

**St. Mary – Holy Cross Parish Finance Council**  
Minutes of Meeting – November 15, 2011

**Present:** Joe Dunham, Lori Dunham, Matt Klein, Shaun Magill, Anne Davis, Bob Reid, and Peter Relyea (Parish Bookkeeper)

**Absent:** Susan Genalo, Fr. Dan Krettek

**Guests:** Lori McQuiston (representing the Pastoral Council) and Christine Rice

**Opening**

The Lord's Prayer and Introductions

**Security Ministry**

Christine Rice presented information regarding Loss Prevention at the Parish. Christine is working on a Church Management degree from Villanova University and wanted to share her information. Security Ministry would seek to control the security and maintenance of buildings, safety of parishioners, guests, staff, children, assets (both financial and non-financial), transportation, and loss prevention in the case of emergencies. The Security Ministry group would consist of 3-8 people with medical, police, fire, and insurance backgrounds that would do a quarterly assessment of the properties and make suggestions for loss control. Burglary and internal thefts are the largest crimes against churches. Christine provided handouts on Steps to Make a Safer Church, Threat Assessment Guide for Churches, and suggested online training through Catholic Mutual Group.

**Approval of Prior Meeting Minutes – October 18, 2011**

The October meeting minutes were approved as presented. Motion: Matt Klein, Second: Shaun Magill. Ayes: 6, Nays: 0. Motion passed.

**Presentation of October Financial Reports**

Peter Relyea presented the October financial reports. Sunday plate collections are somewhat over budget. Youth ministry fundraising money was moved to funds held for others. Shaun Magill will follow up with the Diocese on the journal entry. Motion made by Bob Reid, second by Shaun Magill, to approve the October Financial Statements.

**Pastoral Council**

Lori McQuiston presented information on the Pastoral Council strategy session with Fr. Fitzgerald from Sts. John and Paul Parish on October 29. She said the session help to make clearer the mission of the Pastoral Council which includes keeping the doors of the church open and in compliance with the Diocese. The Council is working on the identity of the Parish and the mission statement with 3-4 priorities. Bob Reid attended the November meeting. It was decided to skip the December meeting and Matt and Shaun would attend January and February meetings.

**Faith to Finish**

A large payment was received in October. The number of delinquencies increased from 22 to 25.

**Other Business**

- Matt Klein and family prepared a meal in November for St. Joseph's Emergency Shelter. Thank you, Matt.
- Bob Reid said that a refrigerator in the kitchen failed and soup spoiled for the Youth Soup, Salad and Sundaes. He will look into the cost of a recycled refrigerator.
- Anne Davis sent a reminder to Fr. Dan on the job responsibilities.
- Bank reconciliation assignments – September-Bob Reid; October-Matt Klein; November-Joe Dunham; December-Lori Dunham

The meeting was closed with Hail Mary and Glory Be to the Father prayers.

**Next Meeting** – Tuesday, December 20, at 7:00 p.m.

Meeting minutes prepared by Lori Dunham