

## **Minutes of the regular monthly meeting of the Saint Cecilia Parish Finance Committee**

Date: February 5, 2005

Location: Saint Francis Room

Members Present: Joel Thilges, John Nelson, Father Terry and Randy Dalhoff (chairperson)

Meeting started at 7:10pm

John reviewed the bank statements for January.

January minutes approved.

We should plan for an internal audit sometime this summer. John and Joel will likely handle that with Arlene.

Explore a method of accounting for SCRIP money such that we can better track the actual expenses and generated income. Most likely setting up an operating account and an income account should work. This would essentially split the current SCRIP temporary restricted account into two accounts.

Arlene will need to check the discrepancy in the 530050.4 Repair/Maintenance – Equipment line since it shows a large credit in the expense line.

One tuition assistance form was approved for the full asking amount.

Mileage reimbursement for parish travel should match the IRS published standard mileage rate. Motion made, seconded and passed.

School budgeting was discussed, but without a preliminary copy, nothing could be done. It is the hope that draft versions of the school budget could be emailed to the committee members very soon so that they could be perused well before the March finance meeting.

Meeting adjourned at 7:55pm

Submitted by Randy Dalhoff