

**Women of Pax Leadership Board Meeting**  
**Thursday, January 28, 2016**  
**Pax Christi Catholic Church**

An organizational meeting of the Women of Pax Leadership Board was held at 6:30 pm on Thursday, January 28, at Pax Christi Church. The following people were in attendance: MJ Jones, Gail Keidl, Joyce Lehman, Mary Mataitis, Carol O'Connor and Sandy Timm.

MJ Jones led us in an opening prayer. We then discussed the purpose of the board and what our roles should be. There has been an organization called Women of Pax at Pax Christi for many years. The establishment of a Leadership Board is new, but the roles that are filled are not.

Mary Mataitis said that she had discussed diocesan policies for parish organizations with Parish Administrator Tim Shea. He explained that our methods of handling money need to be transparent. That is, we need to be able to show both sources of our income and account for our expenditures. Gail Keidl reported that she does that at present. She reports this information to the parish bookkeeper at the end of each fiscal year (July 1 to June 30.) The parish bookkeeper also receives the bank statements for the Women of Pax each month. In the past, our accounts have always been accurate. According to Mary, one of the purposes of the board will be to provide a record of authorized expenditures. Tim Shea also recommended that another person should be authorized to sign checks.

After discussion of roles, the following decisions were made:

MJ Jones will continue as Leader of WOP.

Mary Mataitis will continue to serve as Secretary, maintaining the email membership lists and recording minutes of the Board meetings.

Gail Keidl will continue to serve as Treasurer. She also recommended that the parish bookkeeper, Ronetta Gullickrud, be authorized to sign checks.

Sandy Timm is willing to lead some of the meetings but otherwise will be a Board Member at Large.

Joyce Lehman and Carol O'Connor will be Board Members at Large.

We decided that the Leadership Board of the Women of Pax will meet the fourth Thursday of every month, September through May. The Tuesday evening meetings will continue on the first Tuesday of the month, October through June.

Gail presented a financial report showing expenditures and receipts for 2015. The current balance of the checkbook is \$5482.49. (Copy of financial report on following page.)

After deciding on roles, we discussed upcoming events. On Tuesday, February 2, we are joining the Men of Pax for a program titled *Become a Dementia Friend*. The Super Bowl Snack Sale will take place after Masses on February 6-7. The proceeds will benefit the Catholic Social Services Refugee Resettlement Program. Three future meeting topics were discussed. Sandy will see if it is possible to get a speaker to talk about mindfulness. Mary will contact Father Chinnappa and ask him to present a program about his vocation experience and his life in India. Sandy will investigate a painting or craft program for May.

The meeting adjourned with a prayer by Joyce at 8:25 pm.

Mary Mataitis  
Secretary

<b>2015 Women of Pax Expenditures</b>		<b>2015 Funeral Donations to WOP</b>	
<b>Recipient</b>	<b>Amount</b>	<b>Month</b>	<b>Amount</b>
Super Bowl Sale	58.10	February (2)	300
Shawl Ministry	152.99	March (2)	300
Rosary Group	105.00	May (1)	150
Women's Group Treats (wine, cheese)	173.66	June (4)	550
Spring ChariTea	340.56	August (1)	150
Confirmation Reception Flowers	126.14	September (1)	250
Birthright Shower	106.01	October (3)	450
Women's Advent Retreat	341.67	Total Receipts	2150
Christmas Gifting	850.00		
Total Expenditures	2254.13		