**St. Linus Finance Council**

**Meeting Minutes**

**March 9, 2021**

In Attendance: Fr. Patrick Stoffer, Renee Crumrine, Matt Nelson, Bill Corey, Peter Doyle.

Excused: Jim Roulo

The virtual meeting held on MS Teams opened with a prayer at 6:30PM.

Topics discussed:

* **Review of prior meeting minutes**
	+ The November 10, 2020 meeting minutes were reviewed and approved.
* **Pastor Comments:**
	+ No opening comments.
* **Review of monthly financial statement dated February 28, 2021 and bank reconciliation reports:**
	+ The Bank reconciliation reports Through February, 2021 were presented for review. They were prepared by Business Manager, Renee Crumrine, and verified by Peter Doyle with no exceptions noted.
	+ For the year to date period through February, 2021 (8 months), the parish operated at a deficit of ($62,711.35). For the same period the prior year (through February, 2020), the parish operated at a surplus of $90,426, this is a variance of **$153,147.13.** Some key drivers:
		- Offertory is down due to the Covid-19 impact on parish members. Compared to the prior year – Offertory was down **$45,381**;
		- Fundraising net income, specifically related to the fall festival, which was cancelled last September, was down **$34,550**;
		- Bequests and donations were down **$30,150**;
		- Offsetting some of the negative revenue items was an increase in Tuition income of **$19,335**.
		- Please note that the prior year report (7/1/19 – 2/28/20) had not yet been significantly impacted by the Covid-19 pandemic. The current year (7/1/20 – 2/28/21) was 100% impacted by Covid-19 in a very significant manner.
* **CSA Campaign** – The 2020 CSA Campaign, which started in the second weekend of September, 2020 was a success so far this year. Highlights include:
	+ - St. Linus original goal for CSA was $65,053 for the 2020 campaign. The archdiocese reduced all parishes’ goals by 15% due to the impact of Covid-19 resulting in a final goal for 2020 of $55,295.
		- As of February, 2021, the Parish has received back in CSA refunds, the amount of $2,280. There are still 3 months to go.
		- The 2021 Campaign has already kicked off in earnest. We are set to make presentation at the masses the weekend of May 22, 2021. Mailings from the Archdicese to past contributors has already gone out. The 2020 target was lowered by 15% due to the pandemic, however, there is no discount for the current campaign.
* **Old Business:**
	+ School - Tuition Status update: Renee provided an accounts receivable report with all past due tuition (names were redacted). The parish does utilize a collection agency as a means to collect old receivables and has realized some success. Renee reported that $142,649 had been sent to collection with $10,619 collected since January, 2021.
	+ Parish Soft – Renee reported that the parish can now accept credit card. The cost – Free for the firt year, then $19/month after.
	+ Fall festival – The fall festival is still under consideration.
	+ A question was raised regarding the St. Mel property for sale. A follow up inquiry post meeting was to be made.
* **New Business:**
	+ No new business discussed.
* **Next Meeting Date** – the next meeting date will be May 4, 2021. The major topic will be a review of the 2021 – 2022 budget.

The meeting was concluded with a prayer led by Fr. Patrick.

Respectfully submitted by,

Matthew Nelson, Finance Chairman and Acting Secretary