



MEETING MINUTES

Finance Council Meeting for July 6, 2026 St. Sylvester Parish

PREPARED BY: Mark Burson

ATTENDEES: Mark Burson Jeff Arnett
Javier Ruiz Gilbert Edwards
Father John Kelly Jim Kizer
Tom Pitts

Not Present Nic Bray

Agenda Based Minutes

- **Opening Prayer:** We opened the meeting with prayer.
- **Previous Minutes:** Minutes for May 11, 2026, approved.
- **Reports for April/May 2026:**
 - **Balance Sheet:**
 - No comments or questions.
 - **Profit & Loss Budget versus Actual:**
 - Donations and Bequests were lower than expected for both months and for the year, the budget will be adjusted accordingly.
 - Offertory was lower in April but above expectations in May, \$66,586.22 above budget year-to-date.
 - Total net ordinary income is \$37,496.87 over budget year-to-date.
 - Program/ Activity Expenses was above budget for April mainly due Easter and social events. A total of \$20,598.23 over for the year-to-date budget.
 - Cable or Satellite TV Service was \$773.61 above budget in April due to switch to a dedicated fiber line for the campus. Still under budget for the year.
 - Repairs and Maintenance: April and May saw furniture and equipment expenses above budget; bringing the total combined Repairs and Maintenance expenses to be over \$9K for the year.
- **CSA 2026:** A total of 416 pledges for a total of \$185,040.81 pledged. Collected to date \$147,913.98.
- **2026-2027 Budget:** It was reviewed by the committee members, Javier Ruiz presented a motion for approval, Gilbert Edwards second, unanimously approved by all members present.
- End of the year report to the parish/Bishop will be prepared over the next 2 months.

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- **COLUMBARIUM/MAUSOLEUM** Last permit (wetlands) pending, should be approved. Company contacted to start design phase.
 - **Letter of Resignation:** Mark Burson, our Parish administrator presented his letter of resignation after 22 plus years loyal service to St. Sylvester, effective 29 November 2026. He will transition to bookkeeper after that date. The committee accepted the resignation with sadness in our hearts, the process to find a suitable replacement will begin immediately.
 - **Meeting:** Next meeting is scheduled for July 27, 2026 @ 5 PM.
 - **Closing Prayer:** We closed our meeting with a prayer.