

## St. Edward Finance Council Meeting Minutes

November 20, 2024

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

Lectio Divina

### Meeting Minutes

1. August 2024 meeting minutes were approved via email 9/11/24.

### Finances

1. September 2024 financial reports were approved via email 11/5/24.
2. Reviewed October 2024 financial and investments reports. After resolving a follow-up question with Erin, Tom motioned to approve October financials via email on 11/21/24. Nicole seconded. Motion carried.

### Old Business

1. B&G budget- Tim:
  - a. Church furnace replacement is coming in within budget. The first 3 units have been replaced, and 6 more furnaces need to be replaced, three per year. The required new refrigerant could cost up to 30% more, which will increase the cost for the 6 remaining furnaces. We are hoping to know a more accurate cost before next the budget cycle in spring.
  - b. A new light post is in the works.
  - c. Replacement of the church doors will cost around \$12K and is planned for the 2026-27 budget.
  - d. The school classroom carpet replacement project is tracking within budget. The four remaining classrooms will be completed next summer.
  - e. School bathroom remodel: B&G would like to renovate the two south bathrooms in summer 2025 and expect to stay within the budget of \$55K. Dave Calmes agreed to manage the project. We will treat the two sets of bathrooms as two separate projects in two separate years. We plan to go with Turek's Plumbing. Pat Coonen motioned on 11/26 via email to postpone a funding decision for the school south bathroom renovation until March 2025. Mark Hofacker seconded. Motion carried.
  - f. Don took care of downed tree branches on the East rental property.
  - g. The quoted price of converting from a wood to a gas fireplace at the West rental property is \$4,500-\$5,500. The tenants would understand if we wait until next year's budget. Tim Westphal motioned to approve spending up to \$5,500 to convert the fireplace in the west rental property from wood-burning to gas. Tom Pethan seconded. Motion carried.
  - h. Finance council agreed that any B&G expenditure for regular maintenance under \$1K does not need to be approved by finance council. Spend over \$1K should be approved by finance council.

- i. Perpetual care fund for Cemetery: The diocese recommends maintaining \$75K in the perpetual care account (\$25K per acre of cemetery land). Our PPC account is roughly \$5K lower than this recommended amount.

### **New Business**

1. Harvest Moon Results- Liz/Nicole: HMF had a great year, bringing in approximately \$53,000 which is an increase from last year. Guests liked the new location, St. Nicholas. We served about 15 fewer people for dinner compared to last year, but made up for it in the silent auction.
2. Endowment documentation- Tom: Article II Section 2.03 states that a fund advisory committee consisting of Father Robert, Pat Coonen (Treasurer-Trustee), and Merle Verhagen (Secretary-Trustee) must approve endowment-related funding requests that the FC brings to them.

### **Finance Council Liaison assignments updates to the Finance Council Team**

- a. School- Liz/Nicole:
  - a. Renee is beginning tours for next school year.
  - b. Nicole & Liz will be working with Renee to clean up account numbers on the school budget.
- b. Home and School- Liz / Nicole:
  - a. Home & School funded a couple curriculum programs this fall as well as new nativity costumes for the Christmas program.
  - b. Our first fundraiser, Culver's, starts on Wednesday 11/20 and we're planning a couple more fundraisers in 2025 which are yet to be determined.
  - c. The school staff is interested in shade for the fenced playground area so we'll start to look into options. We've tabled any playground equipment additions for the next couple years at least.
  - d. They would also like to start some after-school clubs for students, so H&S is gathering parent feedback via survey to help guide this.
- c. NE: Tom- The Formed subscription has been used in catechist in-service, adult NE Sisters of the Spirit programming, NE classes, and Confirmation classes so far. A broader roll out is planned for use by parish families.
- d. Worship- Pat:
  - a. Thanksgiving Mass will be at 9 am with Bp. Felton presiding.
  - b. Advent candles will be presented at each Mass by children preparing for First Communion and their families.
  - c. Christmas Masses will be on the Eve at 4 pm and 9 pm, and Christmas day at 8:45 am.

Closing prayer

Meeting adjourned

### **Approval Summary from 11/20/2024 Meeting**

1. Approved October 2024 financial & investments reports.
2. Approved postponing a funding decision for the school south bathroom renovation until March 2025.
3. Approved spending up to \$5,500 to convert the fireplace in the west rental property from wood-burning to natural gas.

Respectfully submitted by Liz Harp