

## St. Jerome Finance Committee Meeting Minutes for Tuesday July 17, 2007

**Members Present** – Father David, Judd Mellott, Joe Mastrianna, Bill Groener, Angela Carey, John Kuczo, Dom Vento, Jerry Holdridge, and Skip Vincent

Fr. David conducted an opening prayer.

### **NEW CHAIRPERSON**

Judd is taking over as Pastoral Council Chairperson in September. He nominated Bob Olson as his replacement as Chairperson on the finance committee, and asked for other nominations. No other names were put forward. Bob was elected unanimously.

### **AUDIT**

Our Diocesan audit commenced on July 2<sup>nd</sup>. Data from the G/L, A/R, A/P P&L and summary were requested to be made available and were picked-up on 7/16. The auditor will review this information and come back at a later date to check deposits and other items. The cost to the parish will be \$6,250. The committee was in agreement that while the cost is quite high there wasn't anything we could do about it. It was decided that a meeting to review the outcome of the audit should be held after its conclusion. The meeting will include the Chairs of Finance and Pastoral Council as well as the Parish Trustees and Fr. Dave.

### **CENTRALIZED ACCOUNTING**

Fr. Dave and Phil Florio went to train on the new centralized QuickBooks. The new Chart of Accounts will be much more specific. The Diocese will do the entire payroll including tax prep and filing. Bill asked if the new system would be password protected and user logged, but Fr. Dave was not sure.

### **DOWNSTAIRS SPACE**

Fr. Dave got the committee up to date on the decision not to move the 10:30 Mass to free up the downstairs space for other events. John reported that he has had conversations with Norwalk Awning regarding the possibility of installing a semi-permanent tent outside the youth room. While new, permanent tents can cost upwards of \$100,000 Norwalk Awning has a used 20' x 20' tent that they sell to us for \$5,000. Some things to consider are the impact to the trash bin locations and the impact to Busy Bodies. Jerry motioned and it was passed that if the concerns can be addressed the finance committee authorizes the expenditure. Even though there is currently a Diocese wide moratorium on new construction, Judd stated that in his new capacity as Pastoral Council Chairperson the question of space and possible expansion will be discussed and moved as far forward as possible so that when the moratorium is lifted we will be ready to move ahead. He also committed to the finance committee that any subcommittee created for this purpose would include representation from the finance committee.

### **FAITH DIRECT**

Judd reported that Faith Direct participation had gone flat over the last couple of months. Fr. Dave agreed to write a letter to further promote the program. Jerry suggested the letter include a note to remind people that it can be used just for special collections.

### **RAFFLE**

The committee again gave its heart felt thanks to John and Jim for all the hard work and wonderful results regarding the raffle.

### **CHURCH LIGHTING**

So far we have 2 quotes for the lighting in the church. They are both between \$19-\$20K. We are waiting for 2 more quotes to come in.

### **FINANCIAL REVIEW**

Unfortunately we ran out of time before getting to the financials. A subsequent meeting will be held, sometime before the end of September, to discuss the financials.

The next meeting has yet to be scheduled.