

**Prince of Peace Parish
Finance Council Minutes
June 20, 2024**

Present: Deacon Jeff, Kim Hermans, Danae Srnka, Greg Froelich, Jim Allen, Lee Thibadeau, Carl Juza, Mary Rehberg, Kody Hansen

Absent: John Davister

Meeting called to order at 6:38. Jeff led us in prayer.

We opened with a discussion about Quickbooks and what version we should be on. Kody tried contacting 4 parishes on what they were using, but only Resurrection responded and they are using the Quickbooks Online version. The Quickbooks Desktop version we are using will no longer get updates or security support in the near future. The Quickbooks Enterprise version is what we are currently using, and is free for us to use today. If we convert this to an online version of Enterprise, we will incur a monthly fee to keep using it rather than the less useful Quickbooks Online version that Quickbooks and our consultant are promoting.

One issue that is clear is that we need to have a Multi-User sign in capability, and not a Single-User license. We would then need to define security parameters for the additional users, which today would include Kody, Kathy, and a volunteer in addition to Kim.

In our discussions, we have some short term goals, including:

1. We need to set up a separate login for our volunteer, Leah. This can be done now.
2. We need to set up a restricted access capability for users other than Kim.
3. We need to address our security issues.
4. Kim should back up the system daily, not weekly.
5. Kody will set up a meeting with David our consultant, as well as Kim, Mary, Greg, and Danae to discuss versions.
6. A policy needs to be developed for user names and passwords. Can Kody start this?

The Picnic Committee still has some questions regarding our new Tithing policy for major fundraisers. We agreed that the policy is good as written. Kody or Jeff will explain the policy to group members as needed.

We discussed the need for a procedure for committee members and volunteer spending, as we overpurchased for a recent event. We want to try to avoid this in the future, and if some additional questions or oversight were had, we maybe could have avoided this. If an event is in the budget, the spending is approved. If it is not in the budget, we agreed that anything over \$500 needs Finance approval. Kody will add a question to the event form we have in place to ask if the spending was included in the budget.

This is the last meeting for Mary Rehberg, John Davister, and Jim Allen as they have termed out. We agreed to have Mary continue to sign off on bank reconciliations as an independent reviewer. Jeff also let us know that two new people will be joining the Finance Committee. They are Amy Perrault and Bob Conway.

Jeff will review to see if Lee needs to be elected to a new two year term as Finance Trustee, as there was some confusion if he completed someone else's term, or was elected to his own term originally.

We reviewed our financial statements for May in summary form, and our bulding/pledge reports were previously emailed to everyone without questions.

Meeting closed at 8:00 pm

Submitted by Jim Allen