

**St. Theresa Parish Finance Council**  
**Meeting Minutes**  
**Thursday, May 8 2025**  
**5:30 PM to 7:00 PM**

**Members Present:** Sergio Loch, Judy Kendzora, Jeanne Thill, Randy Hanten and Jimmy Sarcone

**Members Absent:** Kevin Olsen, Paul Johnson, Mary Gisler

**Other Attendees:** Kenneth Seymour, John McMichael, Gretchen Watznauer, Deacon Mike Knipp, Fr. Raphael, Steve Michaud, Fr. Mike Mahoney (joined after evening Mass).

The meeting was called to order at 5:35. Opening Prayer led by Fr. Raphael.

Roll Call of participants was taken. A quorum was present.

A motion to approve the April 10, 2025 minutes was made by Sergio Loch and seconded by Randy Hatten. Motion passed.

**Reports:**

School – Gretchen Watznauer. Enrollment for 2025-26, 97% of students returning. 261 students enrolled for next year for 2 year olds through 8th grade. The region is taking over tuition management; except CTO. CTO managed by school. For 2024-25, 55.8% eligible for ESA. All teachers and associates are returning for 2025-26 school teachers. Need 1 additional part-time associate for next year.

Discussion of Regionalization Plans was included in the budget report.

Monthly Financials – John McMichael. Reports will be sent out later as it is early in the month.

ADA updates – John McMichael. Refund of \$7,249.09 for last year's ADA. This year, we are at \$99,618 or approximately  $\frac{2}{3}$  of our goal. Now that Easter is done (and Pope is elected), Fr Raphael said we will again promote contributing to the ADA.

Laddered CD's – John McMichael. John shared listing of all CDs, due date and rate of return ranging from 4.15% to 5.4%.

Pastor's Report – Father Raphael. Fr. Raphael shared photos taken by Chelsea Dellaca of the HVAC systems located in the basement to the east of the bathrooms and school basement. Kenneth pointed out areas where repairs have already been made and the many repairs that need to be made. The majority of the outside chillers at both church and schools all need to be replaced.

Fr. Raphael announced that seminarian Dominic Nguyen will be at our parish over the summer.

## **New Business**

HVAC Estimates – Kenneth Seymour. The original estimates of \$9 million and \$7.5 million were unreasonable. Kenneth is seeking other estimates to replace needed components of the HVAC system. Jimmy recommended putting together a bid package to invite mechanical companies to give a bid. Fr. Raphael asked Jimmy to assist Kenneth in obtaining bids.

Fundraising – Deacon Mike Knipp. Deacon Mike has been doing fundraising for approximately 20 years, including a geothermal project. He asked some historical questions on previous campaigns and if there are some significant donors within the parish.

## **Unfinished Business:**

2025-26 Budget – Kenneth Seymour. The proposed budget was reviewed with updates from last month's meeting. The St. Theresa Foundation will contribute \$50,000 towards operating. The regional assessment was increased by \$20,000 from the amount we discussed in April. Tim Schulte will be invited to attend the finance council in the future. With the additional changes of approx. \$3,400, St. Theresa Parish will have a net gain of approximately \$7,500. Jimmy Sarcone made a motion to accept budget with final adjustments, Sergio Loch seconded. Motion passed.

There was no Business Conducted via Email during the previous month.

No Executive Session was needed.

The next meeting of the finance council will be Thursday, June 12, 2025; 5:30-7:00PM.

Closing Prayer & Adjournment. The meeting adjourned at 7:00 pm. Fr. Mike offered a closing prayer.

Respectfully submitted,  
Jeanne Thill  
Secretary