

## 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.*

**Goal 2016/2017:**

1. To promote parish stewardship through a Tithing Reaffirmation weekend.

**Objectives:**

1. Consult with McKenna Stewardship Ministry and church staff regarding an available weekend.
2. Consult with Our Sunday Visitor regarding scheduling of letters and mailings.
3. Coordinate the necessary steps for a successful Tithing Reaffirmation weekend.

**Date:** Thursday, April 27, 2017

**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 3 of fiscal year 2016~2017.
4. Resolve PFC Discernment/Interviews.
5. Review budget for fiscal year 2017/2018.

	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 1/26/17	1. Review Action Items from prior PFC mtg	Charlie	6:35 PM 5 min
3	Minutes from 1/26/17 PFC meeting	1. Review minutes from prior PFC mtg 2. Seek suggested changes/updates 3. Seek questions for clarity 4. Seek approval to publish	Charlie	6:40 PM 5 min
4	FY 2016/2017 Qtr3	1. Share information 2. Seek questions for clarity 3. Seek approval	Charlie	6:45 PM 20 min
5	PFC Discernment	1. Share information 2. Resolve Discernment 3. Seek questions for clarity	PFC	7:25 PM 20 min
6	FY 2017/2018 Budget	1. Share information 2. Seek questions for clarity 3. Seek next steps	Charlie	
7	Wrap Up	1. New items from floor 2. Action Item List 3. Future Agenda Items 4. Group Check/Debrief 5. Closing Prayer	PFC	7:45 PM 10 min

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

### Attachments:

- Prayers
- PFC meeting minutes 1/26/17
- Financial report
- Detailed statement
- Diocese report
- PFC Discernment information
- Budget fiscal year 2017/2018

### Parish Finance Council (PFC) Meetings:

- Thursday July 28, 2016 6:30pm~8:00pm
- Thursday October 27, 2016 6:30pm~8:00pm
- Thursday January 26, 2017 6:30pm~8:00pm
- Thursday April 27, 2017 6:30pm~8:00pm

### McKenna Stewardship Ministry Tithing Reaffirmation:

- Saturday November 5, 2016 5:00pm
- Sunday November 6, 2016 8:30am/10:30am

### Parish Pastoral Council (PPC) Meetings:

- Saturday July 9, 2016 8:30am~12:30pm
- Saturday September 10, 2016 8:30am~12:30pm
- Saturday November 12, 2016 8:30am~12:30pm
- Saturday February 11, 2017 8:30am~12:30pm
- Saturday March 11, 2017 8:30am~12:30pm
- Saturday May 13, 2017 8:30am~12:30pm

### Parish Leadership Team (PLT) Meetings:

- Tuesday TBD August xx, 2016 4:00pm~5:30pm
- Tuesday TBD October xx, 2016 4:00pm~5:30pm
- Tuesday TBD January xx, 2017 4:00pm~5:30pm
- Tuesday TBD March xx, 2017 4:00pm~5:30pm

### Parish Leadership Meeting:

- Saturday January 28, 2017 8:00am~2:00pm All

### Welcome/Orientation/Registrations:

- Saturday August 6, 2016 8:30am~11:00am
- Saturday September 17, 2016 8:30am~11:00am
- Saturday October 29, 2016 8:30am~11:00am
- Saturday December 17, 2016 8:30am~11:00am
- Saturday February 4, 2017 8:30am~11:00am
- Saturday March 18, 2017 8:30am~11:00am
- Saturday June 3, 2017 8:30am~11:00am

### (PPC/PFC) Discernment:

- Saturday March 25, 2017 5:00pm Witness Talk
- Sunday March 26, 2017 8:30am/10:30am Witness Talk
- Saturday N/A Information/Displays
- Sunday N/A Information/Displays
- Interviews
- Sunday April 30, 2017 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 2016 ~ June 2017**

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

#### **Minutes ~ January 26, 2017**

#### **Members Present:**

Chris Behm (Chair), Walt Chmielenski, Margaret Duffrin, Subi Rajendra, Bob Smith, Fr. John McGee, OSFS, Pastor, Charles DaVolio, Business Manager

#### **Members Excused:**

#### **Action items for Thursday April 27, 2017 PFC meeting:**

1. Review quarter 3 financial statement reports.
2. Review PFC Discernment.
3. Review Budget for fiscal year 2017/2018.
4. Bob Smith will compile contact information of PFC members and distribute to PFC.

#### **Minutes:**

1. The meeting began at 6:30 pm with the opening prayer.
2. Members agreed to the action items from the October 27 PFC meeting.
3. Members accepted the minutes of the October 27 PFC meeting.
4. Members reviewed the second quarter financial statement reports.
5. Members discussed results of the Tithing Reaffirmation.
6. Members discussed and resolved the PFC Discernment process.
7. Members reviewed the action items for the next meeting scheduled for Thursday April 27, 2017.
8. The meeting concluded at 8:00 pm with a closing prayer.
9. Next PFC meeting scheduled for **Thursday April 27, 2017 at 6:30pm.**