OUR LADY OF MOUNT CARMEL

Finance Council Meeting
October 8, 2025
Minutes

The Finance Council of Our Lady of Mount Carmel Catholic parish met on Wednesday, 10/8/25, from 4:00 to 4:50 in person, in the parish hall conference room, and via ZOOM audio. The meeting was called to order by Alex and a quorum was established.

Council members present:

- Alex Gray (Chairman)
- Ed Quinnan (via Zoom)
- Jack McAleer (via Zoom)
- A.B. Introcaso (via Zoom)
- Jim Rice (Secretary)

Ex-officio members present:

- Fr. Jhonnatan Carmona
- Rebecca Bayless (Bookkeeper)

Fr. Jhonnatan offered an opening prayer [". . . for gifts of understanding and wisdom as we look at the parish's material goods . . ."]. Alex then outlined the purposes of the meeting, namely, to review full FY 2024-2025 financial results, to discuss the 11/8-9/25 stewardship presentations, to review donations and expenses related to recent changes to the sanctuary, and to ratify and confirm the acquisition of new kitchen equipment. He emphasized that all actions would need to be completed by 5:00 when the Parish Council was scheduled to take over the meeting room.

Copies of a balance sheet as of 8/31/25 and the related income statement for the 12 months ended that date, along with an analysis of activity within the restricted funds of the parish, were earlier distributed to council members (and are attached to these minutes). Rebecca reminded the meeting that while full year statements are not submitted to the diocese, such are required to be maintained in a form as to be readily accessible for review by the diocese.

With regard to the balance sheet, Alex commented that the balance in the operating funds account ($87,500) was low by historical standards (e.g., the comparable amount for FY 2023 was $128,500). Also that the balance in the Grounds & Maintenance Fund ($43,300)[1] was also low, "anything less than $40,000 [being] dangerous."

Regarding the income statement, Alex pointed out that the largest deviation from budget was the music ministry (by $11,900), albeit a portion of this was offset by a donation ($7,000) that was expected to be repeated this fiscal year. Overages charged to landscaping ($4,400), liturgical ($3,600), supplies ($3,600) and rectory expenses ($2,900) were probably the result of general

[1] Of course, this amount was *increased* by $19,000 earlier reclassified from AMA to maintenance.

inflation and greater need for these items than was expected during the budgeting process. In any event, expenses ($301,200) exceeded income ($280,500) by $20,700 resulting in a net loss of that amount for fiscal 2025 (versus a budgeted such loss of $7,300). This state of affairs, all members of the council agreed, compelled a renewed focus on expanding income and better controlling expenses.

In particular, upon motion duly made and seconded, the council unanimously ratified and confirmed a formerly informal understanding to the effect that any non-budgeted expense of $1,500 or more would require approval by the Finance Counsel prior to being incurred, except for emergency such expenses which would be paid out of funds available for the purpose subject to later ratification by the council.

The council then took up the matter of donations and expenses related to recent changes in the sanctuary as more particularly set forth in an analysis prepared by Rebecca entitled "Transaction Report" and attached to these minutes. The report shows a deficit of $4,200 between donations and costs related to the changes. Fr. Jhonnatan, however, explained that a donation of $5,000 had been made with reference to these costs, payable in monthly installments of $500; Rebecca indicated that the first such payment had been received, and the remaining balance of the donation would potentially be booked as an account receivable in FY26.

Alex and Rebecca then advised that by diocesan rule any expense item in excess of $20,000 was required to be reviewed, approved and paid by the diocese. Even expenditures covered by donations are required to be so handled.

A more particularized list of kitchen equipment and related costs of installation, which is in process of installation in the parish hall, is attached to these minutes. Alex clarified that the costs of such equipment had not been donated, meaning, that such costs, aggregating approximately $8,000, would be paid out of already depleted operating funds (*see* above) subject to possible later reclassification. Notwithstanding, after discussion which focused on Bernie Alioto's professed need for updated equipment, upon motion duly made and seconded, unanimously approved the acquisition of such equipment and payment of such costs. Ed delivered a clear and critical message regarding his unhappiness with what he views as excessive and poorly controlled spending on both sanctuary interior changes and the stove replacement project.

Regarding the stewardship presentations scheduled for the weekend of 11/8-9/25, Jim, Alex and Ed undertook to handle the 4:30, 9:00 and 11:00 Masses, respectively. It was the consensus of the meeting that the presentations should take an aspirational approach to the subject of better matching operating income to operating expenses, which would leave the annual AMA rebate for capital items. In this connection Fr. Jhonnatan opined that Flocknotes tools enabling online giving were already bolstering plate collections.

Alex then asked Fr. Jhonnatan to offer a concluding prayer ["Whilst there are things to improve, we must trust the providence of God . . . "], whereupon Alex thanked the attendees for their time and entertained a motion to adjourn the meeting.

/s/ James A. Rice
James A. Rice, Secretary

October 9, 2025
Date