

### WHY THE PARISH FINANCE COUNCIL:

In accordance with Canon Law and Diocesan Statutes, the parish must have a parish finance council. The council is to have an active and defined role in advising and assisting the pastor in administering the temporal affairs of the parish by utilizing the skills and expertise of the finance council members in monitoring the financial activity of the parish. The council advises and provides counsel in the areas of financial planning, budgeting, accounting, transparency controls, stewardship, fundraising, and overall financial development. The relationship between the pastor and the finance council is one of support and collaboration.

### WHAT IS THE PARISH FINANCE COUNCIL:

The Parish Finance Council is a consultative body of Christian faithful established to advise the pastor in matters pertaining to the financial affairs of the parish and to assist the parish administration, in being accountable and responsible to the people over matters that relate to the temporal (physical) goods of the church. The finance council is to be composed of people skilled in finance, civil law, business, and known for their prudent judgment.

### THE HOW OF THE PARISH FINANCE COUNCIL:

In fulfilling its responsibilities, the finance council must be directed by the values of the Gospel as well as good business practice. Efficient and effective use and management of parish resources must be measured as much by their contribution to the mission and ministry of the parish; as by commonly accepted business standards. The council provides the pastor with its recommendations concerning financial plans, controls, policies and other appropriate temporal matters affecting the parish. The Finance Council is to collaborate with the Pastoral Council to ensure that the pastoral priorities of the parish are met with a realistic budget.

### DIVINE GRACE FINANCE COUNCIL ORGANIZATION:

The Divine Grace Finance Council was organized and held its first meeting in August 2022. Twelve members, representing all three churches of the parish, serve on the Divine Grace Finance Council. The pastor serves as the president of the council. There is a chair, vice chair, and a recording secretary. The balance of the members serve on five committees: Budget Planning; Facilities and Temporalities; Risk Management; Stewardship; and Parish Governance and Administration.

MEET YOUR FINANCE COUNCIL: Amy Behun, Peter Boyer, Jay Cortez, Felicia DiNardo, Joe Ennis (Vice-Chair), Daniel Jenkins, Chelsey Knapton, Licia, Lentz, Frank Lordi, Kate Maseth-Ready, Jamie Shearer (Chair), Frances Tartal, and Andrew Welch.

## PROJECTS AND THE WORK OF THE FINANCE COUNCIL:

- Actively supported the interim business manager in the drafting and development of the inaugural parish-wide budget for 2022-2023 and the current parish business manager, with the budgets for successive years of 2023-24 and 2024-25.
- An extensive review, audit, and utilization study of the Gift Card Program, resulting in the discontinuation of the program.
- Regular monthly review of Operating Budget statements
- Review and approval of bids for the new phone system.
- Support, presentations, and promotion of the Annual Parish Appeal
- Conducted a SWOT analysis leading to a tentative five-year strategic plan.
- Supported the development and search for key parish employees (finance coordinator)
- Conducted cost/benefit analysis for parish properties (Ritzer Hall) (03/2023)
- Review and recrafting the case statement for the “Church Alive” funds.
- Review and approval of Form B - Parking lot paving
- Review and recommended updates to the parish personnel manual.
- Review and support of the Annual Parish wide Car Raffle
- Review and analysis of the St. Agatha property sale
- Developed a standardized multi-bid process for capital projects.
- Review and oversight of parish fundraising activities: Bingo, Parish Family Festival, Car Raffle, Fish Fry.
- Review and approval of Form B – Security system at St. Ferdinand (06/2023)
- Research into possible grant opportunities to support parish operations/projects.
- In keeping with the fiduciary responsibilities of the council, initiated a banking task force that interviewed banks, weighted banking services and fees and eventually led to the switching from WesBanco to NexTier bank with multiple financial benefits for the parish.
- Review and approval of Form B – Pew refinishing at Holy Redeemer (08/2023)
- Review and approval of Form B – HVAC controls at St. Gregory Church/School (09/2023)
- Review and approval of Form B – Carpet replacement at Holy Redeemer (10/2023)
- Approved the participation in MyCatholicWill, an online tool to help parishioners draft a legal will (11/2023).
- Review and approval of Form B – Lighting purchase and installation at Holy Redeemer (01/2024)
- Review and approval of Form B – Rooftop HVAC replacement at Holy Redeemer (03/2024)
- Review and approval of Form B – organ restoration at St. Gregory (09/2024)

- Review and approval of Form B – rectory roof replacement at St. Ferdinand (09/2024)

The work and progress of the Divine Grace Finance Council is readily available by review of the council's meeting agendas and minutes that are posted on the parish's website.