

St. Boniface Catholic Church

1952 GA Hwy 21 S. Springfield, GA 31329-5207

Office: [912] 754-7473

st.boniface@sbcatholic.com

Fax: [912] 754-1201

Minutes for Jan 14, 2016 Financial Council Meeting

Opening Prayer:

Roll call/attendees:

Name:	Present	Absent
Jack Cook-Chairperson FC	x	
Denise Curtis, Member FC	x	
Carol Galasco-Member FC		x
Barbara Lafond-Member FC		x
Marian Larson-Secretary FC	x	
Polo Rodriguez, Member FC	x	
Fr Martino Thong Nguyen- Ex-Officio Member		x
Joe Bahm – Chairperson- Parish Council- Ex-Officio	x	

Opening Prayer: 7:01pm

Old business:

- a. The SBCC Fin Status Report for November has been submitted to the Diocese.
- b. Denise and Polo begin their first term as members of the Financial Council with this meeting.

New business:

- a. The SBCC Fin Status Report for December is currently under review. Need feedback/inputs
- b. FC member assignments: Marian and Barbara are assigned Page 2 Revenues of the Dio Report, Denise and Carol are assigned Lines 1 – 37 on page 3 Expenses of the Dio Report; and Paulo and Jack are assigned lines 38-59 on page 3 Expenses of the Dio Report. All member should look at pages 1 and 4. Reviews should include checking the Quick Book accounts in the General Ledger linked to each line of the Diocese Report along with the Profit and Loss report. Members should also check the YTD (Year to Date) column for their area of review to confirm the current month entry plus last months' YTD figure add correctly. Members should complete their review within three business days of the report being sent out and provide comments or negative reply to all. Members are reminded not to edit the Diocese report itself but rather send questions and details to Pattie, with copy to FC members, for her action.
- c. Mid-year review of our financial status; once the December report is finalized we need to review our status and prepare a report for the Pastor and Parish Council. Members need to specifically review there assigned areas. Data files have been distributed by Patti. Jack will provide file showing format for the report.
- d. Actual vs Budget Review for Quarter, we need to review % for 2015-2016. Jack needs information and comments for %'s over or under actual % or Budget. Respond to Jack by Friday, Jan 22.
- e. Other comments
 - a. We need to try and get new FC members who do not have full time jobs.

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f. Next meeting:

a. Next formal meeting 10 Mar 16, to position for the upcoming Budget

g. We should meet again in April. No date set yet.

Closing prayer: 7:55pm

Marian Larson, Secretary

Date Approved