



PARISH COLLABORATION



Finance & Budget Work Group Summary Sheet as of June 12, 2024

Members: Jim Connell (M) Chairperson,
Nadge Herceg (M), Joe Smucny (P)

CSC Liaison: Joe Boehm (P)
Staff: Jeanette Shemo (M), Scott Menningen (P)

This group was tasked to: ***Create an effective and efficient budget system for the new collaborative.***

Research included:

1. A twelve-question questionnaire was developed to help uncover financial realities at each parish.
2. The questionnaire was sent to Jeanette and Scott at each respective parish to gain answers and insights about finances and financial practices.
3. The WG met personally with Jeanette and Scott to gain a fuller explanation of their answers and additional insights into current financial practices.
4. Because there are so few parish/oratory structures in the US, it was determined that trying to benchmark these structures based on financial practices would not be beneficial.
5. The group members currently serve on the Finance Council of one of the two parishes. The WG used its knowledge of sound financial practices and significant years of service to the parishes as a backdrop for moving forward and making recommendations.

Topics Addressed:

- Reviewed the decline of weekly collections of both parishes (upon which annual budgets are based).
- Considered whether the budget can support the number of employees at each campus. Staff and Human Resource expenses are significant in both parish budgets.
- Reviewed new (2024) Diocesan Parish Finance Council Guidelines from Cleveland Diocese and evaluated adjustments that need to be made. (www.dioceseofcleveland.org/files/resources/parish-finance-council-statutes-2024-02-01.pdf) – Scan QR code to read this document. →
- Reviewed annual budgets and considered the relationship between income and expenses.
- Considered how parish finances could be combined while maintaining two campuses, and respecting money in individual restricted funds.
- Considered how service contracts be established between the two campuses (e.g. snow removal, floor mats, photocopiers, phone system, internet subscription/support, lawn care, boiler/heating contracts, etc.) as a cost savings.
- Explored existing investment accounts and how they may be managed to serve both places.



Finance Council Guidelines

- Considered the need for a common accounting system to create a proposed budget to be presented to/approved by the diocese.
- Explored the possibility of a general fund between the parishes to manage shared expenses.
- Looked at the need for fundraising and advancement programs.
- Recognized the need for parishioner giving to be earmarked for each location.
- Discussed the need for easy pathways for giving at both locations.
- Talked about how to move from two finance councils to one.
- Reflected on the need to increase parishioner giving at both locations.

Options/Alternatives – The group feels that the recommendations they are making are in the best interest of a sustainable future. Recommendations may be carried out over an extended timeline, but the group presents them to stand alone, without multiple options on these topics.

Feedback - After the WG made its initial presentation to the other WGs on May 11, it received thirty questions/comments. The WG considered all of the information and changed two of its recommendations and added two recommendations. Many comments focused on three main topics: Fundraising, Finance Council, and Faith Direct.