

St. Edward Finance Council Meeting Minutes

May 26, 2022

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

Opening Prayer

Motion to approve April 27, 2022 meeting minutes: Tom Pethan motioned to approve. Nicole Pietsch seconded. Motion carried to approve the April 27, 2022 minutes.

Finances

Reviewed April financial reports. Weekly giving has been down compared to last year. Erin plans to add a message to the mid-June bulletin noting the decrease in giving. Father suggested updating the financial report from showing the investments opening balance to instead show gains/losses. Erin will begin sending a separate report showing the monthly statements of our five investment accounts. Tim Westphal motioned to approve April 2022 financial reports. Mark Hofacker seconded. Motion carried.

Old Business

1. Update on roof insurance claim- Tim Westphal: Security Luebke Roofing will complete roof replacement work in July. Skylights will all be replaced out-of-pocket, and the down payment has been made.
2. Updated lighting in the Narthex and St Nicholas room; Titan LED proposal- Terry:
 - a. Finalized the Titan LED contract with a signed contract to move forward. Lighting project is planned for this summer.
3. Parking Lot—Concrete Poured:
 - a. Cost impact: We were invoiced \$27,000 for the poured concrete in the parking lot. Moving forward, the vendor should provide visibility on the total expense and request approval from Finance Council before the cost is incurred. Nicole Pietsch motioned to approve payment of \$27,000 for the parking lot poured concrete invoice. Tom Pethan seconded. Motion carried.
5/31/22 Update: Invoice amount from Van Camp Concrete was revised to \$23,595.

New Business

1. Expansion discussions/path moving forward- Terry: Kim Goffard asked to push the brakes on re-design of old playground (Phase III outdoor learning center). Looking to explore an addition on the back of church to hold gatherings like funeral luncheons. Boldt and Keller have completed similar projects at other local churches. The new East pavilion will also be an option to hold larger gatherings.
2. Use of Scrip for RE group for tuition support- Tom: Five parish families expressed interest in using scrip purchases to pay for NE tuition. St. Nicholas and other parishes allow this practice. No concerns with this approach were brought up by the group.
3. Review Proposed 2022-2023 Meeting Schedule- Terry: We will add an additional meeting in April 2023 to review budgets. If needed, we can adjust the schedule as needed.

4. Treasurer Trustee Elections: Pat Coonen and Doug Hawley are running in the June election.
5. On June 30, 2022 Father Walter Stumpf will be moving on to his next assigned Parish and Father Robert Chinnapan will be taking his place as administrator, beginning July 1, 2022. Patricia Coonen and Merle Verhagen are the Trustees beginning July 1, 2022 and will be added to our accounts removing all previous trustees (Doug Hawley, Kevin Hawley & Tommy Fassbender). Erin Ebben took over for Joan Hietpas as Bookkeeper in December 2020.

Finance Council Liaison assignments- Update to the Finance Council Team

- a. School- Liz/Nicole: From Renee Cowart:
 - a. All teachers renewed their contracts.
 - b. We've collected all tuition for the 2021-2022 school year.
 - c. 2022-23 enrollment is down 9-11 students. We are down 4 students this year in School Choice or about \$32K. We will have 10 School Choice students next year.
 - d. We passed accreditation with flying colors.
 - e. Currently we have 8 students registered in our new 4k program.
 - f. Renee is working on goals for the next 7years, which are due June 10.
- b. Home and School—Liz/Nicole:
 - a. Preliminary total raised from golf outing is \$17K.
 - b. Playground fund currently has \$32,498, plus the \$17K from item A. is \$49,498.
 - c. Estimated cost of installation from Play Design Scapes is \$90K. Car wash card sales are continuing.
 - d. **6/1/22 Update:** There was an agreement at the Buildings and Grounds meeting to have the new playground installed professionally and be led by project managers Bill Willmer and Dave Calmes. They have secured installation for July 5 for the playground and mid-July for the rubber base. We have a balance of \$43,000 plus approximately \$11,000 for a perimeter fence. There is a stock donation that we ear-marked \$25,000 to be applied to phase two. Liz Harp motioned to use parish funds to cover the balance of the playground, rubber base, and security fence installation which will be an approximate balance of \$29,000. Nicole Pietsch seconded. Motion carried.
- c. Buildings and Grounds—Tim Westphal: Rental property across the street will require roof replacement. Bill is working with Security Luebke to handle all roofing replacements.
 - a. Continuing trying to fill vacant janitor positions.
 - b. All projects are moving forward including work on masonry, bell tower sheet metal, re-grouting the tile in church, school flooring, and more.
- d. Cemetery- Tom:
 - a. Looking for volunteers to mow lawn in cemetery, which will be communicated in June bulletins.
 - b. Grode headstone was not in the right spot on the plot. It cost \$1,800 for Twin Cities Monument to move the headstone and foundation and update the location of the name and date on the headstone. The Grode family is asking the church to pay. The mistake occurred in the 1980s. Plan is to take a look at the headstone and discuss the plan of action with Deacon Jeff.
- e. Tractor Pull—Terry: Moving forward with preparations and recruiting volunteers.

- f. Liaison for cash and equity holdings, investments, Liability/ property insurance -Tom: Market has declined in recent months.
- g. NE and worship –Tom: The new NE Adult Coordinator was hired, Amy Froehlich. No budget shift was needed.

Pastor's Report

1. One by One Capital Campaign starts in July. Ideas for capital projects include the outdoor learning area, auditorium/event space, and outreach. The goal is to raise \$335K over 5 years, with half of the funds staying with St. Edward and half going to the Diocese.

Annual Parish Meeting: August 10, 2022 at 6:00 PM

Closing prayer

Meeting adjourned: Tim Westphal motioned to adjourn. Nicole Pietsch seconded. Motion carried.

Respectfully submitted by Liz Harp