

Minutes
St. Francis Xavier Church
Finance Council Meeting
November 17, 2009
7:35 P.M. Education Center

Present: Father David Hennen, Margery Duffey, Jim Bischoff, Tom Kuzma, Mary Duerr, Rock Bobick, Mary Jo Stubstad, Joe Coolen, Susan Kohls, and Casey Mattson of Johnson Mattson Peterson Matthias & Company.

Prayer: Susan Kohls opened the meeting with a prayer.

Approval of Minutes: Mary Duerr moved and Rock Bobick seconded the motion to approve the October 20, 2009 minutes.

Financial Reports / Budget: Casey Mattson of Johnson Mattson Peterson Matthias & Company was on hand to present the findings of the 2008-2009 Audit. The purpose of the audit is to look for any income or liability that may not be recorded. Casey reported they had performed a full audit of St. Francis Church and School records. They tested the controls in place and found them to be good. There was one recommendation and that was to have a member of the Finance Council review the list of bills paid. This could be done on a monthly basis at Finance Council meetings. Mary Duerr volunteered to review the payments.

The pledges receivable may change on the final report. Staff is in the process of reviewing the amount and estimating what might actually be collected.

Overall the records are accurate and have the checks and balances needed.

The auditors will prepare a letter with the audit findings that will be available for parishioners to review at the parish office.

Grant: Saint Francis Xavier has received a \$7,500 Grant from the Minneapolis Foundation. The Grant was recommended by Matt & Joan Tholkes with the proceeds allocated as follows:

- \$2,500.00 for Church Preservation Fund
- \$2,500.00 for Mortgage for Faith & Education Center
- \$2,500.00 for (5) \$500.00 Scholarships

Financial Reports in Bulletin: Following discussion it was decided to include additional financial detail for the church and school in the bulletin to enable parishioners to get a better picture of where we are at any point during the year. Upon motion by Mary Duerr and seconded by Mary Jo Stubstad revenue and expenditure updates will be included monthly.

Building & Grounds: The Building & Grounds Committee will be meeting Thursday, November 19th to discuss the priority list for maintenance and repair needs at the Church.

Capital Campaign: Father David reported the Capital Campaign is well underway. Packets will be going out this weekend with a requested commitment returned the weekend of December 5th & 6th.

Love, Inc.: Love, In the name of Christ, is currently looking for office space in Buffalo. The organization is a community outreach program specifically to help people in need in many different areas such as housing, clothing, furniture, etc. Buffalo will be the 142nd community to base the program and will be assisted by volunteers from churches in Buffalo, Hanover and Maple Lake. Father David would like to tithe 3% of plate collections for this program.

December Prayer: Tom Kuzma

Adjourn: A motion was made by Mary Jo Stubstad and seconded by Mary Duerr to adjourn the meeting.

Next Meeting: December 15, 2009 @ 7:35 p.m. – Finance Council pictorial directory picture will be taken.

Respectfully submitted,
Mary Jo Stubstad