k in excess of the budget allocation, and the amount set aside from the construction budget for the camera project.</p>	<p>Jeanne</p>
<p>Bequest Funds</p> <p>The council recommended that the bequest gift received last month be used to fund the excess capital expenses and that the balance be used for prepayment of the loan.</p>	<p>Jeanne</p>
<p>Covid Impact on the Parish</p> <p>We experienced mass attendance greater than 250 at the 1:00 p.m. mass. Mass was live streamed in the courtyard to address the overflow situation.</p> <p>Members of our school community have tested positive for Covid. All classes remain in person with the exception of 7th grade. School leadership continues to review our learning plan based on both county and community data. Staff costs are higher due to quarantine requirements and the need for a long term sub.</p>	<p>Jeanne</p>
<p>PPP Update</p> <p>The PPP funds were used to in April to June to fund payroll, which allowed St. Odilia to retain all staff. We will file an application for loan forgiveness following our covered end date of 9/30/2020.</p>	<p>Jeanne</p>
<p>PLC Update</p> <p>Catholic Services Appeal contributions are up to \$150k.</p> <p>Pandemic has resulted in an extension of the Synod process to 2022.</p> <p>The Sharing Tree collection will begin after Thanksgiving. Pastoral Care is trying to find ways to increase awareness of the Sharing Tree collection due to limited traffic in the courtyard. Donations bins in December will be for Sharing and Caring Hands and a Veteran's organization.</p>	<p>Francisco</p>
<p>Adjourn</p> <p>There being no other business the meeting was adjourned.</p>	<p>All</p>