

St. Theresa Parish Finance Council Minutes

Thursday, September 12, 2024

5:30 PM to 7:00 PM

Members Present: Judy Kendzora, Paul Johnson, Mary Gizler, Jeanne Thill

Members Not Present: Jimmy Sarcone, Sergio Loch, Kevin Olsen, Aaron Freiss

Others Present: Fr Raphael, Fr Mike, John McMichael, Gretchen Watznauer, Kenneth Seymour

Finance Committee called to order at 5:40.

I. **Opening Prayer** - Fr. Raphael led us in an opening prayer inviting the Holy Spirit to guide us.

II. Roll Call

III. **Approval of Minutes** from July Meeting – Mary Gizler made a motion, Paul Johnson seconded. Motion Passed.

IV. Reports:

A. **School** – Gretchen Watznauer As of today, we are at 83% capacity 2 year old thru 8th grade. K-8th grade is at 100%, with a few more students this year. 2 and 3 year olds are not full. Pk - 8 families decided not to attend; with 18 students now in PK now in morning and Sarah is assigned to other duties in the school. Next year, she will teach morning PK, paid by universal PK and in the afternoon work with those students on specials.

B. **Regionalization Plan updates** - Gretchen reported no new information as of last week's administrator meeting. St Theresa will move to region for 2025-26 school year with recruitment beginning in October 2024, assessment will also begin payment in October.

C. **Monthly Financials** – John McMichael. Questions on Accounts Receivable were answered and due to school lunch expenses were not set up for September, in error. Tithing has been maintained through the summer.

D. **ADA updates** – John McMichael. With pledges and gifts, we are short approximately \$4,500 with 238 donors. Finance council encouraged chairs of ADA to address the congregation to encourage parishioners to contribute.

E. **Laddered CD's** – John McMichael Two coming due in September/October. Paul Johnson discussed anticipated market changes and encouraged us to look at slightly longer term.

F. **Pastor's Report** – Father Raphael.

- Fr. meet with Diocese about need for a capital campaign anticipating a 2026 campaign date. 2025 will be the planning year for the campaign. Proceeds from the campaign will be used for the HVAC and mechanical systems for both the parish and school.

- Fr. will be looking at a specific weekend each month for the building funds second collection.

V. **New Business:**

A. **Discuss and vote on safety projects –**

1) **walkie talkies** - Kenneth recommended Unplugged for a total of 43 radios (30 from grant and 13 from retention grant from child care). Mary made motion to approve Unplugged, Paul seconded. Motion carried.

2) **safety film** - Kenneth recommended Iowa Sun Control, Inc. as we had used them for our church. This will be funded through the Safety grant. Jeanne made a motion to accept Iowa Sun Control, Mary seconded. Motion passed.

B. Annual Diocesan Financial Report Kenneth reviewed the report as it is to be submitted to the Diocese. Members of the finance council will need to sign report before submission to the Diocese.

VI. **Unfinished Business:**

A. **Safety Committee Report** – Kenneth Seymour/Jimmy Sarcone: Gretchen reported for committee from August meeting. Columbine locks were installed on all classroom doors. A master key can now unlock all doors. East end doors were replaced with fire rated doors. Entry for school reconfigured so no access to school without entering school office. Sidewalks replaced. New mulch and barrier for playground. Curbs painted. Daycare sidewalk replaced. Drills for fire, tornado, intruder when outside.

B. **Investment Policy** – Kenneth Seymour/Paul Johnson Kenneth distributed via email the draft investment policy for St. Theresa as well as the Diocese investment policy. Committee asked to review and will bring to vote at next meeting.

C. **Follow up on Finance Council areas of responsibility:** Need Finance Council rep on Financial Planning/Development; Technology. New reps are Building and Grounds - Mary Gisler; Capital Campaign - Paul Johnson.

VII. **Business Conducted via Email** None

VIII. **Executive Session**, if needed

IX. **Next Meeting**

Thursday October 10, 5:30PM

X. **Closing Prayer** Fr. led us in a final prayer. Adjournment at 7:43pm.