

St. Cecilia Parish – Finance Council Meeting Minutes for Tuesday October 10th, 2011

In Attendance:

John Nelson – President

Mark Hanson - Secretary

Janet Kazwell – Finance Council member

Sly Upah – Pastoral Council Rep

Char Van Kerckvoorde – Parish Business Mgr

Meeting called to order at 7pm

Opening prayer lead by John Nelson

Minutes from September meeting were approved

Old Business:

- Remodeling of offices is basically done per a report from Char. So far the remodel is under budget.
- Jewell facility: dates were determined for people to go with Fr Jim Secora to negotiate a final sale price.
- Long range planning committee is still being put together and volunteers are needed. Fr Jim Secora is in charge.
- Char said some Sun Room remodel is completed and the remaining is being re-evaluated.
- Tuition assistance final policy was tabled.

New Business:

- Reflective sun screening for some windows in the church and worship space were approved.
- Audit was performed by John Nelson and Janet Kazwell along with Char.
 - Char will update the money counting process procedure.
 - recommendations from the audit will be implemented

Reports:

- Financial: Review format of reports that the business office will present monthly to the finance commission
- Facilities: Backflow preventer being installed on sanitary line. Lighting study being done for south parking lot.
- Long Range Vision: No report
- Planned Giving: No report. Committee needs to become active again, John Nelson will talk with Frank Oppold.
- Technology: Committee being formed to develop short/long term goals and to have all Parish tech be coordinated

Closing prayer by John Nelson

Adjourned at approx. 8:15