

St. Therese of Lisieux Finance Council Meeting Minutes

May 9, 2017

Attendees:

<input checked="" type="checkbox"/>	Father Larry Zurawski
<input checked="" type="checkbox"/>	Dave Basirico
<input checked="" type="checkbox"/>	Lily Anne Lacap
<input checked="" type="checkbox"/>	Lori Rafferty
<input checked="" type="checkbox"/>	Roger Stanek
<input checked="" type="checkbox"/>	Kim Wojcik

<input checked="" type="checkbox"/>	Betty Buzynski
<input checked="" type="checkbox"/>	Mary Lee Killoran
<input checked="" type="checkbox"/>	Bill Scally
<input checked="" type="checkbox"/>	Bob Pazdzierz
<input checked="" type="checkbox"/>	Randy Berd
<input type="checkbox"/>	Jim Blaisdell

	Agenda Topic Discussion	Lead	Time
1	Opening Prayer	Father Larry	7:03pm
2	Prior Meeting Minutes <i>4/18/17 meeting minutes approved</i>	Kim Wojcik Dave moved, Betty 2nd	
3	Formation Reading - Forming Intentional Disciples	Dave Basirico	
<i>a</i>	<i>Discussed Chapter 11; Read Chapter 12 for June</i>		
<i>b</i>	<i>Evangelization opportunity: How to encourage parishoners to read along in their Bible during readings?</i>	Dave Basirico	
4	Acts of Greater Importance (\$10K to \$100K) <i>None</i>	Lori Rafferty	
5	Acts of Extraordinary Administration (over \$100k) <i>None</i>	Lori Rafferty	
6	Business Manager Report	Lori Rafferty	
<i>a</i>	<i>Budget vs. Actual</i>		
<i>i.</i>	<i>ME 3/31, positive income & budget on YTD basis</i>		
<i>ii.</i>	<i>Expenses slightly higher than income</i>		
<i>iii.</i>	<i>YTD Actual & Budget is positive</i>		
<i>b</i>	<i>Weekly Contributions Comparisons</i>		
<i>i.</i>	<i>Week ending March 27 is negative, only because this was Easter week last year (2016) and not Easter week this year (2017).</i>		
<i>c</i>	<i>Accounts Payable Aging Summary</i>		
<i>d</i>	<i>Statement of Cash Flows</i>		
<i>e</i>	<i>Highlights of AoD Loan Deposit Statement</i>		
<i>f</i>	<i>Highlights of Bank Reconciliation</i>		
7	Facilities Manager Report	Bill Scally	
<i>b</i>	<i>Facilities report out</i>		
<i>i.</i>	<i>Driveway repair is on order- lot repair/replacement planned for further out</i>		
<i>ii.</i>	<i>Replacement mirrors for restrooms are on order</i>		
<i>iii.</i>	<i>Knights of Columbus is offering to provide some funding for the kitchen equipment replacements</i>		
8	Committee Reports		
<i>a</i>	<i>Human Resources</i>	Chair open	
<i>b</i>	<i>Audit: Report on Parish Access Audit & Control Process</i>	Betty Buzynski	

St. Therese of Lisieux Finance Council Meeting Minutes

May 9, 2017

- c* **Budget:** new budget due May 15
i. Final copy reviewed by Father Larry & Dave Basirico on May 9 Lily Anne Lacap
- d* Building and Grounds Jim Blaisdell
See Facilities Manager report
- e* Tithing Lori Rafferty
- f* Faith Formation Fund Betty Buzynski
i. Last meeting held May 2
ii. 14 applications, 10 approved for \$20,043
- 9 Pastoral Council report, Chair** Bob Pazdzierz
a Bob reported the highlights of the PC meeting
i. Parish directory ideas being looked at by Stewardship Committee
- 10 Open Forum** All
a CSA kick off dinner resulted in about 43% increase
b Email blast with Bishop's message going out this week
c Suggestion made to place another reminder/announcement in the bulletin re status of Changing Lives Together collection
d Invite parishoners who donated to CLT to join subcommittee for prioritizing church projects
Starting in September 2017, Finance Council meetings will
e move to the 3rd Tuesday each month to have more real-time reporting
- 11 Father Larry's remarks** Father Larry
a Italian heritage mass brought in \$2,253
Reminder: 100th anniversary of Our Lady of Fatima will be celebrated on Mother's Day & May crowning on Saturday
b after 4:30 mass
- 12 Closing Prayer** Father Larry 8:27pm

Next meeting: 7pm Tuesday, June 13, 2017