

# **Our Lady of Victory Catholic Church**

## **Parish Finance Council Meeting Minutes**

November 13, 2007

Meeting called to order at 11:00, with Father John Cayer offering an opening blessing

Members Present: Harry LeBoeuf, Frank McCarthy, and Elaine Stockton

Father Cayer led a discussion on the Norms for Parish Finance Councils handout:

- The council membership should have 3 or more members appointed by the pastor
- They should serve from 1 to 3 years
- The membership should be published to the entire parish
- There also needs to be a complete inventory of all parish assets
- Questions and discussion by the committee members followed with all required actions in process

The "Draft" version of the Financial Process Review and Risk Assessment (Financial Audit Findings) was handed out and discussed. All finance council members are to report back on their comments.

Concerning the parish envelopes, the decision was made to mail them out quarterly to all registered members of the parish, and to continue as long as we have correct addresses or until the parish member requests not to be included. Special collection envelopes would be available in the bulletin the week prior, and available in church for all masses the week of the collection.

The lawn mover was purchased for \$7078.00 and is currently in use.

The current building expense was handed out to members for their oversight and review. Discussion followed and the council approved.

Concerning the CSA vs. Stewardship, the decision was made to continue to conduct the CSA at least this year to reduce the number of changes the parish is already going through, and to look at the possibility of converting to a Stewardship program at a later date.

Elaine handed out and explained the Balance Sheet and expenses to date. Discussion followed and the council approved.

Father Cayer handed out the 2007 Employee Wage Report for information and discussion. The concern was voiced as to the adequacy of the current compensation. Additional information was requested, so this was tabled until the next meeting.

The next meeting will be on January 8, 2008 at 11:00

Father Cayer offered the closing blessing, and the meeting was adjourned at 12:35

Harry E. LeBoeuf, Jr.  
Finance Committee Member