

# Church of Saint Joseph, St Joseph, MN

## Finance Council Meeting Notes

Tuesday, January 24<sup>th</sup>

6:30 pm

Heritage Hall

### Attendance:

A/P	Name	A/P	Name
P	Dede Budde, Trustee	P	Ashley Fink
P	Amber Walling, Business Administrator	P	Cathy Posch
P	Fr. Brad, Pastor	P	Chuck Kern
P	Dan Wippler, Chair	A	Sandy Scholz
P	Gary Dietman	P	Sandy Stocker
P	Gary Bechtold	A	Steve Meyer, Pastoral Council

Item	Action	Presenter	Notes
1. Welcome		Dan	Meeting began at 6:34 pm.
2. Prayer		Dan	Dan led the group in prayer.
3. Vice Chair Position	Discussion	Fr. Brad	Fr. Brad recommended Sandy Scholz as Vice Chair to the Finance Council. Consensus to appoint Sandy to Vice Chair of the Finance Council.
4. November/December Financials	Informational	Amber	Review of financial reports took place. Amber reviewed the transfers and purchases of CD's that took place at the end of November through comparison of October Cash Flow Statement and December's Cash Flow Statement.
5. Facility Manager	Discussion	Dan	Dan brought forward discussion to propose having the facilities manager as a full-time position in the winter months vs. part-time. Consensus to move to full-time salaried position for facilities manager.
6. Year-End Bonus Structure	Information/ Discussion	Dan	For 2022, decision was made between the Finance Council Chair, Pastor and Business Administrator that \$1,200 of parish funds would be utilized to provide a year-end bonus to staff members – prior years was supported financially by Trustees and parish.  Proposed for calendar year-end 2023, would be for same amount to be budgeted (\$1,200) and would be a goal-based bonus. Goals will be established with staff members – new goal & improvement to program.  Recommendation was made to have structure put down on paper for further review by Finance Council.
7. Sunday Offering Campaign	Information	Amber	Report from week 6 of the campaign was provided to Finance Council. Increase in offering is expected over the year. Additional information will be provided and records will be kept throughout the year to determine the value of the investment in the campaign.
8. East Parking Lot Update	Information	Amber	Amber met with the interim City Administrator and the Development Director. Additional conversation will take place including a St. Ben's Monastery representative. Possible research through CSB/SJU will take place regarding parking lot use.

9. Adjournment		Amber	Meeting Adjourned with prayer at 8:02 pm
10. Minutes			Minutes submitted by Amber Walling