

**CHURCH OF THE HOLY SPIRIT  
FINANCE COUNCIL MEETING  
THURSDAY, OCTOBER 29, 2008  
THOMAS HALL  
6:30 P.M.**

Paul McTear, Chair, called the meeting to order at approximately 6:45 p.m. Members in attendance were: Paul McTear, Chair, Roger Herndon, Pat Bartoszewicz, Terry Barber and Janet Florey, Secretary. Bernardo Molano joined the meeting in progress. Those absent were: Mat Pope, Jerry Vucovich, and Monsignor Troncale. Paul McTear opened the meeting with a prayer.

The minutes of the meeting of October 23, 2008 were reviewed and unanimously approved as written. A copy will be provided for the office files and also placed on the Church website.

As requested at a previous meeting, Mr. Molano provided the members with a comparison of Sunday collections between 2007 and 2008.

Mr. McTear provided the members with a copy of the contract with Walsh and Associates and with McKean and Associates.

**BUDGET DISCUSSION**

1. Mr. Molano provided the members with information concerning his additional duties and responsibilities. Some of the tasks are the result of our electronic deposit initiative and changes in account maintenance and billing procedures for the preschool. Mr. Molano estimated that the workload required approximately 20 extra hours per month. The members concurred that the new tasks were required and identified some additional financial information that we would like provided to ministry chairs so they are more accountable for their budgets. Mr. McTear will discuss these taskings with Mr. Molano. Mr. Herndon made a motion to approve the 20 additional monthly work hours and Ms. Bartoszewicz seconded the motion. The motion passed

2. The members then undertook a line-by-line review of proposed 2009 budget requests. Council members recommended some changes in line items based on a review of year-to-date expenditures. Mr. Molano will prepare a new draft indicating initial requests and changes proposed by the Finance Council. This information will be reviewed at the next meeting. Additional information is being requested as follows:

a. From the Pastoral Council: In order to determine a budget for the preschool, the Pastoral Council needs to advise on their decision regarding pay for teachers. They were provided with two proposals in September. They also need to advise on whether or not the Finance Council should fund a preschool beginning in August 2009.

b. From Faith Formation: The Finance Council was unable to reconcile the 2009 budget requests with the 2008 spending levels. Mr. Barber volunteered to discuss our concerns with Mr. Kevin Ryan, Faith Formation Director, and to invite Kevin and his staff to brief the council members on their requirements.

3. The members discussed the music ministry and were advised that we are continuing to search for a new overall Director. Ms. Conversino continues to perform the duties, without a contract. The Finance Council unanimously voted that Ms. Conversino be paid retroactively from the end of her contract until the position is filled. Mr. McTear will advise Monsignor Troncale of our recommendation.

**NEXT MEETING DATE**

The next Finance Council meeting is set for Wednesday, November 5, 2008 at 5:00 p.m. in Thomas Hall.

Mr. McTear offered a closing prayer and adjourned the meeting at approximately 9:30 p.m.

Respectfully Submitted,

Janet Florey  
Finance Council Secretary