

# Holy Family Catholic Church – Lindale, Texas

## Parish Finance Council

September 20, 2016 Meeting – Report to Parish

<b>Members Present</b>	<b>Members Absent</b>
Fr. Lawrence	Evelyn Godines
David Brown	Leah Scirto
Sharon Forsyth	
Vincent Haby	
Angel Medrano	
Michael Devault	

The meeting was called to order at 6:00 pm. After an opening prayer offered by Fr. Lawrence, the following agenda items were discussed.

- Transfer of funds from the parish operating account to interest-bearing accounts maintained for our benefit by the diocese.
- Procedures have been established for reconciliation of bank statements and IRS reports.
- Resolution of issues regarding filing of IRS reports in prior tax years.
- Resignation of a current Finance Council member and potential replacement.
- Current Profit and Loss statement and Balance Sheet. No extraordinary items needed special attention.
- Income received on the sale of old contents of the Family Life Center and Annex
- Parish employee payroll management is being assumed by the diocese effective January 1, 2017. Concurrently, new diocesan administrative changes pertaining to parish employees will be implemented.
- New instructions and guidelines are soon to be implemented by the diocese concerning the handling of parish collections during Mass. This may result in a modification in the manner by which collections are counted and reported.
- Insurance coverage on the various parish properties. A review will be conducted and a report will be given at the next meeting.
- Updates from the last meeting of the Pastoral Council were provided. Each of the advisory bodies (Pastoral Council, Finance Council and Building Committee) will share minutes of their respective meetings in order to communicate their respective discussions and decisions.
- The parish budget for 2017 is to be submitted to the diocese by November 30. Using the model format provided by the diocese, a draft budget will be prepared and discussed at the next meeting. Other parish councils, committees and groups will have to provide additional information in order to prepare a final budget.
- Reporting of Finance Council activities to the parish was discussed. Summaries of each meeting will be published on the parish website. Additional specific financial information will be added in the near future. Other parish advisory bodies will be encouraged to do the same.
- The possible use of portable buildings for CCD and other groups until permanent meeting facilities are available. Preliminary information will be gathered for consideration by the Pastoral Council.

The next meeting is scheduled for Tuesday, October 18, 2016 at 6:00 pm.

The meeting adjourned at 7:48 pm, after a closing prayer was offered by Fr. Lawrence.