

## St. Ann Stewardship Finance Subcommittee Meeting Notes 11/18/2008

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  
Mark Hingsbergen - chairman

After a brief introduction wherein the meeting format and structure were addressed, the proposed charter of the Subcommittee was approved by all members with an audible vote. The charter is as follows:

The primary purpose of the Stewardship Finance Subcommittee is to assist St. Ann Parish by working to increase financial revenues through the establishment of programs and coordinated efforts to raise operating income and capital. Our vision is to build a sustained level of financial solvency through ordinary operating income and extra-ordinary revenue efforts. We will also assist the parish with financial decisions, both individually and collectively, by providing guidance on the principles of financial stewardship.

Next, the scope of activities for the Subcommittee was discussed. The finalized list is as follows:

- 1) Increase operating revenues
- 2) Work with Finance Committee
- 3) Propagate financial stewardship at St. Ann's
- 4) Work with other committees and projects as required
- 5) Building & Grounds
- 6) Measure & Report to parish
- 7) Debt reduction (added at meeting)

Projects to be undertaken by the Subcommittee were then discussed as follows

### Ongoing Projects

- Weekly offering – this is to be the “ordinary” income of the parish, and should be the primary focus of the Subcommittee until such time as the parish is solvent on ordinary income alone
  - Ø Tracking & metrics – necessary to help guide our activities and measure progress
  - Ø Tithing program – to be introduced at some point in the future. Tom Schmidt presented a copy of the 1992 Increased Parish Support Program from the Archdiocese of Cincinnati, which Mark Hingsbergen volunteered to review before passing on to the rest of the subcommittee.
- It was mentioned by Barb Schermer that feedback to the parish may need to be frequent and visible in the early stages of our efforts.
- Gift card program – Tom Schmidt provided an overview of the program and took as an action item to provide an assessment of the participation level and list of merchant for next meeting
- Recycling – it was observed that the visibility of this program could be greater, and that we need to establish a baseline level of income and a regular program for reporting to the parish
- Building & Grounds projects – this has been an ongoing program under the leadership of Ken Ross, and will now be attached to the Subcommittee for the purpose of tracking activities and reporting to the parish. It was suggested by the chairman that projects

should be given a monetary equivalent value upon completion, and reported to the parish as money saved. John Burkart accepted an action item to compile a list of recent past, present, and future activities for this program.

- Endowment Fund – the topic of establishing a future endowment fund that would provide self-sustaining income for the parish and emergency capital was discussed. This would necessarily be a lower priority, future project, but for completeness was addressed at this meeting.
- Pledge Card – introduced at the meeting by Tom Schmidt, this was discussed as a possible method for instilling accountability for parishioners and helping with parish income planning. It was suggested that we examine a sample pledge card from a past campaign (here or elsewhere) as a start.

#### Special & Periodic Projects

- Capital Campaigns
  - ∅ 20/20 or similar – a campaign to garner “\$20 a month for 20 months” per pledge was presented as a possible future activity, noting its success in a neighboring parish
  - ∅ Grants – a grant-writing project is a high priority due to the potential return on time investment. Chairman has a contact within the parish and this will be explored.
  - ∅ Bequests – there needs to be an elevated level of visibility for bequests, and a focal point for helping parishioners establish a bequest. Also a higher priority due to potential return on time invested.
  - ∅ Tuition sponsorships – already in place. Several ideas for improvements were discussed. It was suggested by Mary Sue Patrick that this would be a good opportunity to involve and reach out to parents of school children who are not regular Mass attendees.
- Fundraisers
  - ∅ Festival – the Subcommittee will make itself available to the Festival Committee for assistance as needed
  - ∅ Dinners & Fish Fries, etc. – events that are not already targeted to raise capital for a specific group or function would be a potential activity for this Subcommittee.
  - ∅ Special events (lectures, concerts, etc.) – several ideas were discussed. Barb Schermer mentioned that special presentations by the school children (such as the Christmas show) could be made more accessible to the parish at large to help them feel more connected to the school, and could serve as an income boost as well. A parish yard sale or bazaar, auctions, and “high-end” raffles were suggested by Tom Schmidt, as well as a special historical compilation publication to coincide with the centennial celebration.

A request for volunteers to be project focal points was made by the chairman, but with a suggestion to consider and answer by e-mail or phone. No assignments for project focal points were made at the meeting.

A request was made that the full list of Subcommittee members be published. This will be sent out by the chairman as a follow-on action item.

The meeting was declared to be successful in establishing the Subcommittee and defining its activities. Next meeting will begin to prioritize and assign projects to focal points and report progress.

The meeting was ended promptly at 8:00 PM with a closing prayer led by the chairman.