

Finance Council for November 18th, 2009

Adrian Farrell, Paul Roehr, Dale Heter, Monica Elsinger, Heather Vora, Tom Alpert, Randy Wick, Victor Byes, Fr. Don, Mike Perkins, Monica Toy

Approve last month's minutes.

Purpose: determine correct wording for the minutes:

Correct the minutes to read: "One of the families who are not registered with our parish, but send four children to St. Josephs school, heard that we were concerned since we have been asked to pay \$4000 as our subsidy to the school. They heard about this and sent a letter to Father Don and claimed to be active members, even if we didn't know who they were."

Development Director

Purpose: Discuss the position, potential hires, and the contract with Petrus to advice and assist the new director.

Mike Perkins is a senior consultant with Petrus Development. He gave us a presentation on the influence of Catholic campus ministry and their role in helping with development efforts for Catholic organizations. Some key points he made:

The biggest indicator of whether a person will be involved in the church as an adult, is whether they were involved in Campus Ministry. Elementary and secondary Catholic education is not as important as campus ministry.

He recited some success stories from Duke, Texas A&M, University of No Colorado UNC raised 250K in first year. Their program fostered 19 Focus ministers, 2 priest, 7 seminarians in 2 years.

Development is a key element for a successful Catholic campus ministry, a parish can't support it. It requires a dedicated development director and significant time from the pastor – face to face time is the key with prospective benefactors.

About 25% of the CSU students are Catholic, which would say about 6353 students. Our campus ministry program today touches 300-400 students. Monica would like to expand our retreats, missions, men's and women's groups, as well as expand to more folks on campus.

Petrus is there to create long-term, sustainable fund development programs. We help the pastor hire a development director and train them. They have raised over \$300M. Their model involves developing the case for giving, forming a leadership team, and creating a plan for fund raising.

They do this through the following key steps:

- Train, coach, and guide staff in the fund development process.

- Form a leadership council – people of faith influence and affluence.
- Face to face meeting to get major gifts of \$2500 or more supplemented with annual fund gifts
- Set up a monthly ETF giving program
- Teach communications – how to use newsletters, direct mail, and other methods
- Benefactor stewardship – thanking quickly and often
- Get students involved – phone-a-thons, thanking benefactors, etc.

What do you consider success? We should raise at least \$250K in the first year. The key to this success is the 20 face to face meetings by the development director and 5-6 by the pastor per month. Generally they will start with the current members of the parish, but need to quickly move beyond that base. Only twice have they failed to meet that \$250K goal, in both cases, it involved problems with the pastor.

Visioning exercise occurs during the first year – want to include students, potential benefactors, non-attending students, and leadership team.

Decision: We agreed that Father Don should pursue the contract with Petrus and the hiring a development director.

Parish Census

Purpose: Observe trends in Parish size and potential implications.

October Mass Attendance Figures

October weekend	2002	2003	2004	2005	2006	2007	2008	2009	AVG
1st	1412	1521	1471	1286	1120	940	918	1059	
2nd	1458	1471	1405	1261	1060	880	1049	998	
3rd	1501	1542	1510	1321	1178	810	1008	1003	
4th	1410	1491	1445	1274	1190	870	1005	957	
5th			1501	1429	1264			1025	
Average	1445.25	1506.25	1466.4	1314.2	1162.4	875	995	1008.4	1221.613
Change from previous Yr		4%	-3%	-10%	-12%	-25%	14%	1%	
Change from Avg	18%	23%	20%	8%	-5%	-28%	-19%	-17%	

Budget Review

Purpose: To review Year to Date Budget and check on any concerns raised by the review with departments of their budgets.

Operating cash on hand: 106,987, well above \$60K for one month's expenses
Replacement Reserves: 55643

Offertory is at 97% of budget about \$5K under for the year.

Parish income is on budget because reimbursed expenses are over by 6150

Total Income is 6.5% above budget because of the Archdiocesan payment for University Ministry and Focus being paid this fiscal year rather than last.

Children's Faith formation income is over by 2700, while youth is under by \$2761. Are enrollments significantly different from last year?
Taking out special cases, income is about 4K ahead

Parish expenses over by 14251
Appreciation expenses \$2000 over
Reimbursable expenses over by \$12000, this was the payment for the trip to Israel, where payment was received in the previous fiscal year.
Assessment charges are 3843 under, but this seems to be timing of payment
Copier expenses are over by \$5150, we had recognized that we were going to be off by \$10000 because we forgot to budget for the old copier, but this is running higher than that. \$15000. \$15000 appears to be correct.
Utilities are \$2800 over budget. (includes payment of June utilities from last year).

Personnel is 8182 under, primarily the assistant pastor plus priest's retirement. Priest's retirement is paid for the year.

University income over by 1913, expenses under by 6464 – last year's overage of 9600 results in over budget by 1223.

Development hasn't started yet for a benefit of \$16405 due to timing.
The net savings in expense is about 4K.

Other Business:

Purpose review action items and discussions of other committees: Pastoral Council, Stewardship, Growth, and Personnel.

Action Item: Paul Roehr, Adrian Farrell, Randy Wick, John Balza need to turn in Conflict of Interest Forms. DONE

Action item: Father Don - send letter to the Archdiocese for Dale to be a second signer.

Action Item: Fr. Don - Have Dick Dillon take pictures of the content of our buildings

Next Meeting: December 16th at 7:00 PM

Budget Review
Development Director progress
Other business