

FINANCE & ADMINISTRATION

OBJECTIVE #1:

Train/Educate commissions on budgeting.

Objective: Each commission is able to understand how and why each expenditure affects the short term and long term health of the parish

Measurements:

- Maintain a balanced budget that supports the commission's initiative.
- Education commissions on budget and how to read the budget
- Long term goals and visions are clearly identified

ACTIONS

PLANNED COMPLETION

Define a process for requesting funds for commission initiatives

2014

Communicate process to commissions

2014

Review list and priority of requests from each commission

2014

Build requests into 2014-2015 Budget Planning process

2014

OBJECTIVE #2:

Create new committee relating to financial development.

Objective: This group will be committed to the long term financial health of the parish. Committee members would require a 3 year commitment meeting every 2 months.

Measurements:

- Help parish members become financially stable
- Once parish members become more stable they will be more willing to help the church
- Long term goals and vision are clearly identified

ACTIONS

PLANNED COMPLETION

Clearly define Committee objectives with 1, 3, 5 year goals and objectives

2014

Establish plan of how goals will align with churches goals

2014

Recruit members to be part of committee, especially financially planners or attorneys

2014

Hold first meeting

2014

OBJECTIVE #3:

Create new committee relating to Administration.

Objective: Compile and organize current policy and identify gaps to create policy as required by the Archdiocese. Would require a 3 year commitment meeting every 2 months

Measurements:

- Identify policies required by the Archdiocese
- Identify gaps in policy
- Identify missing policies
- Create, compile and organize policies

ACTIONS

PLANNED COMPLETION

Clearly define committee goals and objectives

2014

Identify gaps in policies

2014

Recruit members for committee especially HR or others who have written policies background

2014

Hold first committee meeting

2014

Start writing policies for missing or incomplete policies that align with the archdiocese policies

2014

OBJECTIVE #4:

Cemetery Development

Objective: Inform the parish on the ongoing developments and upcoming events related to the re-development of the cemetery

Measurements:

- Parish will have a strong understanding of initiatives, actions and plans taking place at the cemetery
- Have a successful launch of the cemetery graves and plots

ACTIONS

PLANNED COMPLETION

Provide supportive role in cemetery development

2014

Provide parish with constant updates on cemetery development

2014

Have successful launch of cemetery graves and plots

2014

Measure progress through year

2014