

## St Basil's Finance Council Meeting – Minutes February 26<sup>th</sup>, 2019

In attendance: Fr. Daryold Winkler, Michelle Gleeson, Peter Charbonneau (via telephone), Rod Noakes, Jason Fekete, Qing Yang, Elizabeth Elliot, Mary Lou Daze.

Regrets: Jim Sheilds, Mary Ross

	Topic	Lead	Current Status	Next Steps Required (Lead Person) and Record of Decisions	Expected Date of Completion
<b>1</b>	Welcome and Opening Prayer	Michelle Fr Daryold			
<b>2</b>	Approval of minutes of January 22 <sup>nd</sup> , 2019 meeting	Michelle	Minutes were circulated for comments and approved by members. Minutes have already been posted on parish website	No action required	
<b>3</b>	<b>Standing Agenda Items</b>				
<b>3a</b>	Review of end of January 2019 Financial Situation	Michelle/Peter  Mary-Lou  All	<ul style="list-style-type: none"> <li>• Financial Statements (B/S, I/S, CoA) and analysis report are tabled</li> <li>• Status of preparation/submission of Diocesan year end report.</li> <li>• Discussion- Finalizing timeline/specific date for briefing parish on 2018 year end results</li> </ul>	<p>Financial statements for January 2019 were reviewed Diocesan report was submitted on February 21</p> <p>Year end report will be presented to parish before Masses on March 30/31. It will be reviewed by Council members beforehand. It will be posted on website: 20 copies will be available as well as 1 page insert in bulletin Full budget for 2019 will be distributed to members.</p>	<p>completed</p> <p>March 30/31</p>
<b>3b</b>	Property Report <ul style="list-style-type: none"> <li>• Status Update</li> </ul>	Jim Qing	<ul style="list-style-type: none"> <li>•</li> </ul>	Approval for elevator replacement and tax exemption on funds raised for it was	

	<ul style="list-style-type: none"> <li>Boiler</li> <li>Elavator</li> <li>Other</li> </ul>			received from the diocese.	
<b>3c</b>	<p>Capital Report</p> <ul style="list-style-type: none"> <li>Status Update</li> </ul> <ul style="list-style-type: none"> <li>Go forward approach for integrated fundraising</li> </ul>	<p>Peter</p> <p>All</p>	<p>Discussion on winding down Restored foundation</p> <p>Discussion on next steps and establishment of a specific date - deadline for fund raising campaign</p>	<p>Peter to prepare and present a final report on the current campaign – Restored Foundation for parishioners. Fund raising completed some time ago but some work is ongoing.</p> <p>Work on campaign to begin in March</p>	<p>Timing may be the same time as F/S presentation or earlier</p>
<b>3d</b>	<b>Protocol Review (#5)</b> Expenditures and related activities	Mary Lou	<ul style="list-style-type: none"> <li></li> </ul>	Parish is in compliance with Protocol #5	
<b>4</b>	<b>Review/Update on action items from previous meeting</b>				
<b>4a</b>	Status of Crucifix	Fr Dayrold	<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li>The original crucifix will be installed on February 27, 2019</li> <li>Wiring plan has been received from electrician.</li> <li>Simple agreement for use of space will be drafted and circulated to members</li> </ul>	February 27,2019
<b>4b</b>	Status of WIFI in the church				
<b>4c</b>	Status update on Rental of facilities to Karin community				
<b>5</b>	<b>New Agenda items</b>				
<b>5a</b>	Feedback on Web seminar on Digital Stewardship	Any who participated	<ul style="list-style-type: none"> <li></li> </ul>	Webinar was discussed by those who watched it. 248 tax receipts were issued for 2018 at St. B's	
<b>6</b>	<b>Closing Prayer</b>	Fr Dayrold			

<b>Scribes of Finance Council Meeting</b>	<b>Tag team of record keepers</b>	<b>Scribes of Finance Council Meeting</b>	<b>Tag team of record keepers</b>
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September 25 <sup>th</sup> , 2018	Jason and Rod	January 22, 2019	Rod and Jason
October <del>23<sup>rd</sup></del> , 30 <sup>th</sup> 2018	Michelle and Qing	February 26 <sup>th</sup> , 2019	Mary Lou and Elizabeth
November 27 <sup>th</sup> , 2018	Jim and Peter	April 23 <sup>rd</sup> , 2019	Peter and Jim
December 19 <sup>th</sup> , 2018 (informal)	Michelle	June 18 <sup>th</sup> , 2019 (3 <sup>rd</sup> Tues vs 4 <sup>th</sup> Tues)	Qing and Michelle

**Cheque Signing Schedule:**

January 2019	Michelle
February 2019	Rod
March 2019	Peter
April 2019	Michelle
May 2019	Peter
June 2019	Rod