

**St. Theresa of the Child Jesus
Finance Council Minutes
December 14, 2023**

Present: Margie Pope, Tom Hueholt, Jeanne Thill, Judy Kendzora, Kevin Olsen, Jimmy Sarcone, Paul Galloway, Paul Johnson

Absent: Mary Gisler

Ex-Officio: John McMichael, Kenneth Seymour, Fr. Raphael Assamah,
Fr. George

Guest: Gretchen Watznauer, Principal

The meeting began at 5:33 PM on December 14, 2023 with a quorum present. Fr Raphael opened with a prayer.

Roll Call: All members were present.

Approval of Minutes from Last Meeting: Margie Pope moved and TKevin Olsen seconded for approval of the minutes from the October 16, 2023 meeting. Motion passed and minutes were approved.

Reports:

Tuition: Gretchen reported school enrollment has not changed. 1 account delinquent 2 months but working on a payment plan.

Regionalization: St Theresa had a meeting with the region team about budgeting and they needed additional information which will be provided. Still working on how individual line items are charged to the region versus parish/school. Also meet with human resources to discuss payroll structure that will be implemented at conversion to region. Questions continue to be raised on separation of duties between region and Dowling employees as well as decisions impacting schools mirroring Dowling. In parish assessment amount, the question as to whether any excess paid would be refunded to the parish would be raised. Kenneth will ask.

Tuition projections: Kenneth reported that tuition increase anticipated at 10%. For families who do not qualify for ESA/CTO, additional tuition

assistance may be needed for 2024/25 to help cover the increase, perhaps from the St Theresa Foundation and the parish tuition assistance fund.

Monthly Financial Statements - John McMichael

Financial statements ending November 30 were reviewed and questions addressed.

Capital Campaign Good news. Ignite campaign parameters have changed; our goal was lowered and we received \$76+ thousand. John will find out if this is a total payment or if we will be receiving additional monies as pledges are paid.

ADA John made a projection of being approximately \$9,000 short of goal based on actual gifts. He will review reports to see if all pledges have been paid.

Laddered CDs \$200,000 due tomorrow at 4.85%. John will check on rates as of tomorrow looking at rates for up to 12 months.

Foundation: Paul Galloway, treasurer for the Foundation board, provided a recap of the Foundation board member structure and they meet quarterly. There is an investment subcommittee. We currently have two foundations and two other funds which cover the parish and the school. 4% of year end balance of the St Theresa Foundation is used for school/parish needs totalling about \$30,000. The School Foundation gives out up to 5% of the year end balance; requests for assistance and the amount disbursed varies from year to year. The other two funds are the Fr. Hoefler Fund (to support school development) and the Sister Jude Fund (for extra curricular fees, for example). Current balances include: Fr Hoefler \$217K, Sr Jude \$61K, St Theresa Foundation \$1,885K, and School Foundation \$144K.

Pastor's Report: Fr. Raphael

1. Strategic Pastoral Visioning: Wrapping up report and coaching pastoral council executive to implement and act. The parish report is scheduled for this weekend, December 16 & 17.

2. Tithing/Finances: While Jeanne Thill focuses on Stewardship in the Spring, there is the need to discuss our current tithing and map up strategy to get more members on board. I will suggest the weekly contributors on tithing per household should be made monthly. This will capture those who tithe once a month etc. Example, 143 out of 900+ contributed on the weekend of December

3rd. Tithing was a major concern in the survey last year and still comes up in the listening sessions. ADA: I will suggest the council gets a member as chair for each year to drive home this campaign.

3. The Annual Parish Report was given out last weekend. The Actual presentation on finances will be done early next year.

4. As the strategic Pastoral vision moves into implementation, my focus area will be Organizational structure. This will also include the chain of command, committees, and ministries roles. This chart is to help individuals become effective in their respective ministries as well as give clarity to church members.

5. The safety committee is working on labeling various doors and a map for the church. This is to help us locate needed items in the church.

6. Mardi Gras: Due to the school Gala, this will be a social event with free will donation. However, we need to identify a specific need. Jean Johnson is planning this event.

PASTORAL PRIORITY: 1 PRAY

Strategy: Participate in Liturgy has these action steps:

P1.1 Offer larger print options for missal

P1.2 Promote Eucharistic Adoration

P1.3 Increase Mass music variety

P1.4 Facilitate youth participation in liturgical roles

Strategy: Spark personal prayer has these action steps

P2.1 Introduce types of prayer

Strategy: To Embrace lifelong faith learning

P3.1 Hold Faith, Fun, Food event

PASTORAL PRIORITY: 2 SERVE

Strategy: Share our gifts has these actions steps:

S2.1 Revamp Time & Talent Survey Form

PASTORAL PRIORITY: 3 CELEBRATE

Strategy: Elevate Welcoming has these action steps

C1.1 Revitalize Greeter Ministry

C1.4 Organize Meal Train service

C1.6 Foster Senior & Student connections

Strategy: Sharpen communication has these action steps

C2.1 Form a Communications Committee

C2.2 Assess current membership data

4 EMERGENT INITIATIVES include these projects

E1 BCC Neighborhood Masses

E3 Eucharistic Book Studies

E2 Faith Expressions Sessions

E4 Stewardship Learning

E5 School Families Sunday Masses

New Business

- Priest housing expense motion to remain at \$1,100 month made by Jimmy Sarcone and Tom Huehold, seconded. Motion passed.
- Kenneth discussed proposal from UPN for new phone system totalling \$23,000. This is the upfront cost with minimal ongoing expense. Our current phone system sporadically does not work and this system does not have any updates available since 2013. Tom Hueholt made a motion to approve the expenditure. Paul G asked to confirm we have enough bandwidth. Kenneth will check on bandwidth. Motion tabled subject to finding out bandwidth.
- New finance council members joining the parish will be Sergio Loch and Aaron Friess. Both Tom Hueholt and Margie Pope will be retiring from the board. Thanks to Tom and Margie for their years of service to St. Theresa Finance Council.

Unfinished Business:

- 2024/25 Budget process to start in January/February.
- Parish Finance Council Guidelines: Judy to meet with Father to review strategies for improving finance council operations.

Business Conducted via Email: Approval of Automated Logic agreement to control HVAC in church. Email was October 22, 2023.

Next Meeting: Next meeting is Thursday, January 11, 2024 @ 5:00 pm at the church offices.

Closing Prayer & Adjournment: The meeting was adjourned at 7:36 pm with a blessing by Father George.

Respectfully submitted,

Jeanne Thill