

Finance Council
St. Martin de Porres Catholic Church
May 17, 2011 Special Meeting
MINUTES

A special meeting of the Finance Council (“FC”) was called to order at 4:10 pm. Members present: Rev. Ed Koharchik, Glenn Rosilier, David Boone, Judy Tixier, Mary Armatta and invited guest Matt Bradshaw of Encino Homes. Rick Virgne CPA, Director of Facilities Planning, Finance for the Diocese of Austin, was also present later.

Land Clearing Contracts

The FC met with Matt Bradshaw to review the status of the three contracts associated with the clearing of the land. The total cost for all three contracts was \$23,500. It was established that all the work had been satisfactorily completed except for the burning of the debris due to the current burn ban. The outstanding balance was \$7,500. It had been recommended by Matt Bradshaw that \$1,000 be held for the burning. FC agreed and a check was immediately issued for \$6,500. There being no further business, Mr. Bradshaw left the meeting.

Other Business

Upon Mr. Bradshaw’s departure, Rick Virgne arrived and visited with the FC.

Discussion points included:

- Status of Our Faith Our Legacy (check with Scott Whitaker’s office for parish chart)
- Capital Campaign Procedures (put case together for rectory & submit)
- Terming of the Construction Loan for the Rectory
- Budget Procedures (do not include OFOL in Budget)
- Short Term Operating Loans

The FC reviewed the new format for the April Financials to be published in the bulletin.

Mary Armatta informed the FC that she wanted to change banks and would be evaluating other banking services in the area.

The next FC meeting is scheduled for June 10th – the agenda items will be:

- Review of Financials through the 3rd quarter
- Fiscal Budget for 2012
- Presentation of Financial Information to the Parish
- Update on Task/Assignments

The FC adjourned at 5:10 pm with the departure of Father Ed. Discussions continued with Mr. Virgne until 6:30 pm

*Respectfully Submitted,
Judy Tixier*