

Bellarmino Chapel Finance Committee Meeting Notes

May 22, 2008

Present at the meeting were committee members Barb Beimesch, Kevin Berlon, Blake Smith, David Ludwin, Tim Helmick and Staff: Richard Bollman, Kent Beausoleil, Karen Brandstetter and Liz Keuffer.

The meeting was convened with a prayer at 6:06 PM.

The minutes from the April 3rd meeting were reviewed and discussed; amended, accepted and approved.

There was a review of the 2008 fiscal year giving and outflows through April. In general, the financial variances were much in line with the projected budget. The following items were noted for further review, which Liz will look into: 1) special projects (on both the revenue and expense sides of the ledger) 2) socials 3) appreciation gifts and 4) COAP. It was noted that the Archdiocesan assessment will likely be over plan due to both increased revenue and a higher assessment % than plan.

The parish staff plans to meet on June 3rd to review the projected parish budget for the 2009 fiscal year. A request has been made to the Saint Vincent de Paul conference for support of their funding request for the upcoming fiscal year.

Collections as a parish for the Catholic Ministries Appeal are running significantly behind prior years at about 1/3 of our designated goal. An action item will be for Richard to send out a note to those who gave last year but not yet this year – encouraging them to contribute.

Dave Ludwin was asked, and has accepted, the position of chair of the Finance committee for next year. Richard told us at the meeting that two parishioners (which have now grown to four) have expressed interest in joining the committee for next year. Richard is to arrange a breakfast or lunch meeting with both the prospective new members along with some current members.

Work on the stewardship brochure / annual financial report will start later this summer. Richard will contact the photographer who took pictures at liturgies this spring for him to burn the images to a CD for use in this project. We also discussed the creation of a refrigerator magnet for inclusion in our annual letter to parishioners soliciting their continued and hopefully increased support of the parish in their time, talent and treasure.

The retreat for the various parish groups (staff, advisory, finance, social mission and others) will be held on Friday evening September 26th and Saturday September 27th.

The agenda item considering switching financial institutions for the parish is on hold pending discussions re: transaction fees for parishioners contributing by credit cards.

A silent closing prayer and reflection on our evening's work was said at 7:20 and the meeting was adjourned.

The following future meeting date is scheduled for 6:00 PM in the Gallagher Center:

- Wednesday June 18th