

ST. BONIFACE CATHOLIC CHURCH PARISH FINANCE COMMITTEE

St. Boniface Church's Parish Finance Committee met on July 9, 2014 at 7:30pm in St. Boniface Hall's meeting room.

Committee Members

Present	Absent	
X		Jack Cook - President
	X	Barbara Lafond - Secretary
X		Marian Larson - Back Up Secretary
	X	Carol Galasco
X		Morgan McCumber
		Sandra Mackey

X		Fr. Martino Thong Nguyen
X		Pattie Liebl - Parish Secretary

Opening Prayer: 7:35 by Fr Martino

Old Business –

Confirmed that these minutes were previously approved and signed and copy placed in file.

New Business –

- a. Welcome Fr. Martino.
- b. Introduction of committee members.
- c. Fr Martino commented on his previous experiences. He offered that monthly meetings are not a must if we can function using electronic means. He was told we generally meet every other month however, this year plan is to meet during the first month of each quarter as a minimum so we can review budget versus actual status at the end of each quarter. Additional meetings will be scheduled as needed.
- d. New start time for meetings will be 7:00 pm
- e. Fr Martino will check will Diocese/Bishop regarding our building fund income being placed in Non-Assessed Income versus current status under Assessed Income. He provided some back-ground on how he has seen this work in other places.
- f. Sandra Mackey relocated .... She needs to be replaced. Fr. Martino needs suggestions on who to invite to join.
- g. It is no longer necessary for Fr. Martino to preapprove committee or office expenditures. As long as a committee is within budget, pre-approval of expenditures will not be required. He will review invoices as he sign's the payment checks. Anyone (committee) over budget must get pre-approval before being allowed to make a purchase. Patti can be contacted if there is any question with regard to status of committee available balance for purchases.
- h. Discussed Quick Books and year end. After discussion agreed that we should not close out Quick Books @ year end. Leave all outstanding (not cleared) checks in Quick Books.
- i. Fr. Martino offered that he would like to use his Credit Card for various purchases and submit an expense report with receipts attached to Patti on a monthly basis for reimbursement rather than using church debit card. No objections.
- j. Fr Martino would like some input on Actual vs Budget for the recently concluded fiscal year so parishioners can be informed and thanked.
- k. Fr. Martino would like the Parish Council President to attend the Finance Committee meetings.
- l. There is not a special format for the end of year report to Diocese. Our report for period ending 30 June will suffice. Any member with comments or questions about the report should get them to Patti and Committee members within the next two days.
- m. Our next meeting will be on August 13, 2014 at 7:00PM. This is so we can see the new format and get off on the right foot.

Closing Prayer: 8:45pm

Marian Larson  
Marian Larson for Barbara Lafond, Secretary

July 15, 2014  
Date Approved