

St. Ann Stewardship Finance Subcommittee Meeting Notes 01/20/2009

The meeting began at 7:00 PM with an opening prayer led by the chairman. In attendance were:

Barb Schermer
John Burkart
Tom Schmidt
Mary Sue Patrick
Andy Lampl
Linda de la Court
Mark Hingsbergen - chairman

A follow-up to last meeting was conducted:

1. Report on Gift Card Program – T. Schmidt

Tom provided a verbal report on the status of the gift card program. Relative to last year, the amount is lower but exact figures were not yet available for reporting. In an effort to increase awareness of the program, Tom is planning to man a small table at the upcoming Family Day in May, if given the go-ahead by the event committee. Other ideas for program awareness were discussed, including a regular series of reminders. The subcommittee verbally agreed to a suggested schedule of

- a) a monthly announcement at all Masses
- b) bi-weekly notices in the bulletin
- c) a twice weekly insert in the bulletin, timed to coincide with other inserts (e.g., Right to Life) to minimize additional manpower needed. This insert would detail the program and the parish benefits, providing a list of merchants.

Tom also requested that at some point we solicit feedback on the program to help shape its direction.

Action items from this report:

- 1) clear with Fr. Mondiek, and establish a monthly announcement about the program at each weekend Mass => Mark, Susan
- 2) establish a regular schedule (if not already in place) for monthly announcements => Mark, Susan
- 3) Develop a bulletin insert and establish dates for inserting => Tom (project focal point)

2. Report on Building & Grounds – J. Burkart

John provided a list of items, compiled by school janitor Scott Cepluch, that need the attention of the B&G crew. A list of accomplishments to date was not available, but John indicated that he would be able to put that together for next meeting.

Action items from this report:

- 1) Generate a list of accomplishments and assign a reasonable valuation to each, in preparation for parish reporting. => John (project focal point)

3. Report on Weekly Offerings – M. Hingsbergen

Mark provided a brief assessment of the weekly offerings, as trended from data taken over the past 3 years. 2006 and 2007 were nearly the same (a 2.7% decrease in 2007), but 2008 numbers indicate a 6.1% drop relative to 2007. The trend is accelerating downward, and indicates to us that this is an area that needs our immediate attention.

This topic was discussed in more detail later in the meeting as top priorities were planned.

4. Identify/Nominate Project Focal Points

An overview of the committee's active projects was provided by the chairman. Focal points were discussed and nominated. The following project focal points were identified:

Ongoing

- Weekly offering - Mark
- Gift card program - Tom
- Recycling – remains open for now
- Building & Grounds projects – John
- Endowment Fund - Linda

Special & Periodic

- Capital Campaigns – remains open for now
- Fundraisers - Barb

Committee Activities were then prioritized.

1) First Project: Electronic Offerings

The committee gave verbal consent that this project is top priority, and that expanding the existing electronic offerings base would be an effective way to increase ordinary income. Mark has been working with Susan on this, learning that the program is already in place to some extent and needs to be expanded. SFS member Mel Pfirman has expressed interest in this project as well and has been contributing remotely via e-mail.

Action items: Prepare presentation to Fr. Mondiek, present at parish council, continue to work with Susan and Mel to develop strategy, rollout, and implementation. => Mark

2) Communication to Parish

After discussing the need to communicate to the parish the need to communicate our activities to the parish, Barb offered to generate a summary report to the parish based on meeting notes and discussions.

Action item: Generate summary report to parish and submit to chairman, Fr. Mondiek, and Susan for review. => Barb

3) Ideas for next priorities were discussed openly, and several ideas emerged.

Barb indicated that the 20/20 program (\$20/month for 20 months) would be an easy one to initiate and would provide a needed boost to operating income. The committee agreed that this would be a good way to introduce increased giving in a manageable amount and a finite duration, and would allow for budget forecasting. Care needs to be taken to emphasize that ordinary giving needs to be maintained by those who commit to 20/20. Lent would be an ideal time to roll this out.

Action item: Generate an introductory statement detailing the program, to be presented to Fr. Mondiek, and to provide the basis for a bulletin insert and announcement. => Mark

The topic of Bequests was discussed, and it was recognized that given the number of departing parishioners each year, a substantial increase to income potential exists. First steps would include establishing a baseline for how many parish bequests currently exist, then organize a campaign to increase that number. One way to do this would be to offer free will-writing sessions, perhaps with the assistance of parishioners with legal experience. This project is still in its early stages, but there is great potential and should be considered as a high priority.

Action item: Present to Parish Council and work with Susan for first steps => Mark

Tom presented the idea of organizing an alumni dinner event for specific St. Ann graduating classes, much as is done at Badin High School. The dinner and pledges would provide additional income.

Action item: Prepare a detailed event plan and present to SFS => Tom
Mary Sue mentioned a "roots & wings" program for tuition assistance. More information is needed.

Action item: Investigate how this program works and present to SFS =>
Mary Sue

The meeting was ended at approximately 8:20 PM with a closing prayer led by the chairman.