

## **St Mary – Holy Cross Parish Finance Council**

Minutes of Meeting – May 18, 2010

**Present:** Michael Cruise, Lisa Schoening, Joe Dunham, Lori Dunham, Bob Reid, Peter Relyea (Parish Bookkeeper) and Susan Genalo

**Absent:** Fr. Krettek, Anne Davis

### **Opening**

Meeting was opened with an Our Father prayer.

### **Approval of Prior Meeting Minutes**

April meeting minutes were approved 5-0 with no discussion. Motion: Joe, Second: Lori.

### **Monthly Budget**

Discussion on the FY 2010-2011 was postponed and will be put on the June agenda.

It was motioned that a journal entry be made to record a receivable and a payable for the amount that is due to the general fund from the Faith to Finish campaign fund. It was approved 5-0. Motioned: Joe, second: Susan.

A summarized version of the income statement will be added to the monthly financial statements that are distributed.

### **Debt Elimination Committee/Faith to Finish Campaign**

The payment to bring the original capital campaign needs to be calculated by the K of C so that it can be closed and refinanced as the Faith to Finish.

Looking at CD rates for the cash on deposit for the FTF was offered as a way to earn some interest on that cash.

The council asked for a monthly report matching the pledges to receipts for the FTF. That is expected to begin in the June meeting.

### **Annual Diocesan Appeal**

Susan agreed to complete the draft letter to remind those that still owe on their 2009 ADA pledges.

It was mentioned that the list of 2010 donors be put in the bulletin to encourage those that have not pledged. Mike will send a note to Fr. Krettek with this idea.

### **Other Business:**

Susan reminded us that job descriptions for all church staff need to be completed. This will help distinguish duties between the positions. This will be on the June agenda.

Susan was to investigate purchasing a safe for the church office. Electronic storage for documents was also mentioned.

**Closing**

Closed with a Hail Mary prayer.

**Adjournment**

**Next Meeting** – Tuesday, June 15th at 7:00 PM

Meeting minutes prepared by Mike Cruise