

## **Fiscal Year July 2009 – June 2010**

### **Immaculate Conception Parish Finance Council** **Minutes – January 28, 2010**

#### **Members Present:**

Father John McGee	Charlie DaVolio	Jason McLeod
Pete D’Onofrio	Ed Kaczynski	Jim Connors
Jim Martin		

#### **Members Absent/Excused:** Amy Bagnell

1. The meeting was opened at 7:00 PM with a prayer.
2. It was noted that Rick Wilkins had resigned from the Council for personal reasons. We appreciate his past service to the Council.
3. The meeting minutes from October 29, 2009 were reviewed. A motion to approve the minutes was made by Pete D’Onofrio and seconded by Ed Kaczynski. The motion was approved.
4. Charlie DaVolio reviewed the financial statements and reports for the second quarter of the current fiscal year. There has been no significant change in the number of registered households during the past quarter. Receipts from the 1<sup>st</sup> Offertory collection, for the first half of our current fiscal year, were under budget \$6,596 and under the prior year \$7,446. Good financial management has kept Operating Expenses under budget as well. The loan balance was \$741,410 as of December 31, 2009. Father John reported that a number of parishioners had come forward with specific donations which have allowed us to make improvements around the church, provided upgrades to computers and provided funds to assist the needy. These special gifts allow us to do many things without impacting the budget.  
  
A motion to accept the financial reports and the quarterly report to be submitted to the Diocese was made by Ed Kaczynski and seconded by Pete D’Onofrio. The motion was approved.
5. Charlie DaVolio reported that the process for developing the budget for fiscal year 2010 – 2011 has begun. The following is the schedule for completion of the next budget.  
  
Budget requests to Commission Chairpersons by February 9; to the Business Manager by February 22; to the Pastor for review by March 8; to the Finance Council by April 29; to the Pastoral council by May 1. Final approval of the budget will be by May 28.
6. Jason McLeod discussed the need for the Council to recruit new members. Two current members’ terms expire on June 30, 2010. It was agreed that all Council members would try to identify candidates and provide this information to Jason by the end of February.
7. There was a general discussion of the Electronic Funds Transfer (EFT) program and the Council’s desire to expand the use of this program to promote consistent giving to the parish. Consistent giving would also assist in the development of future budgets. Currently 69 households are using this program. It was agreed that a more focused marketing program is needed and Charlie DaVolio provided the Council with marketing materials recommended by VANCO, our EFT service company. Additional discussions about this subject will follow.
8. The next meeting of the Parish Finance council will be on April 29, 2010 at 7:00 PM.
9. The meeting was concluded with a prayer at 8:50 PM.

Respectfully submitted,

Jim Martin