

**ST. THOMAS MORE PARISH
PARISH COUNCIL MEETING
Monday, March 15, 2010**

Council Members in Attendance: Fr. Bill Wagner, Vic Ivers, Kathy Hornschemeier, Janet Tate, and Neil Kamphaus, Jr.

Council Members Absent: Larry Bush, Jim Conrady, & John Duncan.

Others in Attendance: Mike Gennett, Gwen Farwick, & Maria Pour.

The St. Thomas More Parish Council meeting was called to order by Vic Ivers at 7:00 PM EDT. Fr. Bill Wagner opened with a prayer.

Two representatives were invited to the meeting to update Parish Council on their ministries: Gwen Farwick of the PTO & Maria Pour of the Elizabeth Ministry.

PTO - Gwen Farwick - Gwen gave an overview of current PTO activities. The key fundraiser focus is currently on desk replacements in the school. There is also a spirit wear campaign going on right now. Walk More is coming on April 29 and this is the annual major fundraiser. Lori Knight is stepping down after this year after many years of successful service to the PTO and the school.

Fr. Bill asked how scrip sales were going. Gwen responded it still continued to do well. Janet Tate asked why scrip was not sold after the weekend Masses. Gwen responded it was not just a volunteer issue but there was little return when this was done in the past. Mike Gennett stated that there is a page on the parish web site where anyone can order scrip on line. That link is:

<http://www.sttm.org/Fundraisers/ScripPTO/tabid/215/Default.aspx>

Fr. Bill stated he wants to make certain that Walk More is on the master parish calendar. He stated he looks at all events, for example, when a funeral is being planned. He would also like to see this on the bulletin calendar that is inserted each month.

When asked what Council can do for the PTO, Gwen said they would like to have 60 volunteers to help make Walk More successful. They already have 30. There is also an online form the children can complete to solicit donations for Walk More. Gwen was asked to forward the form and information about Walk More to Mike Gennett so it can be added to the parish web site. The same information should be sent to Kate Roelker in the Parish Office in order to put it in the bulletin.

Maria Pour - Moms & Elizabeth Ministry - The Moms group is a large group. At least 30 or so attend each meeting which is held on the third Wednesday of each month. The group picks different spiritual studies for reading and discussion. The group is open to all women, not just mothers. They are looking at a name change in order to attract other women who are not mothers.

The Elizabeth Ministry is currently having a diaper campaign. They will also assist at the First Communion Retreat on April 25th. They will teach the children how to pray the Rosary. The Spiritual Adoption campaign continues regarding adopting an unborn children. A Baby Shower is being planned in May. The school currently is praying for the unborn children. Coffee & Donuts is being planned for May 23rd. The annual coin Baby Bottle campaign will kick off on May 9. Donations are given to A Caring Place.

Business Manager Report: Mike Gennett gave the report.

The bathrooms underneath the Church/Confessional side have been remodeled. New stalls have been installed. The walls have been painted and the floors stripped & waxed. New plumbing flushes have also been installed.

Three new servers have been installed that will give us three times the hard drive space and will run on Windows 2008 allowing us to eventually convert to Windows 7 with new computers. Our current servers are 5-10 years old and need to be retired. We are out of hard drive space. All the files and programs from the old servers will be transferred to the new servers during spring break, the week of April 5.

There are no new significant events to report regarding this year's budget.

2010-2011 Budget update - Since Parish Council last met, Finance met and discussed the first draft budget for next year. The first draft budget includes all submitted increases or decreases to our current staffing and spending levels.

For next year, the school is requesting 1.4 additional teachers and more dollars for contract positions such as art, computer lab, Spanish, music, and gym. Finance kept tuition increases at a minimum and the first draft budget deficit with the school payroll additions is \$85,523 which is too high. The only part of next year's budget that was approved was the fees. Finance would look at the budget again in spring once the school registration process was complete. This is not a different process than in previous years.

The school is concerned their budget for next year was not approved in January. The school would like to have all their teachers hired and under contract in January in order to use for marketing purposes (to state who is going to be in a specific position). Mike attended a recent school board meeting to explain the parish financial process and what is involved in setting a budget. This took place in early February.

Regarding the steps in planning next year's school budget:

- Registrations are not due until April 1 - we will not know how many students are enrolled until after this date plus the time lag to process the applications. Spring break (April 2-11) could negatively impact the timing.
- With the decision by finance to keep tuition increases down, we need at least 335 or more students enrolled (excluding a second

Kindergarten) to break even to consider approving the school's proposed budget. Historically, we have never had that many students.

- There is a 308 enrollment number in the first budget projection. 308 assumes every student returns and we have a full class for Kindergarten. That number may even be optimistic. If this does not happen, the projected deficit for next year increases including the school's budget request. The school needs to consider a "Plan B". We can't pay for something that we do not have the enrollment/tuition income to do so. You cannot approve to pay for employees plus benefits without the confirmed income (tuition) to do so.
- Financial aid requests are due to be filed April 15 and are driven off the 2009 tax return. Aid recommendations to us are not due until May 21 and it takes a few days to digest all the information. Financial aid comes out of our budget and not from a third party. Financial aid requests have been increasing during the last few years.
- It cost us \$229,000 to run the parish/school in December 2009. Our savings is not much more than this number. There is not a "slush fund" out there. We cannot borrow from a bank. The diocese will not grant loans. Running out of money and not being able to make payroll and pay our bills is not something we want to experience. When this happens, the diocese steps in and "restructures" our budget.

We can continue to successfully operate in the long term provided we operate in a fiscally sensible manner. That only makes sense in today's difficult economy.

When do our neighboring parishes issue contracts for teachers for the following year?

- IHM – “not until the registration process has substantially been completed.” (They are hiring now for their new Kindergarten classes).
- St. Veronica – Late May-Early June
- Guardian Angels – Early May

Issuing contract in January and then stating “we don’t need you” is not a sound business practice and could invite legal issues.

A bar graph and a page of financial information regarding the school was passed out showing flat enrollment, increasing expenses, rising tuition and financial aid. It follows the end of this report.

Pastor’s Report – Fr. Bill gave his update

Fr. Bill presented two clear plastic security bags we plan to use to manage the Sunday collection. The diocese has highly recommended using these bags in all parishes. The collection would be put into the bags and sealed by the ushers. They bags would not be cut open until the counters began to process the collection. These bags help to protect everyone along the way that handles the money. A number of council members stated this change “made sense”. Some stated they are using these type of bags for handling cash in their places of employment and has become a regular practice.

We have been testing a loaner transmitter in the church for the hearing impaired. It broadcasts on FM 108.1 and can be picked up with a transistor radio. Fr. Bill proposed that we buy a permanent transmitter. Council agreed with the decision.

The Easter Vigil will begin at 9 PM on April 3. The service must begin after the sun has completely gone down and all twilight has ended. The time of the Chrism Mass on March 30 has been moved up by ½ hour at the Cathedral to 7 PM.

Over \$1,200,000 has been donated throughout the Archdiocese for the victims of the Haiti Earthquake.

The diocese continues to emphasize that the Child Protection Policy be enforced. There are NO exceptions.

During 2009, the Archdiocese launched a Wellness Initiative. Over 2,000 employees participated in biometric readings and a health assessment survey. The results show:

- 31% of the employees are diabetic or pre-diabetic
- 40% have an unhealthy Body Mass Index
- 34% have 3 or more risk factors for Metabolic Syndrome making this group at risk for diseases such as heart attacks, stroke, and diabetes

The Catholic Ministries Appeal is off to a slow start and is attributed to mailing the letters by bulk mail instead of first class.

Archbishop Schnurr is working on increasing vocations to the priesthood.

At the recent Penance Service, about 70% of the participants were estimated to be from St. Thomas More.

There are changes in the Mass forthcoming but not before the First Sunday of Advent. Priests will be trained over the summer.

The diocese is searching for a new Supt. of the Schools. One of the criteria in the selection process is in regards to being able to have a future vision and build a plan for all the schools.

Our diocese sponsored stewardship campaign will tentatively kick off on Sunday, September 25, 2011.

New Business

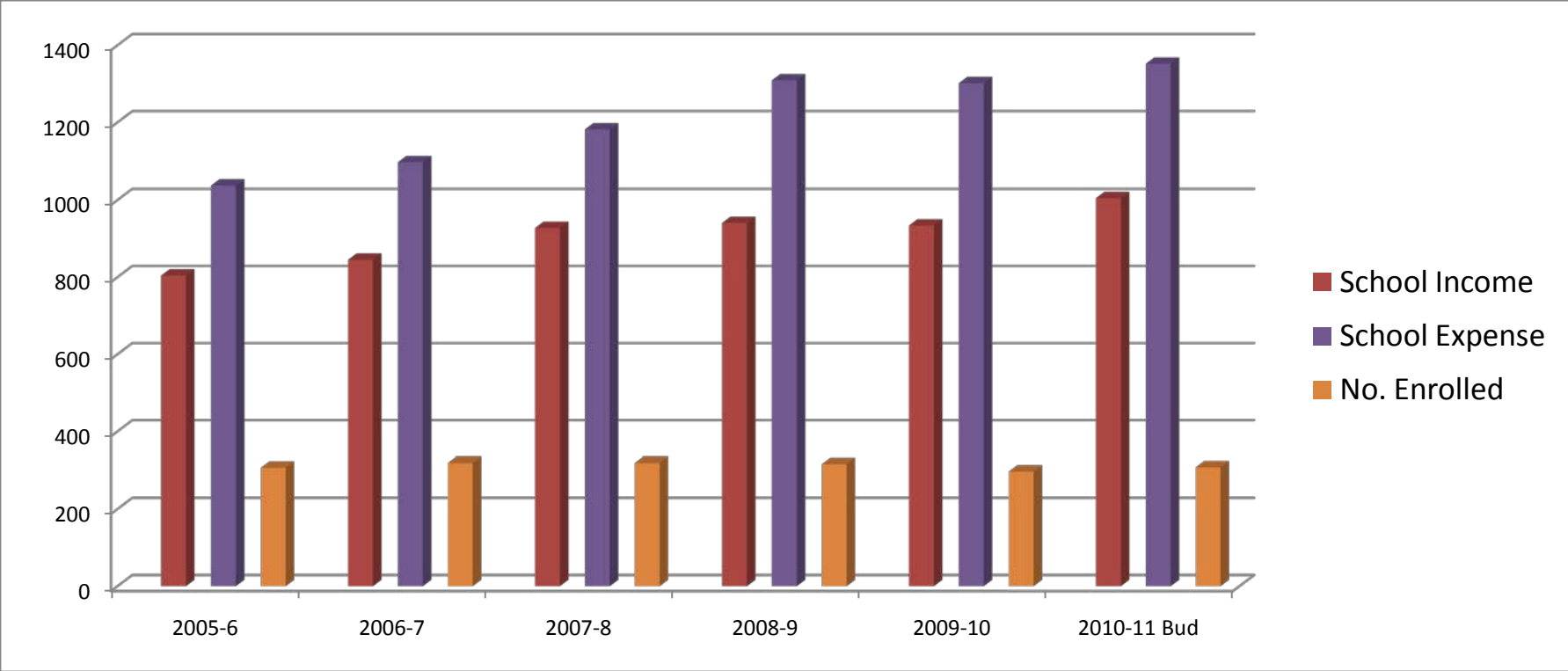
Neil Kamphaus wanted to recognize Deacon John Convery and his entire committee of volunteers for their outstanding effort in planning and executing the recent World Marriage Dinner.

Neil also stated that the Booster alliance with St. Veronica Parish is moving ahead. Both boards have approved the alliance that will include St. Bernadette Parish for football. There are some administrative issues that have to be worked out in the days and weeks ahead. Fr. Bill added that “collaboration” is the word. Both Pastors strongly endorse this effort.

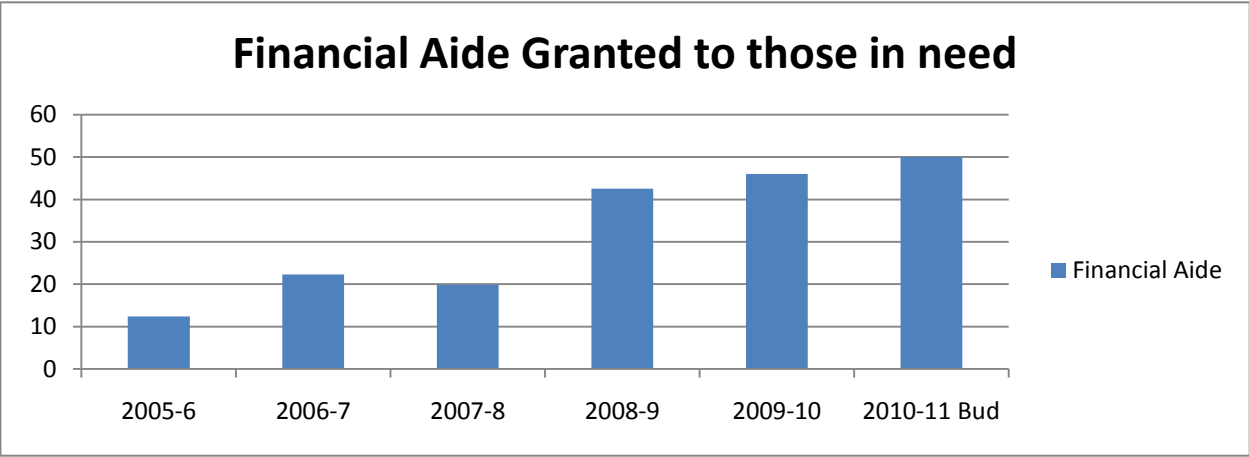
The next meeting is scheduled for Monday, April 19th at 7PM. It was decided that Girl Scouts and the Youth Ministry will be invited to make presentations. Neil Kamphaus will extend the invitations.

The meeting adjourned at 8:55 PM. Fr. Bill led the group in a prayer.

SCHOOL INCOME, EXPENSE & ENROLLMENT



Financial Aid Granted to those in need



School Staffing Dollars Comparison

<u>Class</u>	<u>2010-11</u>	<u>2009-10</u>	<u>2008-9</u>	<u>2007-8</u>	<u>2006-7</u>	<u>2005-6</u>
K & K 1/2	1 <i>(second not included)</i>	Arbogast	Arbogast	Miller	Mulvey .5	Mulvey .5
Aides	2-PT	Hart-PT West-PT	Mulvey .5 Pour-PT Mygatt-PT Hart-PT	Mulvey .5 Bouley-PT Mygatt-PT	Aicholtz-FT	Ziemer Aicholtz-PT Fritz-PT
1		Kohl	Kohl	Kohl	Kohl	Kohl
2		Cordes Ralston	Cordes Ralston	Cordes Ralston	Cordes Ralston	Burnes Ralston
3		Nicodemeous Carlton	Nicodemeous Carlton	Arbogast Carlton	Arbogast Carlton	Auburger Carlton
4		Mulvey Lyons	Nimmo Lyons	Nimmo Lyons	Nimmo Eggleton	Kilbane Eggleton
5		Fryman Rein	Fryman Rein	Fryman Rein	Fryman Rein	Lyons, M. Rein
Jr. High	Add 1.4	Waters Eveler Grachek Teece Day Brennan .5	Waters Eveler Grachek Teece Stricker (Science & Comp) Brennan .5 Mulvey .5	Waters Eveler Grachek Geraci .25 Stricker Brennan .5 Mulvey .5	n/a Eveler Grachek Geraci Stricker Brennan .5 Mulvey .5	Lambert Eveler Grachek Geraci Stricker Brennan .5 Mulvey .5 Salupo .2 Mink PT
Music	Add \$	Wenninger PT Mink PT	Wenninger PT Mink PT		Mink PT	Mink PT
Total:	17.4	16.0	16.5	15.75	15.5	16.7
Contract (Art, Gym, Computer, Music)	\$49,703 <i>(Art, Gym, Computer)</i>	\$31,000 <i>(Art, Gym, Computer-partial)</i>	\$30,520 <i>(Art, Gym)</i>	\$54,873 <i>(Art, Gym, Computer, Music)</i>	\$38,870 <i>(Art, Gym, Computer)</i>	\$38,360 <i>(Art, Gym, Computer)</i>
Spanish	\$8,750	\$7,000	\$0	\$0	\$0	\$0
No. Students	308 ?	297	316	319	319	307
Total Teaching Costs (Staff+Contract+ Subs=w/o benefits)	\$628,000 <i>(1st draft budget)</i>	\$568,000	\$582,538	\$531,576	\$481,606	\$471,457
\$ Over Previous Year	\$60,000.00	(\$14,538.00)	\$50,962.00	\$49,970.00	\$10,149.00	
Financial Aide Granted	\$50,000	\$46,023	\$42,495	\$19,920	\$22,339	\$12,335
Total School Costs	\$1,351,876 <i>(1st draft budget)</i>	\$1,301,582	\$1,308,905	\$1,181,679	\$1,096,622	\$1,037,402
Cost \$ Per student	\$4,389	\$4,382	\$4,142	\$3,704	\$3,438	\$3,379
In Parish Tuition-One Child	\$2,995	\$2,895	\$2,625	\$2,495	\$2,385	\$2,265
Difference to be/covered by Parish	(\$1,394)	(\$1,487)	(\$1,517)	(\$1,209)	(\$1,053)	(\$1,114)
Total Parish Opr Surplus-Deficit	\$ (85,523.35) \$	\$ (43,770.36) \$	\$ (6,544.53) \$	\$ 7,070.94 \$	\$ 13,603.83 \$	\$ 75,746.22 \$