

**Prince of Peace Parish
Finance Council Minutes
January 19, 2023**

Present: Deacon Jeff, Kim Hermans, Kody Hansen, Mary Rehberg, Danae Srnka, Greg Froelich, Carl Juza, Lee Thibadeau, John Davidster, Jim Allen
Absent: None

Meeting called to order at 6:30. Deacon Jeff led us in prayer.

Kody started off with a discussion of the Flocknote Policy they are working on. We did not approve this at our November meeting. This started as the Parish Council would like to go In Flocknote, there are 4 groups of people:

Super Admins: Can do anything they want in Flocknote, and also have full access to Gabriel software tracking parish support. Currently given to all staff members and 3 support people in the parish. We discussed that this access should be limited to only 2 or 3 staff members who would be the experts on Flocknote moving forward. Jeff has this access also,

Group Admins: Group Admins would normally be leaders of a parish group, whether a staff person or not. Group Admins would determine if people within their groups can be a Note Sender to the group, or just a Member. (see below)

Jeff could be a Group Admin of every group, to enable him to see all notes coming and going. It was also noted that Religious Education Group Admins would be required to attend VIRTUS

Note Sender: This is a responsibility given by each Group Admin. It would allow others within the group to send an email to the rest of the group. It may also allow everyone in the

Member: This can be anyone and everyone in the parish or assigned to particular groups. This access allows a member to send a reply to a note, but other Members can not see the reply (only people with one of the 3 accesses above could see the reply). This is more of an Members and Note Senders would NOT be required to sign User Agreements under our More will be discussed at our next meeting

Balance Sheet and Profit & Loss Statements presented with notes. See the last pages for adjustments. We agreed that we will keep moving \$8000 per month from General Fund to Long Range Needs, at least until we have a new loan in place if needed for the addition. Then

The Capital Campaign stands at 62%. More donations are in the pipeline. The Bishops Appeal begins the weekend of February 4/5, and our assessment went up 18% this year. Our assessment is based on contributing members (over \$100 per year). On April 12 there will be a parish meeting with the Diocese to review our plans and start our approval process to begin the construction. We will NOT have final plans for this meeting, as we won't spend the dollars

Gregg Froelich led a presentation on Business Intelligence reports he is working on. Today we have 4 licenses for Power BI (held by Gregg, Jeff, Kim, and Kody today). Some of the statistics we have today are mass attendance by time (based on usher counts), Faith Giving breakdowns, all data from our past Profit & Loss Statements, and others. This is still in

Kody will be coordinating this years Feed My Starving Children Lenten project this year. Cost will be \$30k, but we have a \$7k overpayment with them. The plan is to use Spring Auction

Jeff noted that he approved a \$99 license so that Red can change the Gathering Space display remotely. Red is the only person with this access today. All others would need to change it

SCRIP Reconciliation: Several people from the parish met with the St Bernard's SCRIP team on January 17 to understand some of the abilities with the new Raise Rite system. Another meeting is planned to provide a reconciliation from July 1 to December 31, 2022. More to

Regarding the Education Endowment and our need for an independent audit when our balance surpasses \$250k, Mary Rehberg talked with John Diedrich from the Diocese. If we want to increase our audit threshold, this would need to be approved by the Diocese. If we invest with the Catholic Foundation, we would not need an audit, as the Diocese audits them every 5 years. We use Francis Xavier for our investing, so we are not sure where this will end up. We

Mary will review and approve the bank and investment statement reconciliations with Kim for

Mary will work with Kim to approve the bank and investment statements.

As noted in our Balance Sheet discussion, we will continue to move \$8000 from general funds to long range needs. Per the last plans from Bellevue that we are aware of, the Village will widen Willow Road in 2025, so we will need about \$600k for this.

We will continue to use 2 banks as of right now (Bank First and Nicolet). It does not pay to consolidate operations as we may need to add or change a bank in the future depending on

Kim is starting the 2023/2024 Budget process with committee reviews. This will need to be approved by both Finance and Parish Councils by May of this year.

Meeting closed at 8:20 pm

Submitted by Jim Allen