

Finance Council Meeting Minutes

Date: 10/7/14 Time: 7pm

Place: Boardroom;

The meeting was called to order;

Prayer by Father Dave.

Members in attendance were as follows: Father Dave Timmerman, Terry Dickinson, Roland Breunig, Andrew Aleson, Vonnie Udulutch, and Dan McCue. Wendy Oren was absent.

Vonnie made a motion to accept the September minutes as read by Terry; 2nd by Andy; minutes approved.

P&L statement (July-Sept. 2014) was reviewed; it was observed that parish collections were up slightly during that time period.

Roland & Terry presented a proposed budget initially based upon historical data from the previous three years of financial activity. Additional information included input from the Building & Grounds Committee by projecting estimated expenditures for maintenance and repairs of the church building. Following extensive review and discussion, a motion was made by Andy to approve the preliminary budget; 2nd by Vonnie. The motion was approved.

General discussion by the group involved the following topics:

1. The annual Diocesan Assessment is based upon church investments
2. A signed copy of contracts involving work for the church should be kept on file
3. A mission statement (with respect to the responsibilities of the finance committee) should be kept on file with Mary Ann
4. A financial "request form" should be established and approved for church expenditures. Activity \geq \$1500.00 shall be approved by Father (sign-off w/purchase order). Activity \geq \$5000.00 shall be presented to and approved by Parish Council, then Father.
5. A fee structure should be established for the outside use of parish facilities (parish functions excluded). The amount of the fee would be separated between parish members and non-members.
6. Planning for financing the final payment(s) for the current capital projects in progress should begin to be discussed at the next meeting. It was decided to postpone the subsequent Finance Committee meeting until December 2, 2014. It was also suggested that the order of the church meetings be adjusted at the first of the year to the following schedule: Building & Grounds Committee to meet the first Tuesday of the month; Finance Committee to meet at 6pm (prior to the Parish Council meeting at 7pm) on the second Tuesday of the month. Terry made a motion to adjourn, 2nd by Vonnie; motion passed.

Respectfully submitted, Dan McCue; Secretary.