

**St. Mary on the Hill Catholic Church**  
**FINANCE COMMISSION**  
**Minutes**  
**May 20, 2009**

**Members and staff present:** Fr. Jerry Ragan, Pat Fair, Harry Dolyniuk, Pat Douglas, Mike Hagler, Matt Nieman, Jim Purcell, Keith Darr, Joe McBride, Dori Thorstad

**Members and staff not present:** Patti Leopard, Gene McManus

**Minutes:** The minutes from the April 28<sup>th</sup> meeting were approved with no corrections.

**Financial Reports:** The April, 2009 Financial Reports for the school and church had been mailed to the committee prior to the meeting for their review. Dori reviewed the reports pointing out there is still a deficit in the budgeted offertory but that all ministries, programs, and parish staff are aware of the economic downturn and are making adjustments to their budgets in light of this.

Dori also pointed out that due to cash flow problems the latter part of 2008 transfers to the bond escrow savings account, while budgeted at \$32,000 a month were not made for October, November and December, however an additional deposit of \$32,000 was made in March, April and May in order to meet the budgeted amount of \$284,000 for the fiscal year ending June 30, 2009.

Some line items of concern:

- The low registration numbers for the school – registration is down from the previous year but every effort is being made to adjust classes, staffing etc, to reflect this. The hope is that this is a reflection of the economic times and is not a long term trend.
- Church maintenance salaries – this reflects the fact that we have had two employees in management positions, one for the church and one for the school with the thought that we would bring the janitorial services back in house. As noted in the April minutes, Jani King agreed to reduce their fees for the last contract year. It has now been decided to make some personnel changes to lower the maintenance costs to the church.
- Stewardship transfers to the school are below budget but Dori informed the committee that the transfers would be the budgeted amount by the end of the fiscal year.

**Church Budget:** Dori presented a draft of the church budget for the committee's review. There are still some numbers that are estimates as we have not received the final information from the Diocese of Savannah regarding Priest salary and benefits, Lay benefits and property insurances. However, for the purposes of planning they advised us to use 5% increases, which we have done. Father asked that the budget be prepared using no increase in the budgeted offertory amount for the current year (fy2009) and to keep the church stewardship to the school the same as the current year (fy2009). This is being done. Another change is the amount budgeted for the school bond escrow account has been reduced by \$60,000 from \$384,000 to \$324,000. This amount was determined by the oversight committee (Charlie May and Tim Mirshak) based on a review of the interest and fee rates associated with the bond. This is always subject to change when rates begin to rise due to inflation. This is monitored weekly. All ministries and program directors were asked to review their budgets carefully and after they were submitted all were equal to or lower than fy2009. The only exception is mothers day out which is based on their registration and enrollment as this program pays for itself. The budget presented is balanced. When final numbers are prepared the budget will be sent to the committee by email for their review, questions and approval.

The June 23, 2009 meeting has been **cancelled**. There being no further business, the meeting adjourned at 6:20pm.

Respectfully submitted,

Dori Thorstad