

Each parish must have a finance council as stated in CIC, c. 537. According to the Code of Canon Law, each parish must have a finance council (CIC, c. 537). The parish finance council is composed of Catholic faithful who offer advice to the pastor in the administration of the parish's temporal goods.

## EXECUTIVE STRUCTURE

Every council should have an executive committee composed of the pastor, chairperson, vice chairperson(s), and where applicable, administrative secretary.

The task of this group is to develop an overall working plan for the year, which identifies the issues facing the council and plans when the council will be dealing with the issue.

The executive committee should meet before each council meeting to prepare the agenda and design processes (e.g., small group work, individual work, reflection sheets) for each meeting.

The executive committee needs to be sure that prayer and study are a significant and regular part of the council's agenda.

The executive committee also appoints chairpersons of task forces.

The important responsibilities of this committee may require additional training and resources, which are provided by the Office of the Vicar for Clergy.



The Mission of the St. Thomas More Parish community is to become the real presence of Christ through prayer, education, worship and service.

## Stewardship of Talent

As Catholic Christians we are all called through our Baptism to be good stewards of ourselves, our families, our community, our environment, and the Church. St. Thomas More Parish offers a wide range of opportunities to help us be faithful stewards. This Ministry Guide provides examples of many of these ministries. We invite you to discern how to use your special gifts and talents through service as disciples of Christ!

# St Thomas More Parish Finance Council



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## PURPOSE

The finance council is a consultative body that provides the pastor with advice concerning the stewardship of the parish's fiscal resources. It assists the pastor by:

- Conducting long-range financial planning with regard to funding operational and capital needs in the parish;
- Developing and overseeing a parish budget process which results in an annual parish budget. This process should involve the participation of those responsible for parish programs. It should be so designed that it addresses the parish's priorities and goals as determined by the pastor and parish pastoral council;
- Providing financial analysis of current fiscal status reports;
- Providing fiscal analysis of proposed goals, strategies, programs and administrative aspects of parish life.

While the finance council has significant responsibility for the stewardship of parish financial resources, it is not the role of the finance council to recommend directions, priorities, or programs other than those related to its delegation: namely, fiscal stewardship.

For this reason, the other consultative structures must be in place for the finance council to fulfill its role responsibly and effectively.

*There are different gifts but the same Spirit; there are different ministries but the same lord. 1 CORINTHIANS*

## CRITERIA OF MEMBERSHIP

The purpose of the finance council is to provide the pastor, the parish pastoral council, and other leadership bodies with professional financial analysis. For this reason, it is important that the finance council membership should be as balanced as possible (e.g., by gender, age, race, and ethnicity) and composed of people CLPM 22 Many Gifts: Consultative Leadership Revised edition, 1008 who have had experience in the areas of business, finance, administration and accounting. Staff members appointed by the pastor to the council are ex officio members of the council.

Members of the finance council must be:

- Baptized and confirmed Roman Catholics in good standing with the Church;
- Registered and supporting members of the parish;
- Grounded in and committed to an understanding of the Church in accord with the principles of Vatican II;
- Committed to prayer, study, listening, and dialogue;
- Committed to stewardship of time, talent and treasure;
- Not currently employed by the parish or parish school or a close relative or in-law of or living in the same household as a parish or school employee;
- Not simultaneously a member of the parish pastoral council.

## TERMS OF OFFICE

Terms of office should be three years, renewable once.

Pastoral considerations such as an ongoing building project may benefit from the stability of having some members renew for additional terms.

### SELECTION

Council members should be solicited through an open search process that begins with an identification of membership needs, followed by recruitment, an application process, interviews, and a selection or discernment process. The pastor makes the final decision concerning the method of selection.

### SIZE

The council should be large enough to include a broad representation of expertise, but not so large as to inhibit planning and the development of recommendations.

The size should be small enough to promote a sense of community among the members and yet **large enough to reflect the diversity** of the parish

Membership of five to seven persons is recommended.

