

St. Michael's Finance Committee

September 20th, 2016

Meeting Minutes

1. **Call to order:** Lori S. called the meeting to order.
2. **Opening Prayer:** Fr. Gerard opened the meeting with a prayer.
3. **Roll Call:** Fr. Gerard, Lori Swinney, John Bredemeier, Pete Bouley, Tammy Gerszewski, and Laura Weed. Absent: Fr. Haman, Lon Gulberg, and Tom Rerick.
4. **Business**
 1. **Approval of August 25, 2016 Meeting Minutes:** Pete B. made a motion to approve the minutes. Second by John B. No discussion. Motion passed unanimously.
 2. **Financials:**
 - i. Tammy G. questioned the basis of reporting procedures for securities not intended to be sold within 12 months. Laura will check with the Diocese to find the correct reporting procedures.
 - ii. July 2016 & August 2016 Financials: Tabled until the October 18th Meeting.
 3. **2016 Pastoral Center Campaign update:**
 - i. Total pledges to date are \$1,260,467 by 541 participating families with \$489,733.30 paid in. The Diocesan grant of \$100,000 brings out total projected funds to \$1,360,467. Goal is 1.6 million. We are anticipating having to take out loans from the Diocese which will incur addition finance charges on the loans.
 - ii. Discussion was held regarding the benefit and need for a construction management firm. EAPC's sister company Construction Development, Inc. will be providing this service.
 - iii. Adopt-a-Room. First opportunity for naming privileges will be afforded to those who have initially made substantial pledges. There will be 12 rooms each having a function title, a designated Saint's name, and a donor name.
 - iv. The committee discussed the incentive program and the balance between what has been donated and what will be donated for sponsoring a room. Also discussed were donations of furniture and equipment.
 4. **Increased Sunday Offering Campaign:** Discussion was held regarding procedures for the mailing campaign. This is a Diocesan mandated program for every parish. St. Michaels postponed it's participation last fall due to our Capital Campaign for the Pastoral Center.
 5. **Amazon Smile:** Amazon will donate .5% of purchases that are made when using this service.
 6. **God's Gift update:** Our goal is \$165,400 and we are at \$129,000.
 7. **Pastor Report:** Father Gerard went through his report.
 8. **Other Business:** Offertory Collection Process. The committee discussed the pros and cons of baskets or sticks.
 9. **Adjournment:** With no further business, Pete B. made a motion to adjourn the meeting. Second by John B. Motion passed unanimously.

Respectfully submitted,
Laura Weed, Business Manager