

Bellarmine Chapel  
Parish Finance Committee Minutes  
September 20, 2007

**Attendance:** Present at the meeting were David, Kevin, Fran, Richard, Tim, Karen, Blake, and Barb

**Stewardship:** the first item that we took up was the review of the bookmark and prayer card that Kevin put together. A decision was made following discussion about the prayer card and Kevin will get 1500 ordered.

In order to do the report to the parish, Richard requested a 2006-2007 report that was user friendly as far as figures and categories the parish was used to receiving. Barb said that she and Liz would prepare this report.

Photos are needed from different ministries. Karen is coordinating this and may try to put together a stewardship report.

**Budget:** We reviewed our giving for the first quarter of the fiscal and found up versus last year for the corresponding period. We decided as a committee that we need to have comparison figures for each period versus the previous few years to evaluate the giving. David will evaluate a standard report format for the Richard's review and the finance committee.

**Parish Retreat:** Karen apprised the committee of the activities for the upcoming retreat. All committee members should be in attendance for most of the proceedings.

**Next Meeting:** October 25, 2007, 6-7:30 pm, Gallagher Center Conference Room

### **Parish Retreat Ideas for Finance Committee Followup:**

1. Set our meeting calendar for the entire year at our next meeting and continue to do so.
2. Possible yearly meeting with Advisory and Finance
3. Assign someone from Finance to continue periodic dialog with Space Planning to anticipate their thinking and our planning for space and possible costs to the parish
4. Have 2 meetings per year which are extended so that we can share more information about ourselves (faith journey sharing)
5. Do we need a sound (acoustics) study??? Reports of difficulty hearing in various parts of the chapel???
6. Taking advantage of technology and getting the word out about the parish and its services and needs for services for various constituencies (youth, young families, middle aged, older adults). Keeping people connected to their cohort but also connecting across age groups. Maybe opportunities for service and sharing of needs and help.
7. How we as Finance can help KEEP families with children STAY rather than leave while their kids are in school. What options can we provide to support them staying.
8. Need to continue to work on salary improvement for our staff.
9. St. Vincent de Paul - \$400/week
10. Continue to get the word out that people need to plan their giving. (I think that Richard's Stewardship Letter was especially good this year! We need to continue to get that type of message out).
11. Planning for Institutional Reports. (David are we there? Have we put things in place so that this process is not painful as it was this year?).
12. Need to have the Stewardship report more extensive next year. Planning for pictures and get an earlier start.
13. An addition, We do need training for someone regarding collection baskets. Our pew got 3 different baskets coming by just this past Sunday at 9am. How close are we to the LOOK of our finance processes? We could use that as the impetus for making changes.