

Holy Family Catholic Church – Lindale, Texas

Parish Finance Council

May 16, 2017 Meeting – Report to Parish

Members Present

Fr. Lawrence
Jack Ammon
David Brown
Sharon Forsyth
Vincent Haby
Michael Devault

Members Absent

Deacon Dennis King
Angel Medrano

The meeting was called to order at 6:32 pm. After an opening prayer offered by Fr. Lawrence, the following agenda items were discussed.

1. The minutes of the April 25, 2017 meeting were reviewed and accepted as written.
2. The following items of old business were discussed:
 - a. The matter of penalties and interest on Forms 941 was briefly discussed. We are still awaiting a response from the IRS. We anticipate their response in July.
 - b. The diocese has added the P/MAP account resulting from the sale of the downtown property to Quick Books, so it now shows on our financial statements.
 - c. The amount of coverage on our property insurance, specifically the rectory, was discussed.
 - d. The corrected list for 2018 collection envelopes has been sent to be printed. During 2018, there will be only one second collection envelope per week.
 - e. A revision of the counting and reporting procedures was discussed and approved. New collection sheets have been developed and will be communicated to collection counters in an upcoming training meeting.
3. With no further old business items for discussion, the following items of new business were discussed.
 - a. The April profit and loss statement and balance sheet were reviewed and no anomalies were found.
 - b. The petty cash account was discussed and a reasonable limit was set regarding the amount to be maintained in the account.
 - c. Minutes from the last meeting of the Parish Council and Building Committee were reviewed.

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- d. A “core group” consisting of chair persons and secretaries of the Pastoral Council, Finance Council and Building Committee is being formed to work on the new building project in an effort to expedite the process.
 - e. The potential benefits of providing periodic financial reports to the parish was discussed.
 - f. A demonstration of the detailed calculation method of our 2016 parish assessment (cathedraticum) was provided.
 - g. During Fr. Lawrence’s absence next month, checks will be signed by the Dean of the West Central Deanery, who has check signing authority on the parish accounts.
 - h. The recently-held parish picnic was discussed. The overall opinion was that everyone enjoy themselves.
4. The next meeting of the Finance Council was set for Tuesday, July 18, 2017, at 6:30 pm.

With there being no further items for discussion, Fr. Lawrence offered a closing prayer before the meeting adjourned at 7:57 pm.