

**St. Therese of Lisieux Finance Council Meeting Minutes**

February 16, 2017

**Attendees:**

<input checked="" type="checkbox"/>	Father Larry Zurawski
<input 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 checked="" type="checkbox"/>	Bill Scally
<input checked="" type="checkbox"/>	Bob Pazdzierz
<input type="checkbox"/>	Randy Berd
<input checked="" type="checkbox"/>	Jim Blaisdell

Parish Council  
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Agenda Topic Discussion	Lead	Time
<b>1 Opening Prayer</b>	Father Larry	7:01pm
<b>2 Prior Meeting Minutes</b> <i>1/10/17 meeting minutes approved</i>	Kim Wojcik Betty moved, Mary 2nd	
<b>3 Formation Reading - Forming Intentional Disciples</b> <i>a Chapters 7-8 discussion questions reviewed</i> <i>b Read Chapters 9-10 for review in March</i>	Bob Pazdzierz	
<b>4 Acts of Greater Importance (\$10K to \$100K)</b> <i>None</i>	Lori Rafferty	
<b>5 Acts of Extraordinary Administration (over \$100k)</b> <i>None</i>	Lori Rafferty	
<b>6 Business Manager Report</b>	Lori Rafferty	
<i>a Budget vs. Actual (including cash basis)</i>	Lori	
<i>b Weekly Contributions Comparisons</i> <i>i. Christmas offertory over budget due to January envelopes being included</i> <i>ii. Parish fundraiser under budgeted amount as raffle didn't reach goal &amp; turned into 50/50</i> <i>iii. Changing Lives Together under budget due to notall pledges being paid yet</i>	Al: Lori to research costs related to fundraiser.	3/1/17: see Lori's email for detailed breakdown
<i>iv. Unbudgeted charges in Worship- acct 6490 (see page 5: clergy part time help, not budgeted for)</i>	Al: Lori to research what this is/was. Possibly for extra clergy help during the parish anniversary mass	Lori's 3/1/17 email confirmed this was for clergy help at the parish anniversary mass
<i>c Highlights of Profit &amp; Loss and Balance Sheet</i>		
<i>d Highlights of AoD Loan Deposit Statement</i>		
<i>e Highlights of Bank Reconciliation</i>		
<b>7 Facilities Manager Report</b>	Bill Scally	
<b>8 Committee Reports</b>		
<i>a Human Resources</i>	Chair open	
<i>b Audit: Report on Parish Access Audit &amp; Control Process</i> <i>i. Spring audit anticipated</i> <i>ii. Asset listing to be updated prior to audit</i>	Betty Buzynski	
<i>c Budget</i> <i>Lori &amp; Lily are meeting Feb 28 for new budget planning</i>	Lily Anne Lacap	
<i>d Building and Grounds</i> <i>i. Jim presented Facilities project plan draft</i> <i>ii. Bob suggested a prioritized project list be prepared for next Parish &amp; Finance Council reviews</i> <i>iii. Suggestion made to hold off on parking lot re-paving, until we know more about the upcoming construction directly north of the church</i>	Jim Blaisdell Al: Bill & Jim present prioritized list, with project details, at next Finance Council	
<i>e Tithing</i> <i>Next meeting is March 6</i>	Lori Rafferty	
<i>f Faith Formation Fund</i> <i>i. Next meeting to be held May (applications due April 15)</i>	Betty Buzynski	
<b>9 Pastoral Council report, Chair</b> Suggestion program in place, received about 18 so far; 2 to be implemented soon. <i>a</i> <i>i. Recycling program via the parish kitchen.</i> <i>ii. Encouraging parishoners to stay for the entire mass via a reminder projected near end of mass</i>	Bob Pazdzierz	
<b>10 Open Forum</b> <b>NONE</b>	All	
<b>11 Father Larry's remarks</b> <i>"Onward to the Kingdom" mass at our parish, 7:00pm March 21</i> <i>b Vicariate confessions- 1:00pm April 8</i>	Father Larry Kickoff concert at St Lawrence, 7:00pm March 19. See our church bulletin for details.	
<b>12 Closing Prayer</b>	Father Larry	8:32 pm
<b>13 Next meeting: 7pm Thursday, March 16, 2017</b>		