

## St. Edward Finance Council Meeting Minutes

April 20, 2023

Attending: Father Robert, Terry Woelfel, Tim Westphal, Tom Pethan, Mark Hofacker, Erin Ebben, Pat Coonen, Nicole Pietsch, Liz Harp

Opening Prayer

Reviewed meeting minutes from March 23, 2023. Tim Westphal motioned to approve. Nicole Pietsch seconded. Motion carried to approve the 3/23/23 minutes.

### Old Business

1. Update on timing of church roof replacement project- Tim: Work has started on the church roof replacement. The School roof has soffit venting that Security Luebke will be taking out due to leakage since it was installed last fall.
2. Baptismal Font- Pat- Project is complete and the lines have been flushed out.
3. Flagpole status- Pat: Randy and Sarah Van Camp's family donated the current flagpole, which is having issues with the pulley and raising the flag. In the event that a new flagpole is needed and is donated by the Weiland family, Sarah would prefer to take the current flagpole back. The plan is to put both families' names on a new structure and discuss the Buildings and Grounds crew to move forward.
4. Outdoor Learning Center (OLC)- Next steps- Four plot plans have been placed in the St. Edward room from four local landscape vendors. Price estimates came in \$100K+ over budget. Terry suggests taking a step back to determine the financial budget from the One-by-One campaign. After that, the next step is to take the final design for bid.
5. Electrical panels ordered for School- Tim: Panels have been ordered.
6. Boiler system was approved via email. Tim- Signed, ordered, and moving forward.
7. Two church furnaces being replaced- Tim: Boucher's has the furnaces in their possession and ready to install this year.
8. Gutter replacement: Tim: New gutters will not be covered by the hail damage insurance claim, but both church and school are due for new gutters. On 4/12/23 via email, Pat Coonen motioned to approve having Gutter Guys replace gutters and downspouts at the cost of \$19,000 which covers both church and school. Terry Woelfel seconded. Motion carried on 4/12/23 via email.

### New Business

1. 2023-2024 Parish Budget review: Nicole Pietsch motioned to approve the Parish budget. Mark Hofacker seconded. Motion carried.
2. 2023-2024 NE Budget Review- Erin included RCIA, NE ministries, and added expense for Ashlyn's part-time role since last meeting. Mark Hofacker motioned to approve the NE budget for 2023-2024. Pat Coonen seconded. Motion carried.
3. During 3/23/23 meeting a total of \$89,270 was approved in expenditures.
  - a. What fund is this being allocated from? We should be able to pull from the Buildings and Grounds funds. With passing various spend approvals, it would be nice to have a snapshot view of where account balances stand. Some funds are restricted vs. unrestricted. Going forward, we will review the accounts in the monthly financial reports that Erin sends out.

## Finance Council Liaison assignments- Update to the Finance Council Team

- A. School- Liz/Nicole:
  - a. Enrollment for next year is going well. Waiting on a few families to enroll.
  - b. Teacher contracts went out last week. Renee expects all teacher to return.
  - c. We received a donation that we are using to put bulletproof film on all perimeter doors and a lock with a strike for our lower entrance door.
  - d. David is exploring installing two 43" TVs in the Church gathering space to display school and NE items. He can install the TVs himself, but would need an electrician to add two outlets in the gathering space first. He estimates the cost to be about \$140-150 per TV from Best Buy plus \$15-20 for each wall mount, plus \$150-200 for a display controller for each TV. David can manage the displays remotely. Jerry Ebben offered to install the two outlets as he is a retired electrician. Council is supportive of moving forward. Nicole will let David know.
- B. Home and School- Liz/Nicole: Planning is going well for the golf outing on May 13.
- C. Buildings and Grounds- Tim/Mark:
  - a. Received a quote for a replacement water heater and sump pump for the West rental property for around \$3,500.
  - b. West rental property requires a furnace replacement this summer at an estimated of \$4,700.
  - c. Plan to install anywhere from 1 up to 6 new light poles in the parking lot. Rodger wants to complete the poles this this year.
  - d. Ace Van Straten found a vendor for fencing to go around the tractor pull area for \$8,500. Nicole Pietsch motioned to approve spending \$8,500 for new fencing for the tractor pull area. Pat Coonen seconded. Motion carried. Mark will let them know that the spend was approved.
  - e. East rental property: Pat and team washed the interior windows, checked smoke detectors and furnace, replaced lightbulbs, and ensured everything is clean. After having pulled nails out of walls and patched holes, it will be painted next week and a light will be installed above the basement stairs. Next weekend's bulletin will include photos of the house to promote renting it out, along with posting on the church's Facebook page. Concrete will be poured in the basement in June to drain water away from the exterior wall. It will have a one-year lease with month-to-month option after the first year with the exception of winter months.
  - f. May take a few arborvitaes down on the side of the cemetery in order to facilitate burials in the cemetery.
- D. NE and worship- Tom: First Communion is this weekend.
- E. Pastoral Council- Terry: Part of Parish mission planning is to explore adding a new Marketing Position. Two of the four PMP goals have been completed and the leader has received his or her bonus. Terry will check into verifying the remaining two goals have been met and bonuses are awarded to Celia and Renee.

Closing prayer

Meeting adjourned

Respectfully submitted by Liz Harp

### **Approval Summary from 4/20/2023 Meeting**

- Approved minutes from 3/23/23 Finance Council meeting.
- Approved having Gutter Guys replace gutters and downspouts at the cost of \$19,000 which covers both church and school.
- Approved the 2023-2024 Parish budget.
- Approved the 2023-2024 NE budget.
- Approved spending \$8,500 for new fencing for the tractor pull area.