

**Church of the Little Flower  
Finance Committee  
October 15, 2015**

Present: Tim Drea, Josh Ebener, Joe Kulek, Barbara Page, Bobbe Rupnik, Fr. John Nolan, Anita Barber

Excused: Greg Cooper, Jim Langfelder

The meeting was opened/closed with prayer led by Fr. Nolan.

Minutes: The September 17, 2015 minutes were reviewed. There are three corrections. The first is under Old Business with the sentence "The church office needs" should read "The church desktop computers need". The second is under New Business with the sentence "...we may deviate 15% of the appraisal price." should read "...we may deviate 15% from the appraisal price." The third is under School Business with the sentence "There was discussion of position." should read "There was discussion of this position." Bobbe Rupnik moved to accept the minutes with the three corrections. Tim Drea seconded the motion.

**\* Financials:**

- Anita presented the September 2015 financial reports of the Balance Sheet, the Profit & Loss Budget Performance, the Annual Fund, and the St. Therese Guild. Also presented was October 15, 2015 Balance Sheet and AP Aging Detail. The Council asked for as many as can the payables in the 31-60 to be paid with the upcoming Oct. 20 FACTS payment. There was discussion of posting the total cost upfront versus as it occurs for pension, property/liability, and Catholic Times. The Council asked for \$40,000 to be paid down on the Diocesan Building Loan. Joe Kulek moved to accept the Financial Reports. Tim Drea seconded the motion.

**\* Old Business:**

- Fr. Nolan reported that there are no updates at this time on Computer System Project, Security System Project, or US Bank.

**\* New Business:**

- Rectory: There have been two open houses with buyer's comments that updates are needed. Greg Fleck (Diocese) has approved a \$5,000 reduction in price, which brings the asking price to \$144,900.
- Parish Center Rental Policy: Father present a draft of the usage policy. The Council agreed to table and wait for the Diocese who is drafting a policy too.
- Fundraising: Father presented a request form. The Council approved to begin the process. There was discussion of how to inform the various groups and possibly form a committee to handle.
- Parish Center Ice Machine: Little Flower currently pays \$100/month to lease the parish center ice machine. There was discussion if it we should buy it outright. We need to find out if we are bound by a contract and if so what the contract says.
- Christmas Bonus: The Council decided to give a set amount and run through payroll.
- Prairie State contract: Little Flower received the Fall maintenance invoice of \$2150. We need to find out if we are bound by a contract and if so what the contract covers.

**\* Other:**

- Anita informed the Council:
  - \* That the Annual Fund E-Giving program is up and running,
  - \* As of September 30, 2015 payroll is paperless. Employees see their paystub online.
  - \* The Sunday offering checks are no longer taken to the bank. Anita runs the checks through the check reader.
  - \* The giving envelopes are being redesigned. We have negotiated a reduced price too.
  - \* The Sunday counting process is being redesigned. We want to count Sunday after mass.
  - \* The giving statement now reflects one's check number. This helps to clarify if an item is missing and to legitimize it as an IRS legal document.

**\* Next Meeting:**

- The next Finance Council meeting will be Thursday, November 19, 2015 at 5:00 p.m.

Respectfully Submitted,  
Anita Barber, Recording Secretary