

**Immaculate Conception Church
Finance Council Minutes**

February 17, 2009

Members Present: William Shutte, Chair, Jerry Earley, Sharon Shedlov John Litchy, and Dan Naumann. Also present: Kathy Fraser

Minutes

The minutes were approved by email as written.

Old Business

The second quarter report to the parish was discussed. The Archdiocese has directions as to how parishes list their income and expenses. This has forced a change in how parish funds are booked. Restricted accounts have to be melded into general operation numbers. Since restricted accounts are not always immediately expensed, including those funds in the quarterly report will inflate income figures thereby creating a misconception to parishioners that the parish is doing financially better than it really is. The council asked the business administrator to look at the numbers and prepare a report that extracts out restricted accounts thereby producing a more accurate picture of finances. A summary should be used to explain outlying data so that parishioners do not misinterpret the numbers. The proposed report will be emailed to council members for their approval prior to publishing the weekend of February 28.

Investments

The continued decrease in the value of mutual funds and some bond values have led to a decrease in value of the funds of \$5,964.45. Interest income this month totaled \$210.43. Some CD's will come due this spring. The council, after discussing the economic climate, recommended that reinvestment should be concentrated in short term securities. Ed will review investment options and advise the council about reinvesting.

The council approved the report.

Financial statements

The statements for July through January showed a deficit in collections from budget of \$36,454. Total income to date is \$1,133,905. Expenses to date are \$1,180,798 for a net loss of \$46,893. Tuition income was found to not be properly booked so that the deficit last month was overstated. The parish accounts have been corrected and the current year-to-date statement now reflects an accurate financial status. Extended day program numbers reveal about a \$300 profit which meets the program goal of being cost neutral or profitable. Other programs have cyclical differences in the reporting of income and expenses which probably require a quarterly review rather than monthly. Parish expenses have been reduced which help offset the reduced parish income.

The balance sheet was presented and reviewed. The Bell Tower Restoration fund has a current balance of \$630.85.

The P&L and balance sheet were approved.

Business Administrator's Report

Budgets have been received from department heads and are being analyzed. It is hoped that the parish budget will be finalized by the April meeting.

A new parish copier contract is still under consideration. Bids from other copier vendors will probably be pursued.

The parish continues to handle its own payroll. There may be some cost savings by using an outside firm. This will be reviewed.

New Business

None

Next meeting is March 17.