



# Parish of the Holy Eucharist

Parish Office: 266 Foreside Road, Falmouth, ME 04105

Telephone: 207-847-6890

Website: [www.pothe.org](http://www.pothe.org)

## POTHE Finance Council Meeting Minutes Thursday, April 25, 2019—6:30 pm @ Holy Martyrs

In attendance: Chris Norton, Marty White, Tom Peacock, Don Talbot, Ed Lechner, Jim O'Connell, Melissa Bagdon, Fr. Kaseta, Fr. Dan, Mark Kostin, Jean Mavor, David Ertz, Tim Dexter

Absent: Steve Mitchell

### Minutes:

- Meeting opened at 6:30.
- Jim motioned to approve March minutes, Don 2nd, all were in favor.
- Melissa reviewed the Fiscal YTD finances and the overview snapshot which the group is in favor of.
- The group discussed trying to get 2 back to back 26 week periods for mass attendance trend report. Melissa will research the MTD salaries vs budget variance and get an answer to us.
- Melissa reported that the Pastoral council voted to approve the FY2020 budget.
- David and Jean submitted “yes” votes to approve the budget, bringing the group to a total of all “yes” votes to approve it as well.
- Marty discussed starting to use our budget surplus toward upcoming facilities maintenance expenses. The group discussed the process of how this would work.
- The finance council will review this in our September meeting once the current FY books are closed and decide how to proceed in terms of managing a budget surplus (if we have one).
- The group discussed having Fr. Phil attend the May FC meeting and Fr. Dan will invite him.
- Fr. Dan provided background on the WeShare promotion update - going green, e-giving and e-bulletin, and e-waste. We will also be using the month of May to discuss environmental awareness, recycling electronic equipment, signing up for the “e” programs to help with this awareness, and also helping to reduce our mailing expenses, staff resources, etc. Melissa showed the group the e-giving brochure card that will be circulated in the bulletin. This will be placed on the POTHE home page as well. There will be a way for parishioners to elect to sign up themselves or have a member of the staff contact them and help them.
- Fr. Dan gave us an update on the altar installation at Sacred Heart and showed us a video of the construction process.
- Marty and Melissa updated us on the quotes for St. Jude and the capital campaign projects. The list is prioritized by importance and timeframe for addressing. Most of the bids are in and the total need is approximately \$300,000. The group discussed how realistic it is to raise this much money, and how projects will be prioritized.
- Melissa informed the group that the Diocese recommends having the roof looked at annually for each of our buildings. We discussed the costs, services included, and how this could help avoid catastrophic issues. Melissa will scan and send this information to the group and we will discuss in May.
- Father Peter closed our meeting with a prayer and the meeting adjourned at 7:42.

**Holy Martyrs Church**  
266 Foreside Road  
Falmouth, ME 04105

**Sacred Heart Church**  
326 Main Street  
Yarmouth, ME 04096

**St. Gregory's Church**  
24 North Raymond Road  
Gray, ME 04039

**St. Jude Church**  
134 Main Street  
Freeport, ME 04032