

St. Theresa Parish Finance Council
Minutes: Thursday, June 12, 2025
5:30 PM to 7:00 PM

Attendance: Paul Johnson, Judy Kendzora, Randy Hanten, Sergio Loch

Attendance via Teams: Jeanne Thill, Kevin Olson

Others in Attendance: Steve Michaud, Fr. Raphael, Fr. Mike, Gretchen Watznauer, John McMichael

Absent: Jimmy Sarcone, Mary Gisler

Finance Council meeting was called to order at 5:38 pm with a quorum present. Opening Prayer was led by Fr. Mike Mahoney. Fr. Raphael will return to the meeting following Mass.

A motion to approve Minutes from May 8, 2025 (with spelling of names corrected for Hanten and Gisler) finance council was made by Sergio Loch, seconded by Randy Hanten. Motion passed.

Reports:

School – Gretchen Watznauer. **Enrollment** for 2025-26 looking good; only kindergarten has room to grow plus 11+ student openings in daycare. We still have 14 students (11 families) need to sign in to Blackbaud for **ESA**. Need 2 PT teacher associates, kitchen **staff**. Applications received for bus drivers; though none with qualifications. **Gala:** numbers are still being finalized due to some difficulties with the categorization of contributions.

Regionalization Plan Updates – Gretchen. **Managerial Service Agreement** effective July 1. Fr. Raphael has signed the one year agreement. Some concerns raised: Sergio found it unacceptable that the regional **school board** is only finance members; none with an educational/academic background and has expressed his concerns to the regional president. Paul Johnson asked about formula for determining **management fee**; no information known at this time. He also requested an accounting of the full region income/expenses for **transparency** purposes. Fr. Raphael believes Kenneth will receive that information though noted the region is not designed to make a profit nor build reserves. Paul asked about **Bus service** and related income/expenses. Service will continue as it has in the past, no change with regionalization for this contract period. Revenue from bus riders comes to St. Theresa for any maintenance, costs, etc. Sergio asked about the expenses related to the **HVAC** system at the school and how that fits into regionalization expenses. Fr. Raphael explained the physical plant of our school remains our expense to incur.

Monthly Financials, ADA Updates and Laddered CDs John McMichael. Sergio asked about the difference in tuition budget and actual; John indicated it was a timing issue which ESA monies are received just twice a year. St. Theresa is on a cash basis accounting. Some months will appear to have greater revenue than anticipated. **CD** totals are approximately \$600,000 after a CD which matures in 10 days will be redeemed and used for year end operating expenses. The JP Morgan CD, which had a call feature this past month, was not called and those dollars remain invested. John was asked if **Restricted** donations were included in the formula to determine our ADA goal. They are not. **ADA** for 2025 is currently at \$105,818 pledged and/or received towards a goal of \$149,539, or 70.8% of goal. 184 contributors so far this year out of more than 900 registered families. Overall, the diocese goal for all parishes is at 63%. **Parish membership** as compared to donors is very low. Multiple steps need to be taken to a) determine if current roster of parishioners is accurate for determining ADA goal b) reach out to past donors to contribute to ADA for 2025 c) develop a process to encourage more members of parish to contribute.

Pastor's Report – Father Raphael

Bishop Joensen recently met with Fr. Raphael about transitioning the **St. Catherine African Catholic Community** to St. Theresa. The St. Catherine Church needs to be focused as a Newman Center. Fr. Raphael is looking at what time on Sunday would work for their Mass (perhaps 1:30/2) and what additional space might be

needed for faith formation for their youth. The selection for **parish hall carpet** has been made with the hope of installation during July. Some work was done today on the **air conditioning** in the church.

New Business:

Finance Council New Leadership/Membership - Judy announced this was her final meeting serving on finance council as she has served more than 6 years. She was thanked by Fr. Raphael and all members of finance council for her service. **New finance council member** will be Barb Dempsey; beginning in July. The floor was opened for nominations for a new chair; Fr. Raphael recommended Jeanne Thill and she accepted the position. A new secretary for finance council will be needed beginning with the July meeting.

Unfinished Business:

HVAC Estimates - No new information to report.

Business Conducted via Email

A majority of finance council members voted approval to proceed with relocating daycare/bathrooms to school building. Room to be used was a kindergarten space. Licenses are needed to proceed with construction.. Dream is to have it completed by August 25. The future use of the current daycare space, and any related expenses to renovate, will be determined at a later date.

Executive Session, no session was needed.

Next Meeting of the finance council will be Thursday, July 10, 2025; 5:30-7:00 PM in the parish offices.

Finance Council concluded at 711 pm with closing prayer led by Fr. Raphael.