

**Parish Finance Council Meeting Agenda**

**Date:** May 13, 2010  
Formation Center

**Location:** De Sales Faith

**Start Time:** 7:00PM to 8:30PM

**Chair:** Amy Craig

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**Purpose of Meeting:**

1. Approve Budget for Fiscal Year 2010/2011 to be submitted to Diocese
2. Parish Budget Presentation
  - a. What information/data/statistics need to be presented (balanced budget?)
  - b. How does information need to be presented
    - i. PowerPoint slides
    - ii. Handouts
    - iii. Graphs/charts
    - iv. Printed in bulletin
  - c. Who will present information
  - d. When will information be presented
    - i. June 5/6Weekend
    - ii. June 12/13Weekend

<b>Item</b>	<b>Agenda</b>	<b>Responsibility</b>	<b>Discuss/Resolve</b>	<b>Time</b>
1.	Opening Prayer	All		7:00 PM / 5 minutes
2.	Budget FY10/11	Charlie	Approve	7:05 PM / 30 minutes
3.	Parish Budget Presentation	Charlie	Discuss/Resolve	7:35 PM / 40 minutes
4.	<u>Dates:</u> Final Approval Q4 FY09/10 Review	May 13 July 27 7:00 PM	Inform	8:15 PM
5.	What worked well, What didn't work well, What should we do differently		Discuss	8:20 PM
6.	Closing Prayer			8:25 PM

Immaculate Conception Catholic Church

Parish Finance Council Meeting Minutes

May 13, 2010

In attendance:

Father John McGee  
Pete D'Onofrio

Charlie DaVolio  
Ed Kaczynski

Amy Bagnell  
Jim Martin

Excused:

Jim Connors

1. The meeting was opened at 7:00 PM with a prayer.
2. The minutes of the meeting of April 29, 2010 were reviewed and accepted with one minor revision being incorporated to clarify comments concerning the EFT program.
3. Charlie DaVolio presented a proposed final budget plan for fiscal year 2010/2011. A balance budget is required by the diocese. Adjustments were made to the proposed budget from April 29, 2010 to achieve this goal. Offertory expectations were increased and several expense categories were reduced to achieve a balanced position. All contingency funds were removed from the budget.

It was noted that about 750 households of the 1,050 registered households make verifiable contributions to the offertory. To achieve the required balanced budget and to maintain existing parish programs and services, an increase in the offertory of \$5.00 per month is needed from all participating households.

A motion to accept the proposed budget and to submit this plan to the diocese was made by Jim Martin and seconded by Pete D'Onofrio. The motion was approved.

4. The Council then discussed a plan for presenting this need for additional offertory to the parish. It was agreed that a presentation would be made on the weekend of June 12 and 13, 2010. The presentation would be given by Father John and Charlie DaVolio.

The Council agreed to meet on June 6, 2010 to review the final presentation.

5. The next meeting of the Parish Finance Council will be on July 27, 2010 at 7:00 PM.
6. It was agreed that the purpose or goal for each agenda item will be clearly stated for future meetings.
7. The meeting was concluded with a prayer at around 8:00 PM

Respectfully submitted,

Jim Martin