

Our Lady of Peace Parish Finance Council Meeting – Wednesday January 11, 2017

ATTENDEES: Fr. Walter Dziordz, Mike Clark (chairman), Dave Bertram, Bill Lucas, Joe Phillips, Mike Murphy, Kellie Moore (Business Manager/Parish Administrator), Tony Wilkinson (OLOP school principal), Nicole Ward (OLOP school board president) – Attended school report only

AGENDA

- 1 – School principal report
- 2 – Sound system
- 3 – Parish staffing
- 4 – Parish credit card
- 5 – Sunday data analysis
- 6 – Online donation feature

The meeting opened with a prayer by Fr. Walter.

DISCUSSION

1- School principal report:

Employee child tuition benefit credit for 17/18 was approved as ½ tuition credit for one child of a full time employee and, ¼ tuition credit for one child of a part time employee.

The school technology plan is being finalized for inclusion in the 2017-18 budget.

A professional auctioneer will be hired for the March 3rd HSA fundraiser “A Night in Paradise”.

2 – Sound system: A letter requesting contributions to purchase a new sound system will be sent to all parishioners in late January. John Berardi will speak at masses to explain the need. If needed an allocation will be considered for the capital account in the 2017-18 fiscal year.

3 – Parish staffing: With the planned retirement of the parish's secretary at the end of June, the 2017-18 staffing levels are being reviewed.

4 – Parish credit card: Transactions were discussed for appropriate account assignment.

5 – Sunday data analysis: A data analysis was completed for 2012-2016. A steady decline in the weekly envelope count is leveling off. It has been decreasing at a little over 100 envelopes per year.

6 – Online donation feature: The ability to make weekly donations to the parish has been activated on the website. The online option will be launched official to the parish in February 2017 when all of the administrative requirements are implemented.

The next Finance Council meeting will be February 22, 2017 at 6:30 PM.

