

St. Joseph Church

Finance Committee

Date: 7/9/15

Time: Noon

Place: Board Room; St. Joseph's Church

July 2015 Meeting Minutes

The meeting was called to order by Roland; Opening prayer by Father Dave. Members in attendance were as follows: Father Dave Timmerman, Roland Breunig, Doug Kotecki, Vonnie Udulutch, and Dan McCue. Absent were Wendy Oren and Jared Hammer. A written agenda was composed and introduced by Roland. A letter from Terry Dickinson indicating his resignation from the Board was read to the group by Father Dave.

A membership review was conducted. The need for more members was discussed, and that the board should be comprised of 9 people total (including Father). Election of officers was held: Vonnie was nominated chairperson by Roland; 2nd by Dan - motion approved. Dan was nominated secretary by Doug; 2nd by Roland – motion approved.

An organized binder was assembled by Roland/Mary Ann and issued to the members. A Mission Statement was read and introduced to the group; motion to approve by Doug; 2nd by Roland – motion carried. Roland made a motion to move the meeting time for the group to 6:30pm on the 2nd Thursday of the month; 2nd by Doug – motion approved.

Discussion: Fund raising for the Parish will be able to resume by January 2016. A list for both long term and short term Parish finance goals will need to be compiled. Also, a “wish list” targeting specific items needs to be put together and be made public in the hope that certain members of the Parish that want to donate can do so. A policy will need to be developed with regards to renting out the Parish Hall, including a formal rental agreement and designation of liability (it was agreed that this item should be established and approved by Parish Council). It was discussed that tables and chairs should not be “loaned out”.

New business: A “to do” list needs to be developed to address the following:

- 1) Who has been issued credit cards, and what cards are they?
- 2) A cemetery administration be organized and be kept separate from Parish matters.
- 3) Begin to work on 2016 budget items at the next meeting (August)
- 4) A “risk tolerance” form to be filled out by Finance Committee members to assist in guiding the financial decisions of the Parish
- 5) Develop the list of long/short term goals for the needs of the Parish

Closing prayer by Father. Father made a motion to adjourn, 2nd by Doug; motion passed.

Respectfully submitted, Dan McCue; Secretary