

## Immaculate Conception Catholic Church Parish Finance Council Meeting Agenda

**Vision Statement:** *Immaculate Conception will be the vibrant expression of the presence of the Risen Christ in sacred worship and through loving service.*

**Mission Statement:** *We live Jesus Christ by proclaiming the Gospel, by celebrating the Eucharist, by nourishing our faith, and by loving and serving all God's people.*

**Strengths:**

1. Long-term debt eliminated.
2. Savings increased.
3. Physical plant upgrades (roof, lights, etc.)

**Growth:**

1. Coordination with Parish's long-term goals.
2. Increase tithing.
3. Increase stewardship.

**Date:** Tuesday, January 30, 2018

**Time:** 6:30 PM – 8:00 PM

**Location:** Main Building Conference Room

**Desired Outcomes:**

1. Review Action Items from prior PFC meeting.
2. Seek approval of minutes from prior PFC meeting.
3. Seek approval of financial reports for quarter 1 of fiscal year 2017~2018.
4. Resolve availability for various meetings.

	What	How	Who	When
1	Start Up	1. Opening Prayer 2. Agree to Desired Outcomes	PFC	6:30 PM 5 min
2	Action Items from PFC Meeting 10/26/17	1. Review Action Items from prior mtg	PFC	6:35 PM 5 min
3	Minutes from 10/26/17 PFC meeting	1. Review minutes from prior PFC mtg 2. Seek suggested changes/updates 3. Seek questions for clarity 4. Seek approval to publish	PFC	6:40 PM 5 min
4	FY 2017/2018 Qtr2	1. Share information 2. Seek questions for clarity 3. Seek approval 4. Sign Diocesan letter	Charlie	6:45 PM 15 min
5	Balance Sheet/ Savings Accounts	1. Share information 2. Seek questions for clarity	Charlie	7:00 PM 15 min
6	Equipment Audit	1. Share information 2. Seek questions for clarity	John	7:15 PM 15 min
7	Wrap Up	1. New items from floor 2. Action Item List 3. Future Agenda Items 4. Group Check/Debrief 5. Closing Prayer	PFC	7:30 PM 10 min

## Immaculate Conception Catholic Church Parish Finance Council Schedule/Dates

### Attachments:

- Prayers
- PFC meeting minutes 10/26/17
- Financial report
- Detailed statement
- Diocese report

### Parish Finance Council (PFC) Meetings:

- Thursday October 26, 2017 6:30pm~8:00pm
- Tuesday January 30, 2018 6:30pm~8:00pm
- Thursday April 26, 2018 6:30pm~8:00pm
- Thursday July 26, 2018 6:30pm~8:00pm

### Parish Pastoral Council (PPC) Meetings:

- Saturday July 8, 2017 8:30am~12:30pm
- Saturday September 16, 2017 8:30am~12:30pm
- Saturday November 11, 2017 8:30am~12:30pm
- Saturday February 10, 2018 8:30am~12:30pm
- Saturday May 12, 2018 8:30am~12:30pm

### Parish Leadership Meeting:

- Saturday January 27, 2018 8:00am~2:00pm All

### Welcome/Orientation/Registrations:

- Saturday August 5, 2017 8:30am~11:00am
- Saturday September 9, 2017 8:30am~11:00am
- Saturday November 4, 2017 8:30am~11:00am
- Saturday January 13, 2018 8:30am~11:00am
- Saturday March 17, 2018 8:30am~11:00am
- Saturday June 2, 2018 8:30am~11:00am

### PPC/PFC Discernment:

- |            |                   |                |                      |
|------------|-------------------|----------------|----------------------|
| • Saturday | November 11, 2017 | 5:00pm         | Information/Displays |
| • Sunday   | November 12, 2017 | 8:30am/10:30am | Information/Displays |
| • Saturday | November 18, 2017 | 5:00pm         | Information/Displays |
| • Sunday   | November 19, 2017 | 8:30am/10:30am | Information/Displays |
| • Saturday | November 18, 2017 | 5:00pm         | Witness Talk         |
| • Sunday   | November 19, 2017 | 8:30am/10:30am | Witness Talk         |
| • Saturday | January 6, 2018   | 5:00pm         | Information/Displays |
| • Sunday   | January 7, 2018   | 8:30am/10:30am | Information/Displays |
| • Saturday | January 13, 2018  | 5:00pm         | Information/Displays |
| • Sunday   | January 14, 2018  | 8:30am/10:30am | Information/Displays |
| • Saturday | January 20, 2018  | 5:00pm         | Interviews           |
| • Sunday   | January 21, 2018  | 8:30am/10:30am | Interviews           |
| • Saturday | January 27, 2018  | 5:00pm         | Interviews           |
| • Sunday   | January 28, 2018  | 8:30am/10:30am | Interviews           |
| • Sunday   | March 18, 2018    | 10:30am        | Discernment          |

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**Opening Prayer**

- 1) As we gather for our Parish Finance Council meeting,  
And conduct the affairs of *Immaculate Conception Church*,  
We call upon God to be with us.  
Spirit of Understanding  
You surround us with people who care.
  - 2) Give us knowledge and strength to do Your will, with a proper balance of eternal values and our present needs.  
May we accept our responsibilities and act with courage, considering the needs and feelings of other people.  
Grant us a sense of justice and stewardship both now and forever.
  - 3) You have entrusted us with a share in leadership.  
Help us to share ideas and plans with each other.  
Keep us kind and courteous to one another.  
Give us insight to the work at hand that we may further Your causes and benefit many people.
  - 4) Spirit of the Living God,  
With faith and hope we trust in Your presence.  
Give us a vision of Your plan for our salvation.  
Help us to support one another for the common good.
  - 5) Triumphant God, You are a community of persons.  
In your mercy and grace, we gather to plan.
  - 6) Give us unity of heart and mind to consider the tasks and challenges before us today.  
Send Your Spirit of Insight to open our imaginations to prepare for what lies ahead.
  - 7) May we trust and share our convictions with enthusiasm.  
We ask this in Jesus' name.
- All) Amen.

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**Stewardship Prayer**

Lord God, you alone are the source of every good gift, of the vast array of our universe, and the mystery of each human life. We praise you and we thank you for your great power and your tender, faithful love.

Everything we are and everything we have  
is your gift. After having created us, you  
have given us into the keeping of your son, Jesus Christ.

Fill our minds with His truth and our hearts with His love, that in His spirit we may be bonded together in a community of faith, a parish family, a caring people.

In the Name and Spirit of Jesus, we commit ourselves to be good stewards of the gifts entrusted to us, to share our time, our talent and our material gifts as an outward sign of the treasure we hold in Jesus.

Amen.

**Prayer of Discernment**

Dear Loving Lord,  
Please be at my side  
when I am making decisions.  
Teach me to open my mind  
and to see with my heart.  
Help me, dear Lord,  
to discern the path –  
even if it seems strange –  
that will lead me to You.

*By F. K. Forbes*

**McKenna Stewardship Ministry**

## **Fiscal Year July 2017 ~ June 2018**

### **Immaculate Conception Parish Finance Council**

#### **Minutes ~ October 26, 2017**

#### **Members Present:**

Margaret Duffrin, Subi Rajendra, John Sullivan, Rich Wallace  
Fr. John McGee, OSFS, Pastor, Charles DaVolio, Business Manager

#### **Members Excused:**

Walt Chmielenski (Chair)

#### **Action items for Thursday January 25, 2018 PFC meeting:**

1. Review quarter 2 financial statement reports.
2. Review Balance Sheet/Savings Accounts.
3. Review "Equipment Audit" vendors.

#### **Minutes:**

1. The meeting began at 6:30 pm with the opening prayer.
2. Members agreed to the action items from the July PFC meeting.
3. Members accepted the minutes of the July PFC meeting.
4. Members reviewed the first quarter financial statement reports.
5. Members discussed adding/reviewing Balance Sheet/Savings Accounts at future meetings.
6. Members discussed having an "Equipment Audit" conducted. John Sullivan to research vendors.
7. Members discussed upcoming PFC Discernment.
  - a. Charlie to correct dates on PFC Agenda.
  - b. Members to prayerfully consider being a Witness. Those interested requested to email Charlie by Wednesday November 1, 2017.
  - c. Those interested in manning the information table to email Charlie by November 1, 2017.
8. Members reviewed the action items for the next meeting scheduled for Tuesday January 30, 2018.
9. The meeting concluded at 8:00 pm with a closing prayer.
10. Next PFC meeting scheduled for **Tuesday January 30, 2018 at 6:30pm.**