

St. Therese of Lisieux Finance Council Meeting Minutes

November 8, 2016

Attendees:

| | |
|-------------------------------------|-----------------------|
| <input checked="" type="checkbox"/> | Father Larry Zurawski |
| <input checked="" type="checkbox"/> | Dave Basirico |
| <input 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 type="checkbox"/> | Bill Scally |
| <input checked="" type="checkbox"/> | Bob Pazdzierz |
| <input type="checkbox"/> | |
| <input checked="" type="checkbox"/> | Mark Baker |

Parish Council

Econome

| Agenda Topic Discussion | Lead | Time |
|---|--|---------|
| 1 Opening Prayer | Father Larry | 7:01 PM |
| 2 Prior Meeting Minutes <i>10/11/16 meeting minutes approved</i> | Kim Wojcik Mary moved to accept, Betty seconded | |
| 3 Formation Reading - Forming Intentional Disciples <i>Read Chapters 1-4, reviewed discussion questions</i> | Dave Basirico | |
| 4 Acts of Greater Importance (\$10K to \$100K) <i>Front office remodeling -- money from LDP; additional cabinet for front offices approx \$1,000 (budgeted)</i> | Lori Rafferty | |
| 5 Acts of Extraordinary Administration (over \$100k) <i>None</i> | Lori Rafferty | |
| 6 Business Manager Report | Lori Rafferty | |
| a <i>Budget vs. Actual (including cash basis)</i> | Lori & Mark | |
| b <i>Weekly Contributions Comparisons</i> <i>Suggestion to include e-giving info with new parishoner packet & info video showing set up process</i> | | |
| c <i>Highlights of Profit & Loss and Balance Sheet</i> | | |
| d <i>Highlights of AoD Loan Deposit Statement</i> | | |
| e <i>Highlights of Bank Reconciliation</i> | | |
| 7 Facilities Manager Report <i>No report</i> | Bill Scally | |
| 8 Committee Reports | | |
| a <i>Human Resources</i> | Chair open | |
| b <i>Audit: Report on Parish Access Audit & Control Process</i> | Betty Buzynski | |
| c <i>Budget</i> | Lily Anne Lacap | |
| d <i>Building and Grounds</i> i. <i>Suggestion to list projects for parish maintenance & upgrades; present to Parish Council & Finance Council</i> ii. <i>Prioritized list showing short-term & long-term</i> | Chair open | |
| e <i>Tithing</i> <i>Next Tithing meeting will be held November 15 @ 7:00pm</i> | Lori Rafferty | |
| f <i>Faith Formation Fund</i> <i>2 applications received & financial assistance provided last month- Sacred Heart Seminary & Notre Dame Prep</i> | Betty Buzynski | |
| 9 Pastoral Council report, Chair <i>Parishoner suggestion program in process-- looking into padding for pews</i> | Bob Pazdzierz | |
| a <i>All Parish Council & committee meeting minutes published on parish website</i> | | |
| b <i>Suggestion to post Finance council meeting minutes on the Parish website</i> | <u>Kim to email XXX with current/approved Finance Council meeting minutes.</u> | |
| 10 Open Forum | All | |
| 11 Father Larry's remarks | Father Larry | |
| a <i>Bishop Burns is going to Guam</i> | | |
| b <i>Synod 16 is November 18-20</i> | | |
| c <i>Advent starts November 27</i> | | |
| 12 Closing Prayer | Father Larry | 8:38pm |
| 13 Next meeting: 7pm Tuesday, <u>January 10, 2017</u> Happy Thanksgiving, Merry Christmas & Happy New Year! | Dave Basirico | |