



St. Mary of Magdala Church

An Ecumenical Catholic Community

P.O. Box 774, Harwich Port, MA 02646
stmaryofmagdalachurch.org

Finance Committee Meeting
April 12, 2024, 4:00 pm Zoom Meeting
Minutes

Present at the meeting: Elisa Bucci, Jen Keon, Kathy Rigordaeva, and Jim David. Elizabeth Hogan was unable to attend.

1. Call to order and opening prayer.
 - a. The meeting was called to order at 4:07pm and Elisa led the opening prayer.
2. Secretary's report from previous meeting
 - a. The committee reviewed the minutes of the previous meeting. A motion was made by Jen and seconded by Kathy to accept the minutes as submitted. There was no further discussion and the motion passed.
3. Review and acceptance of Final Fiscal Year 2023 Budget
 - a. Jim presented the Final 2023 Fiscal year report. It was a good year with the commitment income line being met and expenses all within budget. A motion was made by Elisa and seconded by Kathy to accept the report. There was no further discussion and the motion passed.
4. Review and acceptance of Fiscal Year 2024 Quarter 1 report (Jim)
 - a. Jim presented the report from the first quarter of 2024. Everything is in line with the budget for the year in both income and expenses. A motion was made by Jen and seconded by Elisa to accept the report. There was some discussion about the total cash income for the whole year having already exceeded budget – it was thought that this was due to a number of visitors at Mass and new members. Kathy said she would be doing orientation for new members soon and would include asking them to make a financial commitment as new members.
 - b. Cash Flow Report: Jim reported that cash flow is going well, collections are on target, and the collection team is functioning very well.
 - c. Advertising for 2024: The committee reviewed the advertising program for 2024. We will again be running a monthly ad in the Cape Cod Chronicle, alternating two different ads at a total cost of \$780. Kathy made a motion to have Jim send in a check for the ad program. It was seconded by Elisa. There was some discussion noting the difference between the regular weekly posting that SMMC has in the Chronicle, which is free, and the monthly ad that we run from April to

November. There was no further discussion and the motion passed.

5. Other Business

- a. Pastoral Stipends: Kathy reported to the group that Kathy Carpenter is putting her whole focus right now on recuperating, and that the remaining pastoral care responsibilities she had have now been transferred to Jen. After some discussion a motion was made by Elisa and seconded by Jim that since Jen, as deacon, has assumed the pastoral care responsibilities of the associate pastor position, that we will transfer the remaining \$100 of the associate pastor's salary to the deacon's salary. Further discussion was had that Jim, the next time he touches base with Bill on how Kathleen is doing, will alert him about this. There was no further discussion and the motion passed.

6. The next meeting date was set for Friday, July 5, 2024, at 4pm via Zoom.

7. Adjournment: A motion was made to adjourn by Kathy and seconded by Jen. No discussion took place and the motion passed. The meeting adjourned at 4:38pm.

Respectfully submitted,

Jim David, Clerk