

## COMBINED MEETING OF THE FINANCE COMMITTEE AND PARISH COUNCIL

On August 13, 2008, Deacon Ed Burgin scheduled a meeting of both the Finance Committee and the Church Council. The 13<sup>th</sup> had been scheduled for just a Council meeting; however Deacon Ed wanted a social gathering of both committees to meet Father Tom Dekaa and acquaint him with the workings of both committees and to serve refreshments. The Finance Committee was to meet at 6:30 P.M. and the Council Meeting to begin at 7 P.M. Present at this meeting: Father Tom Dekaa, Deacon Ed Burgin, Ruth Craig, Secretary for both Committees; Jan Parson, Finance ;Richard Falkenberg, Finance; Bill Armstrong, Finance; Jim Bridges, Council; Fran Muggli, Council; Mary Fitzpatrick, Council; Bobbie Simone, Finance; Robert Closs, Council; Fran Doering, Finance; and Jim Carroll, Finance and Council. Absent: John Schreur and Dawn Markley.

Deacon Ed was waiting for a letter from the Diocese which had not come at the time of the meeting. He also wanted to present a financial report but because of the campaign, Our Faith, Our Hope and Our Future, Joe Motola, Finance Manager, was still putting it together. Deacon Ed mentioned that it was a difficult time in the Parish with Father Bill Gyure out ill. Deacon Ed is the Parish Administrator. He wanted the financial report because, as he said, it was important for the Parish to stay within our budget. He said he needed to know how to access the financial reports on the computer. Fr. Tom said it would be best to wait until Joe could attend the Finance Committee meeting. Ruth mentioned that the last Finance Committee minutes and the Council Minutes needed to be approved. Jan Parsons said it would be best to wait for a formal meeting when Joe was in attendance and Richard seconded that; however, I don't believe it was in the form of a motion to be voted on.

One of the important items was the handling of the envelope contributions on the weekend. It has been handled this way: At each Mass, a Eucharistic Minister would take the money from the Altar back to the Sacristy where it would be put in blue bags. At one time those bags would then be locked with the key already placed in them and the key would be dropped into a box on the Sacristy wall and taken over to the office. An office key was on one of the cupboard shelves. The money bags were laid on top of the safe. Fran said lately, the keys were not in the bags and they were not locked just zipped shut. Deacon Ed said this was a careless way to handle the money and a discussion began on who should and would be at the Mass to open and close the safe. After much discussion, it was decided that the three Deacons would be provided with the safe combination and open and close the safe after the money was put in. If necessary, the combination could be changed.

The Finance Committee meeting was closed and the Council meeting opened. Father Tom said he would like to separate the office from the rectory and suggested that a doorbell be placed on the door of the screened-in porch with a different ring and new signs be put up designating the office and the rectory. The Council found no problem with that. Deacon Ed gave a little background on Father Tom, who is our Sacramental Minister, which proved very interesting. Father Tom is from Nigeria and has spent 22 years as a Pastor in Nigeria.

Deacon Ed then said he knew of one item in the Bishop's letter: That Father Bill would be living with Joe and Melissa Motola when he was released from the therapy center until such time that he could resume his Pastoral duties.

At this point, Deacon Ed said we could stop taking minutes and we all broke for refreshments.

Respectfully submitted,

A handwritten signature in cursive script that reads "Ruth Craig". The signature is written in black ink and is positioned above the printed name.

Ruth Craig, Secretary