

**Pax Christi Catholic Community
Community Council Meeting
Tuesday, March 20th, 2012
Minutes**

Attendees: Eric Anderson, Sue Fier, Greg Halvorson, Tom Keane, Vicki Klima, Mike Lindseth, Mary Frances Messer, Carrie Chevalier Mosher, Steven Olinger, Jim Sankovitz, Shari Steffen, and Joan Waterstreet

Absent: Fr. Kennedy, Bruce Koehn, Jim O’Laughlin, and Mark Weber

The minutes of the Community Council meeting held on February 21st, 2012 were approved.

Finance Ministry Feature

Jim Sankovitz, Finance Council Chairperson, presented an overview of the responsibilities of the Finance Council. The Finance Council provides advice and oversight of financial projections, capital budgets, revenue sources, investment strategies, debt financing, fixed assets, and monthly financial metrics. They recommend improvements to the system of internal controls and assist in the selection of external auditors. They perform other advisory responsibilities as required to support finance, accounting, investment and budgeting activities for Pax Christi Catholic Community.

Specific tasks of the Finance Council include:

- Monthly Financial Review
- Manage Money Counting
- Annual Budget Review
- Annual Health Insurance Review
- Commercial Banking Relationship
- Investment Advisor Relationship
- Audit Oversight
- Liaison to Financial Initiative Team
- Potential Fundraising Opportunities

Parish audits are to be conducted every five years by an external accounting firm. An exception to this rule is in a year of pastor transition which necessitates either a full audit or a set of agreed upon procedures. Such will be the case when a new pastor is assigned to Pax Christi this summer.

The Finance Council is currently working on an initiative to establish guidelines for measuring and reporting on contributions of time, talent and non-cash giving. Each ministry will be instructed to complete an annual report for 2011-2012 with monthly reports thereafter.

In conclusion, Pax Christi is in a relatively strong financial position. The rectory loan and line of credit have been paid off. A \$405,000 mortgage is our only remaining debt. However, we are experiencing a flat giving trend while building and annual insurance and cost of living expenses continue to increase. The pending pastor change poses additional financial uncertainty.

Upcoming ministry features are as follows:

April: Facilities

May: Justice

New Member Discernment

This year there will be 26 openings on the various ministry councils. Information nights were held on March 1st and 6th. Based on the attendance at the information nights, it is anticipated that most if not all of the openings will be filled. Commitment night is scheduled for Tuesday May 1st and newly discerned members will be invited as guests to the June 19th leadership evening.

Council Chair Selection

Councils have been instructed to discern new chairpersons during their May council meetings.

Pastor Transition

Members of the pastor transition team met with two representatives from the Archdiocesan Comprehensive Assignment Board at the parish rectory on Monday February 27th. The purpose of the meeting was to share our thoughts regarding the following three questions in order to assist the board in recommending the most suitable pastor for our parish.

1. Name 3 things you are most proud of as a parish that have been accomplished in the last 3 years.
2. Name three things you attempted in the last three years as a parish that were not successful.
3. Name the three most pressing challenges facing the parish in the next three years.

Farewell for Fr. Kennedy

The June Leadership evening will be replaced with a farewell dinner for Fr. Kennedy for all members of leadership and their spouses. A parish-wide farewell celebration will be held on Saturday June 23rd with Mass followed by a meal.

Lenten Retreat

A Lenten Retreat is scheduled for March 24 from 8:30-11:30 for all members of leadership.

Meeting adjourned.

Minutes respectfully submitted by Sue Fier, Secretary