

St. Barbara's Parish
Meeting of the
Parish Finance Council

September 11, 2017

A meeting of the Parish Finance Council (the "Council") of St. Barbara's Parish ("the Parish") was held on Monday, September 11, 2017, at the Parish Rectory in Woburn, Massachusetts, pursuant to notice duly given.

Present were Father Thomas Powers, Al Autenzio, Mary Ann Chorlton, Navin Mascarenhas, David McLean, and Nicole Wilson, thus constituted a quorum.

Fr. Powers presided at the meeting and Ms. Wilson served as Vice Chair and recorded the minutes.

Fr. Powers opened the meeting with prayer and welcomed the Council's newest member, Navin Mascarenhas. He then noted that the first item on the agenda was the approval of the minutes from the Finance Council meeting held on June 11, 2017. He directed the Council's attention to the draft minutes provided for that purpose. After discussion and on motion duly made and seconded, it was unanimously

VOTED: That the minutes of the Finance Council meeting held on June 11, 2017, in the form presented to the Council, be and hereby are approved.

The second item on the agenda was an update on the upcoming Fall Festival. Mary Ann Chorlton reported out on the status noting that we were in line with last year's event.

Next was a discussion regarding the continuation of the 1000 Club, the record keeping process, and the value to the Parish and Parishioners.

VOTED: That the continuation of the 1000 Club was accepted and hereby approved.

The third item on the agenda was the review the Financial Reports Year to Date FY 2017. David McLean, Business Manager, presented the reports and walked the Council through the current position and year over year comparison. He then answered questions posed by Council members. A discussion ensued regarding the pantry and rectory supplies.

VOTED: That Mary Ann Chorlton would take on the responsibility of ordering pantry and rectory supplies, was accepted and hereby approved.

Fr. Power's and David McLean then led a discussion on the upcoming Parish Audit, scheduled for September 18, 2017.

The fourth item on the agenda addressed the Our Sunday Visitor Renewal Program scheduled for the weekend of October 1, 2017. The speakers for the weekend were selected and a discussion ensued regarding an Online Giving clinic to be scheduled at a later date.

The last item on the agenda was to discuss the status of upcoming projects: The Collaborative, Capital Fund Campaign, Church Signage, and Repaving the Parking Lot.

There being no further business to come before the Council, Fr. Powers closed the meeting with prayer.

VOTED: To adjourn.

ADJOURNED

A true record.



Rev. Thomas J. Powers
Administrator