



MEETING MINUTES

Finance Council Meeting for June 30, 2025 St. Sylvester Parish

PREPARED BY: Mark Burson

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

Not Present Gilbert Edwards Jeff Arnett
Karen Pfister Nic Bray

Agenda Based Minutes

- **Opening Prayer:** We opened the meeting with prayer.
- **Previous Minutes:** Minutes for June 2, 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 /May 31, 2025:**
 - **Balance Sheet:**
 - P&L Savings balance is up to \$151,723.83. Property/Liability Insurance will be paid in June; the difference will come from savings primary.
 - **Profit & Loss Budget versus Actual:**
 - Offertory (43101): Offertory was under budgeted amount for the month of May 2025 by \$1,860.60.
 - Medical Insurance Company (55603): Overbudget for the month of \$1,016.94. most of the programs were under budget or slightly over for the month.
 - Total income for the month was \$2,780.67 under the budget and expenses were \$12,261.38 over for the same month.
 - Although we collected \$101,317.91 over budget for income for the year, we are on a deficit of \$6,334.36 over budget on expenses. Significantly higher than expected expenses include Repairs and Maintenance Grounds (\$37, 842.92), Program and Activities Expenses (\$12, 180.87), Property Taxes (\$8, 075.70), Extra Clergy (\$4,425.18); most of these issues have been discussed in prior meetings.
- **CSA 2025:** We are at \$195,191.11 pledged with 386 pledges. No refund yet. We are doing very well at this point.
- **NEXT FISCAL YEAR BUDGET:** A corrected draft was presented; 5% salary increase for the church employees was added. Approval e-mail to follow next week.

-
- **COLUMBARIUM/MAUSOLEUM:** Father John presented a request to create a building committee for this item; he suggested that the finance committee take over this task. Father Jhon presented a motion that the to make the finance committee, Tom Pitts second it, all member present voted yes. Jim Kizer will make a proposal, it will be presented to the parish Council.
 - **Next Meeting:** Next meeting is scheduled for July 28, 2025 @ 5 PM.
 - **Closing Prayer:** We closed our meeting with a prayer.