



MEETING MINUTES

Finance Council Meeting for August 4, 2025 St. Sylvester Parish

PREPARED BY: Mark Burson

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

Not Present Jeff Arnett
Karen Pfister

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 /June 30, 2025:**
 - **Balance Sheet:**
 - P&L Savings balance is \$14,000. Property/Liability Insurance was paid in June; the difference will come from savings primary.
 - **Profit & Loss Budget versus Actual:**
 - Offertory (43101): Offertory was \$11,319 over budgeted amount for the month of June 2025.
 - Flower Expenses Overbudget for the month by \$2,445.91, most of the programs were under budget or slightly over for the month.
 - Total net ordinary income for the month was \$588.07 under the budget.
 - At the end of June 2025, end of the fiscal year, we ended with a loss of \$6,922.43. We budgeted a loss of \$25,472.35. We had total income collections of \$1,575,700.23 and total expenses of 1,582,622.66. Significantly higher than expected expenses include Repairs and Maintenance Grounds, Program and Activities Expenses, 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 \$196,564.36 pledged with 387 pledges. We have received a rebate of \$2,151.69. We are doing very well at this point.
- **NEXT FISCAL YEAR BUDGET:** Budget was unanimously approved to include the 5% salary increase.

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- **COLUMBARIUM/MAUSOLEUM:** Jim Kizer developed a proposal presentation with estimated budget; it will be presented to the Parish Council on a later date.
 - **Next Meeting:** Next meeting is scheduled for September 22, 2025 @ 5 PM.
 - **Closing Prayer:** We closed our meeting with a prayer.