

**Saginaw St. Joseph**  
**FINANCE COMMITTEE MINUTES**  
November 6, 2025, | 6:00 p.m. – 7:00 p.m.

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**Open Meeting**

- Call to Order: Deacon Bob Sasiela at 6:01pm
- Prayer & Minutes: Debra Flores-Cortez (Prayer) / Deacon Bob (Minutes)

**Attendance:**

- **Committee Members in Attendance:** Deacon Bob Sasiela, Deacon Larry Gayton, Ann Gonzales, Debra Flores-Cortez, Dan Vela
- **St. Joseph Staff:** Fr. Frank, Jennifer Watts (Bookkeeper)

**Approval of Minutes/Agenda Review:**

- Motion to Approve Previous Minutes & Agenda: Deacon Gayton Motioned and Ann Gonzales Seconded – All approved.
- Deacon Bob provided copies of the Diocesan Guidelines for Finance Councils that was promulgated by Bishop Gruss recently. We are generally in compliance with the guidelines. Members should review and bring back issues/questions for our next meeting. Jennifer mentioned that Jane Sills was going to provide parishes with a generic Bylaws template that could be used to create our Bylaws. Jennifer believed the completion date for the Bylaws to be in place was pushed out until March 31, 2026, vs. December 31, 2025.
- Old Business:
- The Snow Removal Contract for the upcoming winter season was received and signed by Fr. Frank. Prices remained the same as last year. Vendor is Mid-Michigan Contracting – and they did a good job last year. Sidewalks will be cleared by Albert or Phillip (as has been done in prior years).
- The Golf Committee summary for the Labor Day Golf Outing was provided and reviewed. The event generated \$8,962.81 and a donation of \$11,300 was made to the parish.
- The 5K Run & Walk summary was provided and reviewed. The event generated \$413.30 and the balance was left in their account. The important thing about the event is the fellowship vs. it being a moneymaker for the parish. Fr. Frank noted that attendance seems to be reduced over the years.
- The sealing of the parking lots has been completed – total cost was \$3,562.50 – which is a tremendous savings for the parish. Thank you to all who helped with that project.
- The front and back decks of the Education Center have been sealed and some minor repairs made to the back deck. Bruce Isolito completed the project for us – thank you Bruce. Father suggested that we will be removing the back deck and replacing it with just some steps and railings in the future – there is no need to have a deck on the back anymore – and that change will help reduce the maintenance needed.

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- The painting of the Educational Center will not be done this year. The painting of the sanctuary will also be delayed until some time in the future.
- Information regarding previous year's Festival recap was provided to compare against the 2025 results previously provided. There seems to be some line item differences in the recaps over the years. There was a meeting with parishioners regarding the Festival alternatives/changes since our last Finance Council meeting. There was good attendance at that meeting. The overwhelming response was to continue the Festival as-is and focus on expense reduction as a way to generate more money. A follow-up meeting is scheduled for Saturday, November 8<sup>th</sup> after the 4pm Mass – more to come.
- Dan Vela contacted Sacred Heart Parish in Mt. Pleasant since they were identified as the only parish who is using Venmo extensively. They provided feedback on their current process – which utilizes the Shelby system. However, Shelby is going to be replaced next year by the Diocese – so we will have to wait and see if the replacement system can support Venmo activity going forward.
- It was suggested that we should post the meeting minutes on the Parish's website as best practice and for transparency. Deacon Bob contacted Josie. There were issues with the (Capuchin non-supported) website to make this happen – but was finally completed with a test posting. However, the document will need to be posted as a pdf document vs. a Word document - so that it is not able to be modified on the site. More to work on.
- New Business:
- Father mentioned that Simoni came this past week to check our sound system out. Some parishioners have mentioned they have difficulty hearing in church. Simoni said we need to have our system upgraded. They were requested to bring back a proposal for review.
- Father mentioned that the computer box for the boiler and air conditioning systems needs attention. The maintenance person from Green Company said they do not make parts for our plus 20-year-old system anymore. They are going to investigate and bring back a proposal for us to review.
- Review Financials:
- Jennifer provided Statements of Financial Position and Income Statements through the end of September 2025 (first quarter of fiscal year). Overall, we had \$154K of income and \$165K of expenses - about \$11K to the negative (income vs expenses) for the year. However, Fund Raising expenses associated with the Festival are included in the quarter – so that is skewing the expenses in the quarter - and should even itself out over the year. Jennifer mentioned that many parishes see year end donations due to tax benefits associated with charitable contributions. It would be good to mention this to our parishioners in case they have that issue and would like to contribute to the parish.

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- Jennifer stated we are scheduled to make a \$1,500/month payment to SACS. The diocese has changed their policy and applies that payment now to the most current year assessment vs. the oldest assessment. We are quite a few years in arrears to SACS according to the current records.
- Jennifer and Father had a meeting with the CFO of the Diocese to discuss a “rebate” from the MCC for prior year insurance liability calculations. Every parish is going to be given a “rebate” which is expected to be used as a “rainy day fund” for the parish vs. paying any outstanding bills they may have. The parish is anticipating an approximately a \$60K amount from this issue – which could help with the sound system and boiler/air conditioning computer system issues highlighted earlier in the Minutes.
- Future meetings were scheduled for the upcoming year starting at 6pm in the Parish Office: September 4, November 6, January 8, March 5, May 7, and June 11 (2027 Budget Approval).

**Next Meeting Date: Thursday January 8, 2026, at 6:00pm in the Parish Office**

**Adjournment: 7:10pm**