

# Ministry Description

**Title:** Finance Council Member

**Servant Leader:** Finance Council Chairman

**Description:** Assist in analyzing the monthly financial reports provided by the Business Manager in order to help the parish fulfill its mission.

**Specific Tasks:** This group meets no less than 6 times per year and no more than 12 times per year to: a) determine the parish is operating within budget, b) make suggestions with regard to finances, c) approve or deny financial requests by various groups, d) assist Business Manager and Pastor regarding churches finances.

Each meeting begins by centering on the current financial condition of the parish, understanding any large purchases, expenses, etc. Any questions or concerns are raised for the Business Manager to answer either at the meeting or following. This group also acts as a sounding board for the Pastor in discussing those items requiring larger cash outlays.

**Skills or Attributes Required:** You do not need to fully understand accounting, but you do need an understanding of how money flows in and out of a business.

**Time Required:** Each meeting lasts approximately 1.5 hours and we currently have 6 meetings scheduled for the year. Sometimes extra meetings are necessary to approve the next year's budget.

**Training:** Training is on the job. Initially, you will not know the function of all of the accounts and their purpose. By the second meeting, you will have a pretty good grasp.

**Benefits (How does it fulfill the parish mission):** As a church our mission is to help the poor, share the gospel, teach the faith and worship God. These things take faith and an attitude of service but they also require money. The finance council is the group that helps St. Gall be a good steward of the financial resources of the parish so that our mission can be carried out.