



St Joseph Administration Commission

December 1st, 2016

Present: Pat Upton, Kathy Gergen-Mandel, John Peterson, Joe Faeh, Randy Haney and guest Chuck Wood from Financial Development was a guest attending our meeting.

Opening Prayer

Approval of Minutes: Minutes of November meeting were approved.

Commission is okay with 8:15 Parish Council start time

Bulletin cover:

We cover it for February.(3rd week). Due by 1/14/17. We could use text from LPI. (Check bottom of bulletin and visit website)

Financial Development:

Presented Financial Development Vision for St. Joe's document. Long-term giving; Grant Writing; Targeted Fundraising; Annual Stewardship; Debt Reduction 'bucket". Challenge is to reach out to the entire community at St. Joe's for contributions in a different way instead of just asking for money. School activities and events that will focus on a different group of givers.

Communications Update:

Looking for definition and what their role is. Next meeting is in January and Joan will attend.

BG Update:

Will reconfigure schedule into annual buckets. Site plan is in first revision. Goal is to get them up on the website tabs.

Wish List:

We are going to make some updates/revisions and get it posted on the website.

Committee Restructuring:

Security committee has first draft of manual ready to go. We can revisit the need for members in the future. Technology committee tasks will be changing in light of potential outsourcing.

Financial Update:

Beginning to solidify the pre-school build. Working at identifying the contractor and get approvals/permits. Parish Survey results will be made available in the month of December.

Meeting adjourned.