

St. Edward Finance Council Meeting Minutes

May 22, 2025

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

Lectio Divina

Meeting Minutes

1. Reviewed April 2025 meeting minutes. Nicole Pietsch motioned to approve. Mark Hofacker seconded. Motion carried.

Finances

1. Reviewed April 2025 financial and investment reports. Mark Hofacker motioned to approve April financials. Pat Coonen seconded. Motion carried.

New Business

1. Approval of Budgets
 - a. Worship Budget- Tom and Pat:
 - i. The music directors are paid based on how many services they complete.
 - ii. If an additional mass were to be added next year, the utilities (heat and light) expenses would increase. Weekday masses will increase from 2 to 4 days starting in July.
 - iii. Pat Coonen motion to approve the Worship budget for 2025-2026. Tom Pethan seconded. Motion carried.
 - b. NE Budget- Tom:
 - i. The new computer budget was decreased from \$4,000 to \$1,000.
 - ii. Housekeeping budget was decreased to \$650.
 - iii. Pat Coonen motioned to allocate \$2,199 of ERC funds to be used for the renewal of our Formed subscription. Nicole Pietsch seconded. Motion carried.
 - iv. Nicole Pietsch motioned to approve the NE budget for 2025-26. Pat Coonen seconded. Motion carried.
 - c. School Budget- Nicole:
 - i. Nicole Pietsch motioned to allocate \$4,000 of ERC funds to be used for math curriculum updates for grades 1-5.
 - ii. The *Wages- Teachers* budget factors in one additional aid due to high 3K enrollment.
 - iii. Janitorial expense includes Luke's salary. Erin updated this allocation to go to School, vs. fully hitting the Parish budget previously.
 - iv. The Two Eagles grant was adjusted to be reflected as a positive value.
 - v. The fish fry income budget was corrected (increased) to reflect the split of income.

- vi. The bathroom remodel budget was decreased.
 - vii. One teacher is retiring but will continue on as a tutor. Tutoring is offered to families for free by the school.
 - viii. School Choice enrollment increased since last month.
 - ix. Health insurance enrollment: One person dropped and a new person enrolled, leaving zero net change. Still significant increase over amount budgeted last year, as for previous cycle new enrollee information was received after budget was submitted. This is incorporated in 25/26 budget.
 - x. Tim Wesphal motioned to approve the School budget for 2025-26. Nicole Pietsch seconded. Motion carried.
- d. Parish Budget- Tom:
- i. *402.105 Flowers & Environment* budget amount will be updated \$3,000.
 - ii. \$50,000 was included under unrestricted donations as a placeholder for the Mackville Nationals LLC donation, which is an unknown at this point. This represents about half of the amount that the event has profited in recent years, so it serves seemingly as a conservative estimate.
 - iii. Educational subsidy will need to be adjusted to \$345,110.25
 - iv. Clergy expense will more than double due to getting our own priest.
 - v. Janitorial budget decreased due to reallocating Luke's expense to School.
 - vi. Need to add an estimate for *805.106 Utilities – Mackville Road* because the new priest will be living there vs. tenant. Rough estimate is \$2,500.
 - vii. *815.101 Buildings & Grounds Maintenance* was decreased to \$20,000.
 - viii. *885.101 Rectory Rent Expense* should be reduced to \$0.
 - ix. \$-115,937 is the current budget shortfall that needs to be solved.
 - x. Pat Coonen motioned to use funds from Programs and Personnel account to cover the budget deficit. Nicole Pietsch seconded. Motion carried.
 - xi. Nicole Pietsch motioned to approve the Parish budget. Tim Westphal seconded. Motion carried.
- e. B&G Updates – Tim:
- i. Home and School would like to add a 20 x 30 foot sun shade in the playground area for \$13,000, plus \$2,000 for a row of arborvitae to serve as a wind break right inside the fence.
 - ii. Tim Westphal motioned to approve purchasing the new sun shade and arborvitae for \$15,000 in the school playground area using H&S funds. Nicole Pietsch seconded. Motion carried.

- iii. Tim motioned to approve the fencing project at the West rental property. Pat Connen seconded. Motion carried. The costs will be covered by a grant.

Closing prayer

Meeting adjourned

Approval Summary from 5/22/2025 Meeting

1. Approved April 2025 meeting minutes.
2. Approved April 2025 financial & investments reports.
3. Approved the Worship budget for 2025-2026.
4. Approved allocating \$2,199 of ERC funds to be used for the renewal of our Formed subscription.
5. Approved the NE budget for 2025-26.
6. Approved allocating \$4,000 of ERC funds to be used for math curriculum updates for grades 1-5
7. Approved the School budget for 2025-26.
8. Approved using funds from the *Programs and Personnel* account to cover the 2025-26 Parish budget deficit of \$-115,937.
9. Approved the Parish budget for 2025-26.
10. Approved the purchase of a sun shade and arborvitae for the school playground area for \$15,000 using H&S funds.
11. Approved the fencing project at the West rental property. The costs will be covered by a grant.

Respectfully submitted by Liz Harp