

**ST. THERESA PARISH  
FINANCE COUNCIL MEETING  
November 12, 2009**

Fr. Larry Hoffmann  
John McMichael  
Tom Hueholt  
Paul Johnson  
Kevin Olsen  
Ed Downey  
Steve Kouri

**Paul Galloway**  
Bob Wrobel  
Don O'Neill  
**Margie Pope**  
**Jim Langeness**  
**Ellen Stemler**

Bob Wrobel called the meeting to order at 5:30 PM. He read a special prayer to remember Veterans Day (yesterday). Reflection began with November "Our Journey of Faith" pamphlet and the group read the pages on Salvation History. There was group discussion on the question "In our Catholic Tradition, what must we do be saved.

Roll Call – Paul Galloway, Margie Pope, and Jim Langeness were absent. Steve Kouri joined us for this meeting to represent the School Board. Bob asked Tom Hueholt to take minutes.

The minutes for October were approved.

**2009 PARISH VISIONING PROCESS**

Father Hoffmann presented a document prepared by the St. Theresa Pastoral Council, which explains a new initiative that they have begun this year. It is the Parish Visioning Process and is extracted from the book "Good to Great" by Jim Collins. The point is to make a vision of what the purpose of the Parish is, and how to fulfill that purpose. The relevance to the Finance Council is to determine our Core Purpose and how that affects the Core Purpose of the Parish. The next step is to determine the activities, functions, and events that support the purpose. This is followed by determination of what is done to further the purpose by Core Work.

The Council spent significant time in discussion, and then attempted to complete the "First Step" Form. We listed a number of "Activity/Function/ Event" that we perceive as the Core Work. We began discussion of "How this accomplishes the Core Work of the Parish". At that point it was decided to table the matter, continue during the next two regular Council meetings. The assignment was to study, pray, and reflect on the issue.

## **ANNUAL DIOCESAN APPEAL**

603 Pledges now total \$153,631, or 108% of the goal. \$141,922 has been collected which is \$327 less than the goal of \$142,249. If all pledges are collected the parish will receive \$11,709.

## **FINANCIALS**

The School Billing Committee composed of Kevin Olsen and Paul Galloway was reported on by Kevin. They are meeting every two weeks now. John McMichael and Sue Tingleff are reviewing the ACH transactions to guarantee accuracy. Monthly billing is checked by the committee and Bob before mailing. Kevin reports a big improvement since this process began. Steve Kouri reported that he has heard fewer complaints from Parents, but the School Board doesn't meet until next week. Bob reported one call.

Bob reported that John has put a lot of time into updating the Budget figures with the latest information available. He has worked at proportioning the month to month figures to compare better with actual. Particularly items like Teacher Salaries, and Bad Debts on Tuition. It was noted that some odd differences remain between Budget and Actual. Bob and John will review these before the next meeting.

There were questions with regard to the Preschool Payments due from the Des Moines Public Schools. The governmental agencies have not addressed the issues as yet with the Diocese. We will have a report next month.

## **SCHOOL**

We were running late, and after a brief discussion about including the School Budget and Finance Reports on the Parish Web Site, it was decided to take up this at the next meeting.

## **OTHER BUSINESS**

Bob reported that the Parish was a victim of fraud by purchaser of Script in the Office. Persons accompanied by small children came into the Office allegedly to join the Parish and to buy Script. The problem was that they paid with a check on a non-existent account. All addresses and names were fictions. We lost \$170. The same scam was used at neighboring parishes. Bob determined this at the Parish Managers Meeting. In the future unknown persons will be asked for photo ID, and it is checked before accepting checks. A Police Report was filed but no results as yet.

We closed the meeting with “Prayer for the Dead” from the Our Journey of Faith Pamphlet.

The meeting was adjourned at 7:00 PM.

Respectfully submitted,

Tom Hueholt