

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

June 13, 2017

**Attendees:**

x	Father Larry Zurawski
x	Dave Basirico
x	Lily Anne Lacap
x	Lori Rafferty
x	Roger Stanek
	Anita Garr

x	Betty Buzynski
x	Mary Lee Killoran
x	Bill Scally
x	Bob Pazdzierz
x	Randy Berd
	Jim Blaisdell

	Agenda Topic Description	Lead	Time
1	Opening Prayer	Father Larry	7:00 P.M.
2	Austin Catholic Academy <i>Austin Principal and Father Sutherland discussed Austin's progress in attendance, mission, 54K square foot building purchase, and requested St. Therese fulfill the remaining ~\$425K financial commitment (\$1 million total committed). FC agreed to fulfil remaining commitment and will investigate <b>three funding options:</b></i> <b>1. Faith Formation:</b> Lori and Faith Formation Committee will develop by-law language amendment and seek concurrence from AOD and FC. <b>2. Stewardship:</b> Randy Berd will discuss and seek approval of special February envelope with Stewardship Commission. <b>3. Tithing committee:</b> Committed to including Austin in Annual tithing budget. Father Larry presented Austin with a \$10K check as first Tithing committee donation.	TBD	
3	5/9/17 meeting minutes <i>Prior meeting minutes approved</i>	Dave Basirico Dave moved, Betty 2nd	
4	<i>Formation Reading</i> <i>Brenda Manzo to select two books centered around evangelization for 2017-2018</i>	Dave Basirico	
5	July 2017 - June 2018 Membership terms	Dave Basirico	
6	Acts of Greater Importance (\$10K to \$100K) <i>None</i>	Lori Rafferty	
7	Acts of Extraordinary Administration (over \$100k) <i>None</i>	Lori Rafferty	
8	Business Manager Report	Lori Rafferty	
a	Budget vs. Actual <i>i. ME April 2017 YTD Actual net income was \$133K positive</i> <i>ii. YTD B/(W) Budget: \$127K Net Income better than budget. \$130K operating income partially offset by \$(3) worse total operating expenses (reflecting \$(27)K worse Church operating exp. partially offset by \$24K better Religious Ed. Exp.)</i>		
b	Weekly Contributions Comparisons <i>i. YTD accumulation B/(W) Prior Year: \$64 better</i> <i>ii. Weekly B/(W) Prior Year: \$(5,721) worse</i>		
c	Accounts Payable Aging Summary		
d	Statement of Cash Flows		
e	Highlights of AoD Loan Deposit Statement		
f	Highlights of Bank Reconciliation		
9	Facilities Manager Report	Bill Scally	
a	Facilities report out (Bathroom renovation update)		
b	5-year work plan <i>North &amp; South driveway capping to begin July 8 and should take 1 week to complete</i>		
10	Committee reports		
a	Human Resources	Kathy Fields	
b	Audit: Report on Parish Access Audit & Control Process	Betty Buzynski	
c	Budget	Lily Anne Lacap	
d	Building and Grounds	Jim Blaisdell	
e	Tithing	Lori Rafferty	
f	Faith Formation Fund	Betty Buzynski	
11	Pastoral Council report, Chair <i>i. Finance council approved funding beer/wine license for 8/11 &amp; 8/12 Summer Parish Event</i> <i>ii. Bob Paz will send out the God Squad article to all finance members</i>	Bob Paz	
12	Open Forum	All	7:30 P.M.
13	Father Larry's remarks	Father Larry	8:25 P.M.
14	<b>Next meeting: 7pm Tuesday, September 19, 2017</b>	Dave Basirico	8:30 P.M.

**Note: Moving to third Tuesday's**