

St. Boniface Catholic Church

1952 GA Hwy 21 S. Springfield, GA 31329-5207

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Minutes August 18, 2016 Financial Council Meeting

Opening Prayer: 7pm lead by Father Martino

Roll call/attendees:

Name:	Present	Absent
Jack Cook - Chairperson FC	X	
Paula Cihla – Member FC	X	
Denise Curtis - Member FC		X
Marian Larson - Secretary FC	X	
Jacob Peavey – Member FC	X	
Polo Rodriguez - Member FC	X	
Gerry Klock – Chairperson Parish Council- Ex-Officio	X	
Fr Martino Thong Nguyen - Ex-Officio Member	X	

Old business:

- a. Status of BAA campaign: As of the 8/3/16 update on the Diocese website, SBCC has paid \$17,714 toward our established target of \$26,125. There is currently an unpaid pledge balance of \$3,589. We are now at 68% of our target with a participation rate of 22.97%.
- b. SBCC Financial Status Report for Jun (aka FY15-16 ending Report). Report has been finalized and prepared for signature and submission to the Diocese. We ended the year with a net excess of \$15298

New business:

- a. SBCC Fin Status Report for July: The report has gone through one iteration and the revised report is currently under review. Any additional comments will be addressed/resolved so report can be prepared for signature.
- b. Further update from Diocese Financial Audit. As result of the over billing and payment of our Insurance and Assessment costs we will be using approximately \$5100 each month to pay down our debt. Diocese staff has worked with Patti on how to account for this in the General Ledger and on our monthly reports. It is anticipated that there will be a follow-up later to confirm that noted shortcomings in posting of tax liabilities and our counting process have been corrected.
- c. The roster of FC member was passed around for review to insure email addresses and contract phone numbers are correct.
- d. Our Offertory Management procedure is currently under revision to comply with recommendations from the Diocese Finance Office. We will have to procure and install a drop safe to replace the lock box we are currently using. The Drop Safe will have to be permanently mounted/installed to meet security requirements.
- e. Father Martino comments:
 - Revealed the assessment tax on our revenue may increase by 1%.
 - We discussed the best was to address the 82k credit found by the Diocese last month. One option was to send the Diocese office our normal monthly check for property taxes and insurance premiums and have the Diocese in turn send us a refund check for the same amount to be deposited to the Building Fund. Another option would have Patti track the credit in Quick

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Books using an available/unassigned revenue which would be used to offset expense entries for taxes and insurance premiums each month. Then a check would be issued from our Debt Reduction account for the \$5100 in credit we receive each month. This latter option (or some variation) will likely be the preferred approach. Patti will coordinate with Diocese Finance staff to insure they agree with the process.

- f. Gerry Klock comments: Approximately 140 people signed up for our 1st Ice cream social Saturday night.
- g. Further comments: Polo expressed his feeling that since the FC seems to have things under control he would appreciate being released from his appointment to the FC. Polo is the current Chairperson of the Discipleship Committee and an Ex-Officio member of the Parish Council. No objections were expressed to this action.
- h. Next formal meeting: November 10, 2016 at 7PM.

Closing prayer: 8:40pm lead by Father Martino.



Marian Larson, Secretary



Date Approved