



## MEETING MINUTES

# Finance Council Meeting for June 2, 2025 St. Sylvester Parish

PREPARED BY: Mark Burson

ATTENDEES: Mark Burson Tom Pitts  
Jim Kizer Nic Bray  
Javier Ruiz Father John Kelly

Not Present Gilbert Edwards Jeff Arnett  
Karen Pfister

## Agenda Based Minutes

- **Opening Prayer:** We opened the meeting with prayer.
- **Previous Minutes:** Minutes for April 21, 2025, approved.
- **SAGE Accounting Software:** Data is fully imported into SAGE. Mark is finding ways to retrieve and present data accurately, should be up and running by next fiscal year in July.
- **Reports for /April 2025:**
  - **Balance Sheet:**
    - P&L Savings balance is up to \$138,453.16.
  - **Profit & Loss Budget versus Actual:**
    - Offertory (43101): Offertory was under budgeted amount for the month of April 2025 by \$8,844.41. For the year we are \$6,998.87 over budgeted amount.
    - Programs and Activities (54101): Overbudget for the month by \$2,068.35. We are \$11,801.94 over budget on Programs and Activities. Mark will research this as the report as presented does not break the expenses out by program.
    - Repairs and Maintenance (54300): Over the budget for April by \$5,432.32 due to added ground works at the back entrance of the church. We are \$37,231.43 over on expenses for the year. Mark will research this.
    - Overall, we are \$104,098 over budget for income and \$80,788 over budget on expenses.
- **CSA 2025:** We are at \$193,005.35 pledged with 385 pledges. We expect to reach about 400 pledges, however, the remaining pledges are usually very small pledges. We are doing very well at this point.
- **NEXT FISCAL YEAR BUDGET:** A first draft was presented, Father John asked if the 5% salary increase for the clergy could be extended to the church employees. Mark will take a look to see if this is feasible and adjust next year's budget accordingly.

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- **Next Meeting:** Next meeting is scheduled for June 30, 2025 @ 5 PM.
  - **Closing Prayer:** We closed our meeting with a prayer.