

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

February 12, 2017

A meeting of the Parish Finance Council (the "Council") of St. Barbara's Parish ("the Parish") was held on Sunday, February 12, 2017, at the Parish Rectory in Woburn, Massachusetts, pursuant to notice duly given.

Present were Father Thomas Powers, Mary Ann Chorlton, David McLean, Jay Ward, 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. He then noted that the first item on the agenda was the approval of the minutes from the Finance Council meeting held on November 13, 2016. 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 notes of the Finance Council meeting held on November 13, 2016, in the form presented to the Council, be and hereby are approved.

The second 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.

The next item on the agenda was a discussion with regard to responsibilities of the Michelle Parks, part time Pastoral Assistant, Michelle Parks. It was noted that the training and scheduling of the Extraordinary Ministers of the Eucharist was underway.

The next item on the agenda addressed the renewal of the Our Sunday Visitor program for 2017. A discussion ensued regarding the cost of the renewal vs. the rate of return from the 2016 increased offertory program. It was acknowledge that the effort in 2017 was to support on-line giving.

**VOTED:** That the renewal of Our Sunday Visitor for 2017 was accepted by the council, and hereby approved.

The last item on the agenda was an update of the status of upcoming projects with a focus on the revision and renewal of the Colonial Cadillac Agreement, which was established in 2005, repaving and relining of the parking lot, and building maintenance.

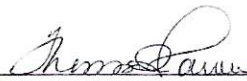
**VOTED:** That an increase in fee per car and a revised agreement was accepted by the council, and hereby approved.

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

**VOTED:** To adjourn.

**ADJOURNED**

A true record.

  
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Rev. Thomas J. Powers  
Administrator