

**ST. MATTHEW PARISH
MINUTES – FINANCE COMMITTEE
January 17, 2012**

Present: Bill Ahlstrom, Fr. Pat O'Loughlin, Kris Wegner, Mike Kuick, Jeff Slusar, Jennifer Wanta, and Steve Anderson.

Absent / Excused: Steve Heicher, Frank Wellstein and Glenn Margraff

1. Bill Ahlstrom called the meeting to order and led the group with an opening prayer.
2. The December meeting minutes were approved as submitted.
3. The December financial statements were distributed and Kris covered the high lights:
 - Operating income is up YTD \$82,700 vs last year with net income \$27,200 higher than prior year.
 - It was noted, through six months, the parish subsidy to the school is \$56.3k vs a prior year subsidy of \$122.7k.
 - Stewardship is up \$47.2k YTD excluding red envelopes, which are contributing an additional \$9,288 to income.
 - Bank service fees are higher for the year, as expected with the increased research activity related to the investigation. We also believed we have a significant amount of unrealized fees at this point and expect this account to run over budget.
 - On the balance sheet, the designated balances remain high. This serves as a reminder we need to finalize our policy on designated balance retention before we close out the fiscal year.
4. Bill addressed the upcoming budget process. He shared a memo from a prior year with budget preparation milestones to inform new committee members of the process flow. Kris indicated he will prepare a comparable schedule for this year's budget.
5. Also related to the budget, based on our continued increase in stewardship, we should be comfortable with a stewardship budget assumption of approximately a 13% increase for next fiscal year.
6. The continuation of the fraud investigation was discussed:
 - Since the Christmas timeframe, we have been using temporary help to transcribe bank deposit information into a format that has allowed for a significant improvement in the time necessary to analyze the deposits.
 - Kris shared a schedule dated 1/12 documenting 99 deposits that shows losses of \$144k, which \$68k of the loss was in cash. He also commented they are now up to 118 deposits analyzed for a total of \$170k total loss with \$81.5k from cash. This covers approximately the last 11 months DV was employed.
 - Fr. Pat commented on the work of the attorney we have retained, Mr. Carter. At the moment he is focusing on the actual wording of the policy with Catholic Mutual to determine if there is additional opportunity for claims against the insurance.
 - Fr. Pat and Kris also discussed attending DV's initial court date in anticipation of providing testimony; however, in the end she waived her right to a preliminary hearing.

Meeting adjourned at 7:51 p.m.

Next Meeting: Tuesday, February 21, 2012

Respectfully submitted,

Jeff Slusar
Finance Committee Secretary

Distribution:

Bill Ahlstrom, Chairperson

Rev. Patrick O'Loughlin, Pastor

Kris Wegner, Director of Administrative Services

Mike Kuick, Trustee-Treasurer

Steve Anderson, Parish Council Liaison

Finance Committee: Glenn Margraff, Jeff Slusar, Frank Wellstein, Jennifer Wanta, & Steve Heicher
minutes@stmattoc.org