Thursday, April 30th, 2026
Finance Council Meeting Minutes

Present: **Father Don Everts (Pastor), Jeremy Borchardt (Staff Liaison), Curt Moore (Treasurer Trustee), Jeff Mulloy (Chair), Bret Liebmann, John Adams and Tom Blaney.**
Not Present: **Chris Cumicek and Erik Kelly**

The meeting began with a prayer by Father Don.

- The parish's worship space renovation was discussed. So far, the hearing loop, worship/chapel areas' carpeting and new cameras have been installed. We are awaiting the new projector, new screen, av desk and all audio components. The hearing loop cannot be activated until the new av equipment is installed. Jeremy will be submitting the grant application for the hearing loop. If the bill comes due prior to receiving grant funds, the one-by-One fund will be utilized. The costs incurred by the parish for the removal of the organ and baptismal font were minimal (only tool rentals and dumpster).

- The parish has a CD coming due in May. The CD will be renewed at the same rate, amount and duration (6mo / 4%). Its contents will be slightly altered, however. $5,000 extra will be taken from the Capital Improvement Fund and $5,000 less will be taken from the Advancing The Mission capital Fund in order to be prepared to fund the new baptismal font if we do not receive sufficient sponsorships.

- Jeff Mulloy motioned and Bret Liebmann seconded to approve to the re-investment of the $150,000 certificate and to utilize $12,000 from the one-by-One fund to pay for the hearing loop if grant funds are not received in time to pay the invoice. All voted in favor without exception

  - January and February financials were reviewed. January's offerings and loose change continued their positive trends. Jeremy itemized several restricted donations that were expensed in January totaling $4,348.48. Our musicians' expense once again exceeded budget. Jennifer Poehlmann (Liturgical Coordinator) and Maria Hinnendael (Choir Director) will be discussing changes that will reduce next fiscal year's musician expenses.

  - February's offerings fell short of budget, but they remain slightly ahead of last year's figures. Income from SCRIP purchases and Fish Dinner ticket sales began in February. The fish

dinner was a great success, posting a net income of $3,928. It is unclear if the fish dinners will be taking place next year. Income will not be budgeted for fish dinners in 2026-27. Through February the parish was posting a minimal surplus of $1,012.

- Though financials were only officially completed through February Jeremy was able to provide insight through April. Offerings exceeded last year's mark by $8,968 (or 1.5%) and loose change was ahead of last April by 8.2%.

- The parish's investments were reviewed. The parish's St. Francis Xavier Fund and SEAS Fund continue to earn far more favorable returns than our bank's Checking (0.50%) and Money Market (0.20%) rates. The parish's one-by-One Fund consists of $91,190. The St. Francis Xavier fund experienced a significant drop in March, but is still performing well year-to-date.

- Bret motioned and Jeff seconded to accept January and February financials. All were in favor without exception.

- The group then discussed the 2026-27 budget. A deficit of $89,421 was projected. The council was provided with a detailed itemized budget prior to the meeting. The main difference in budgets moving forward will be the absence of Federal Grants. This year, we received our last installment.
- Jeremy went through various assumptions that need to take place to limit the deficit to $89,421. One of the sited assumptions pertained to Employee Benefit Elections during open enrollment. Open enrollment runs from 5/1-5/15 and the current budget assumed that there wouldn't be any employee election changes. Employee benefits represent a large budget line item and there can be significant changes during open enrollment.
- A discussion began regarding budgeting for unforeseen gifts and unrestricted memorials. At the onset, $10,000 was budgeted for unforeseen gifts and $2,000 was budgeted for unrestricted memorials. Bret suggested utilizing a rolling average for these line items as opposed to attempting an estimation. The idea seemed to gain traction among the council members. After the meeting, Jeremy calculated the 3-year rolling average and subsequently adopted the figures which reduced the projected deficit from $89,421 to $82,461. Beginning with fiscal year 2026-27, a three-year rolling average will be used to budget for unrestricted memorials ($1,277) and unforeseen gifts ($17,683).
- Personnel expenses were discussed. Though our personnel expense line is our largest expense, salaries have only gone up 8% over the last 10yrs. The parish also maintains a healthy balance between Administration (33%), Pastoral/Liturgical (31%), Maintenance (19%), Faith Formation (13%) and Music (5%) salaries. It was noted that health insurance premiums will be increasing another 8% next year.
- The council then reviewed a number of action steps that can help reduce the deficit budget. They include (but are not limited to): Increased communication with parishioners, additional SCRIP promotions and pursuing additional giving campaigns. More discussions about this will resume during the Joint Finance/Pastoral council meeting on Thursday, May 21st.

- The St. Francis Xavier fund can be used to assist with an actualized budget deficit. The current balance in the fund is $367,688 as of 3/31/26.
- Tom Blaney motioned and Jeff Mulloy seconded approving the 2026-27 budget ($89,461 deficit which was later reduced to $82,461 after the 3-year rolling averages for unforeseen gifts and unrestricted memorials were adopted). All were in favor without exception.

An update on our giving envelope initiative was provided. 18 households have given that haven't over the past 12 months totaling $2,395 in gifts. Envelopes will be sent again for July-Sept. We will continue to monitor the progress.

Our SCRIP fundraising program was reviewed. The parish has earned over $1,600 in rebates since our first order on February 3rd. 37 households have placed orders for physical cards and 39 households have created online accounts.

The Bishop's Appeal is underway. The parish is keeping pace with last year's donors and dollars raised. Our goal was reduced by $107 from last year. This year's goal is $73,751 and we are over 90% of the way there.

The parish will be participating in a pictorial directory in May. All appointment slots have been filled. The parish will not incur any costs for the event.

The parish's summer picnic will take place on Sunday, June 14th. Raffle tickets have arrived and feature similar cash prizes. It will again be an outdoor event and food will be sponsored by our Knights of Columbus. This is the parish's largest annual fundraiser.

Meeting adjourned at 8:00pm.

Next meeting will be Thursday, May 21st and it will be a joint meeting with the Pastoral Council. All members are encouraged to attend.

Respectfully submitted by Jeremy L Borchardt (staff liaison)

Thursday, March 5th 2026
Finance Council Meeting Minutes

Present: **Father Don Everts (Pastor), Jeremy Borchardt (Staff Liaison), Curt Moore (Treasurer Trustee), Jeff Mulloy (Chair), Bret Liebmann and Tom Blaney.**
Not Present: **Chris Cumicek, Erik Kelly and John Adams**

The meeting began at 6:00pm with a prayer by Father Don.

December financials were reviewed. Offerings through December were nearly identical to last year's figures, differing only by $205. December is historically our largest income grossing month as many parishioners give their one-time donations prior to year-end. Loose change trends continue to surpass expectations. Loose change was ahead of budget by 15% and exceeded last year's figure by 10%. The month ended with a surplus, but figures were slightly skewed due to a 3-payroll month.

Though financials were only officially completed through December, Jeremy was able to provide insight through February. Offerings exceeded last year's mark by $1,100 and loose change was ahead of last February by 8%.

Qualified Charitable Distributions and E-giving statistics were reviewed. Examples of QCD's include IRA Distributions, Charitable Foundation Donations and Gifts of Stock. Comparing July-February of last year to this year, QCD's are up nearly $35,000 or 37%. 11 additional donors have given through these methods. While E-givers remain steady, total giving has gone down 3% or roughly $9,000.

The parish's investments were reviewed. The parish's St. Francis Xavier Fund and SEAS Fund continue to earn far more favorable returns than our bank's Checking and Money Market rates. The parish's one-by-One Fund consists of $91,087. At this time, there are no pending circumstances that would require withdrawals from the fund. The parish's 6month certificate matures in May.

Jeff motioned and Bret seconded to accept December financials. All were in favor without exception.

The parish's upcoming worship space renovation was discussed, and the final scope of the project was reviewed. All funds have been received from the parish's anonymous donor. The diocesan proxy application has been signed by parish leadership and is ready for submission. Upon receipt

of the approval, a grant application will be submitted for the sound looping system. The target start date is Monday, April 13th.
Jeremy then provided a 2026-27 budget preview. A deficit of $119,000 is projected. A bulletin article outlined this reality to parishioners a few weeks back. Jeremy will be providing an itemized budget to the council and action steps will be reviewed at our next meeting.

An update on our giving envelope initiative was provided. 15 households have given that haven't over the past 12 months totaling $1,609 in gifts. Envelopes will be sent again for April-June. We will continue to monitor the progress.

Our SCRIP fundraising program was reviewed. The parish has earned over $630 in rebates since our first order on February 3rd. 52 households have placed orders. New local vendors will be available soon which should boost interest in the program.

The Bishop's Appeal is underway. The parish is keeping pace with last year's donors and dollars raised. Our goal was reduced by $107 from last year. This year's goal is $73,751.

The parish will be participating in a pictorial directory in May. The parish will not incur any costs for the event.

A new Welcome/Ministry/Giving card is being designed to be present in the pews. The card will feature a QR code making giving easy and convenient for visitors or parishioners who may have forgotten their donations.

The council will meet again in April. Potential dates will be forwarded to the group.

Meeting adjourned at 7:15pm.

Respectfully submitted by Jeremy L Borchardt (staff liaison)

Thursday, January 8th 2026
Finance Council Meeting Minutes

Present: **Father Don Everts (Pastor), Jeremy Borchardt (Staff Liaison), Curt Moore (Treasurer Trustee), Jeff Mulloy (Chair), John Adams and Tom Blaney.**

Not Present: **Chris Cumicek, Bret Liebmann and Erik Kelly**

The meeting began at 6:00pm with a prayer by Father Don.

October through November financials were reviewed. October income actuals were in line with budget. The parish once again received the annual Lumen Christi grant ($3,241). The grant stems from the "Advancing the Mission" capital campaign that took place many years ago. Restricted donations totaling $15,842 were itemized and explained.

The month of November ended positively. The parish's certificate of deposit matured, resulting in $3,175 of earned interest. The certificate ($150,000) was reinvested on Nov 14th for 6 months at 4.05% APY. Loose change tracked 18% ($2,423) higher than in the same period last year. Restricted donations totaling $2,328 were itemized and explained.

The parish's investments were reviewed. The parish's St. Francis Xavier Fund and SEAS Fund continue to earn far more favorable returns than our bank's Checking and Money Market rates which again were reduced in November. The parish's one-by-One Fund received contributions in November and currently has a balance of $90,383.

Tom motioned and Jeff seconded to accept October and November financials. All were in favor without exception.

Offering comparisons were presented to the council. 2024/25 Offerings, Christmas Collections and QCD's were compared to those of 2025/26 for the months of July-December. This year's totals are tracking very closely with last year's differing only by $1,863. Twelve more households donated via QCD's than last year resulting in a positive difference of $37,162.

In January, all parishioners who give via envelopes were mailed a quarterly envelope packet. 637 envelope packets were sent out. Typically, only 120-130 are sent out on a quarterly basis. This is an attempt to re-engage parishioners. Several households have already responded in the first few weeks. We will continue to monitor the progress.

Additional information was provided regarding the parish's upcoming worship space renovation. The goal is to have the project completed before Lent. In addition to the initial scope, AV and camera upgrades will be taking place. The parish is still waiting on final figures for the removal of the organ and baptistry, AV/Camera upgrades, and carpeting. The council discussed and agreed to replacing the baptistry with a fixed unit. All figures will be presented to the council prior to diocesan submission. Father Don will begin informing the congregation about this exciting upcoming transformation.

To help fuel our fundraising efforts, the parish will be participating in the SCRIP (by RaiseRight) program. The rollout is scheduled for the end of January. Jeremy met with the Holy Family School SCRIP coordinator, and both agreed to a process that will be mutually beneficial to the parish and school.

The parish's 2026 Class A and Class B raffle licenses have been renewed. 1099-NEC's are also being processed for those musicians and priests who surpassed the $600 annual compensation limit.

Our next meeting is scheduled for Thursday, February 26th @ 6pm.

Meeting adjourned at 7:15pm.

Respectfully submitted by Jeremy L Borchardt (staff liaison)

Thursday, November 6th 2025
Finance Council Meeting Minutes

Present: **Father Don Everts (Pastor), Jeremy Borchardt (Staff Liaison), Jeff Mulloy (Chair), Bret Liebmann, Erik Kelly, Chris Cumicek, John Adams and Tom Blaney.**

Not Present: **Curt Moore (Treasurer Trustee)**

The meeting began at 6:00pm with a prayer by Father Don.

Jeremy played a song by Mike Malagies who is a Christian rapper. Jeremy's son heard about it from some friends and played it recently at home. It was an encouraging sign that youth is getting engaged in their faith and reminds us all that we should continue to reach out and find ways to meet youth where they are in their faith journey.

July through September financials were reviewed. The parish received its last ERC (Earned Retention Credit) installment in July ($87,120). Though this will sustain the parish through the next several months, there is still an urgent budget reality. The parish needs new members and needs to find new creative ways to increase income to support operational expenses.

Several capital expenditures were explained. Roof rail guards, safety upgrades at the rectory and new hospitality tables/chairs were among some of the quarterly expenses. It's important for the parish to know the difference between an operational expense and a capital expenditure. These recent expenses do not affect our operations budget. They were paid for through restricted funds for improvements and fixtures. The parish still faces operational budget hardships, however restricted capital funds cannot be used to assist with an operations budget.

Through September, loose change was tracking 21% higher than this time last year. This is an encouraging sign as it translates to increased mass attendance.

At the end of September, Father Don's personnel leadership role at the diocese ended. His additional responsibility resulted in a 20% reimbursement each month from the diocese for pastor-related expenses. This unforeseen change will have a negative budget impact of $11,750.

Jeff motioned and Tom seconded to accept July-September financials. All were in favor without exception.

The parish's investments were reviewed. The St. Francis Xavier Fund and SEAS Fund experienced positive gains fiscal-year-to-date. The parish has a 6-month certificate earning 4% that comes due this week. The funds consist of restricted funds that won't be needed over the next six months. Jeff Mulloy will research options for a better yield at the Bank of Luxemburg. Tom motioned and Bret seconded to move the CD to the Bank of Luxemburg pending the final Yield figure. All were in favor without exception (Jeff abstained to avoid conflict-of-interest).

The parish's one-by-One Fund contains roughly $90,000 which can assist the parish with any needs that correlate with its case study.

Father Don will be completing discussions with GRACE regarding our past subsidies. Father hopes to negotiate a 4-year payback plan for either a $50,000 or $60,000 figure. Tom motioned and Jeff seconded approving this approach to finalizing the parish's GRACE subsidy issue. All were in favor without exception.

The parish will undergo a worship space renovation in January that will include a new sound loop, carpeting, baptistry and a few Audio/Video upgrades. The project also includes new tiling in the sacristy. An anonymous donor has generously provided the funding for the entire initial scope of the project. Additional discussions are underway regarding the parish's organ and choir space. Any project that alters a worship space requires diocesan approval. This process is underway. Father Don will begin informing the congregation about this exciting upcoming transformation. Tom motioned and Chris seconded approving the project. All were in favor without exception.

To help fuel our fundraising efforts, the parish will be participating in the SCRIP (by RaiseRight) program. The rollout is scheduled for January. Jeremy met with the Holy Family School SCRIP coordinator and both agreed to a process that will be mutually beneficial to the parish and school.

A recap of the parish's Fall Fest was given. Though not a formal fundraiser, the parish did net roughly $450 in profits which will be transferred to the Faith Formation Mission Restricted Fund. A large "thank you" to The Drift Inn which provided the Chili at a generous discount. The event was well-attended and provided a wonderful opportunity for our youth to get involved at the parish.

Parish staff will once again be developing an advent brochure that will include a wealth of opportunities for parishioners to get involved during the season. The parish will again have two masses on Christmas Eve and one mass on Christmas morning. Christmas falls on a Thursday this year.

In May of 2026 SEAS will once again be participating in a parish directory. It has been seven years since the last directory was done. There will be more information on this in the coming months.

Our next meeting is scheduled for Thursday, January 8th at 6pm.

Meeting adjourned at 7:25pm.

Respectfully submitted by Jeremy L Borchardt (staff liaison)

Wednesday August 27th, 2025
Finance Council Meeting Minutes

Present: **Father Don Everts (Pastor), Jeremy Borchardt (Staff Liaison), Curt Moore (Treasurer Trustee), Jeff Mulloy (Chair), Bret Liebmann, Erik Kelly, Chris Cumicek and John Adams.**

Not Present: **Tom Blaney**

The meeting began at 6:00pm with a prayer by Father Don.

May Financials were reviewed. Loose change offerings were up 11% over last year, which suggests that mass attendance is trending upward. The parish incurred a few unexpected expenses in May which included electrical work in the worship area and tree damage from a storm, but the month still concluded with a surplus year-to-date. The parish fulfilled its annual sponsorship commitment to the Hope Center in May as well.

The parish's annual picnic took place in early June, and its results were discussed. Overall, it was a successful outing. The event netted over $13,500, but the parish still fell short of its overall fundraising budget goal by $6,000.

To help fuel our fundraising efforts, the parish will be participating in the SCRIP (RaiseRight) program. The council discussed the potential challenges of the program and narrowed in on a rollout timeline. The parish hopes to have the program up and running prior to Advent.

June 30th marked the end of the fiscal year. A draft of the parish's annual report was provided to each council member. Mass attendance, giving trends and capital improvements were discussed. The parish ended the fiscal year with a surplus of $6,039.97. It is important to note, however, that a few non-traditional income items contributed to this result. The parish received a government grant in the amount of $61,379.44. The parish was also fortunate to receive an anonymous gift of $25,000 during the year.

The parish's investments were reviewed. The St. Francis Xavier Fund and SEAS Fund experienced positive gains fiscal-year-to-date. The parish also has a 6-month certificate earning 4% that will come due in November. The one-by-One Fund still contains roughly $90,000 which can assist the parish with any needs that correlate with its case study.

Jeff Mulloy motioned, and Bret Liebmann seconded to accept financials through fiscal year-end. All voted in favor without exception.

The parish has been looking into a worship space renovation that includes a new sound loop, carpeting, baptistry and a few Audio/Video upgrades. The project also includes new tiling in the sacristy. Any project that alters a worship space requires diocesan approval. An anonymous donor has recently stepped forward with an interest in assisting with this project. Jeff Mulloy motioned and Bret Liebmann seconded to approve the project pending confirmation of donor intent.

Father Don explained a Pastoral Council initiative to revitalize the parish with the primary goal of enhancing mass attendance. The council was provided with an initial draft of a diagram that outlined ideas and action steps.

The parish's annual meeting will take place on Thursday, September 25th. Each member was encouraged to attend. The meeting will take place in conjunction with a volunteer appreciation dinner.

Our next meeting is scheduled for Wednesday October 29th at 6pm.

Meeting adjourned at 7:15pm.

Respectfully submitted by Jeremy L Borchardt (staff liaison)

Wednesday, February 12th 2025
Finance Council Meeting Minutes

Present: **Father Don Everts (Pastor), Jeremy Borchardt (Staff Liaison), Curt Moore (Treasurer Trustee), Jeff Mulloy (Chair), Tom Blaney, Erik Kelly, Bret Liebmann and John Adams.**

Not Present: **Chris Cumicek**

The meeting began at 6:05pm with a prayer by Jeremy.

Minutes from the prior meeting on Oct 30th were reviewed and approved via email during the first week of November.

Jeremy supplied October through December financials to the council prior to the meeting.

October through December finances were reviewed. When reviewing the same quarter over the last 6 years, this quarter posted the highest figure ($213,503). Offerings were roughly $7,000 higher than last year and over $30,000 higher than our lowest year (2021). Parishioners have positively responded to the parish's commitment card initiative. Loose Change was also up 12% over the same quarter last year ($1,348). Loose change trends typically correspond directly to mass attendance trends. The increase was a welcomed development.

SEAS' Personnel expense was reviewed. It is the parish's largest expense item and is always closely tracked. Compared to last year, our overall personnel expenses are down and are also under budget for the year.

Services and Supplies expenses were slightly over budget. Jeremy itemized three areas that were causing the overage. SEAS has invested additional resources into its music program. Our three choirs continue to evolve and grow and several of them required additional funding. Father Don added to the discussion mentioning how pleased he was with our music program. In order to maintain our quality of music, we must invest in it. Other items that came in slightly over budget include Faith Formation curriculum supplies and the parish's antivirus software.

December was a great month, posting an operating surplus of $39,301. Halfway through the year the parish is roughly $12,000 ahead of budget, but still requires additional blessings to overcome its projected deficit.

Capital improvements and parish maintenance projects were reviewed. Jeremy provided a one-page summary that was also given to our building and grounds committee in December. Projects for our worship area are being discussed. Some projects include: Hearing Loop System, New Carpeting and Upgraded AV Equipment. All of which are in their information-gathering stages and have not yet been approved.

Curt Moore asked a question about the "parish donations" line on our income statement. This line represents donations that were made directly from restricted funds. An itemization of these expenses will be emailed to the council.

Bret Liebmann Motioned and Tom Blaney seconded to accept October through December financials. All voted in favor. Motion was carried.

The parish received a generous anonymous gift in January and will be receiving a restricted bequest in February. Both of which will assist with this year's budget challenges.

The parish's four investments were briefly reviewed. All four continue to post positive gains and have performed far better than traditional bank accounts.

The council then heard a staffing proposal under a closed session.

The parish's summer picnic and outdoor mass will take place on Sunday, June 15th. Raffle prizes and ticket costs will remain the same as last year and parishioners will be encouraged to sell/buy 12 tickets per household. The parish will advertise sponsorship opportunities to parishioners to help offset the expenses of the event. The event is budgeted to net a profit of $20,000. Ticket sales will begin in April. Both of the parish's raffle licenses have been renewed and are valid for 2025.

The Bishop's appeal is underway. The parish's goal is $73,858, which is an increase of $1,254 over last year. The parish is participating in a "horse race" competition with the other west-side parishes. We are off to a good start.

No additional topics were brought up during our Open Table Segment.

Our next meeting is scheduled for Tuesday, April 22nd at 6pm.

Meeting adjourned at 7pm.

Respectfully submitted by Jeremy L Borchardt (staff liaison)

SEAS Finance Council Minutes

Wednesday, October 30th 2024 @ 6pm

Present: **Curt Moore (Treasurer Trustee), Jeff Mulloy (Chair), Jeremy Borchardt (Staff Liaison), Erik Kelly, Tom Blaney, Bret Liebmann**

Not Present: **Father Don Everts (recovering from medical procedure), Chris Cumicek, John Adams**

Meeting began with a prayer by Jeremy

Jeremy volunteered to do the minutes.

Minutes from the 9/18/2024 meeting were approved on 09/19/2024 via email. All minutes are available in print and online.

July-Sept 2024 financials were sent to the council prior to the meeting for review. There were no initial questions/concerns on the figures. Jeremy went through a few highlights. Through the first quarter, the parish is tracking ahead of income projections. This is due, in part, to an unforeseen gift from GRACE.

GRACE enacted a new subsidy formula for parishes that will take effect next fiscal year. Only 4 income categories will be used in the calculation (Offerings, Loose Change, Mass Stipends and Stole Fees). A three-year rolling average of these figures will be used. Jeremy will alert the council when 2025-26 subsidy figures have been calculated.

At the end of September, the parish was ahead of budget by $6,700 but was still realizing a $56,000 deficit. July through September offerings typically reflect lower as parishioner QCD's don't traditionally arrive until October and last through February.

Year-To-Date Capital Outlay figures were reviewed. Since July, a number of projects were completed that include: Parish Parking Lot Re-Sealing, Rectory Driveway Replacement, Exterior Lighting upgrades and Parish/Rectory Tree Removal. At the time of the meeting, an interior lighting project was still underway. New sound-resistant ceiling tiles were installed in conjunction with the interior lighting project.

A number of projects are being discussed that include: Parish Fire Pit, Sound Looping in the Worship Space, New Worship Area Carpeting, Upgraded AV equipment and furniture upgrades (hospitality area and family room).

The parish's investments were reviewed. Investments with the Catholic Foundation have been performing well. A new 6-month certificate was created on 10/17/2024. The $150k certificate was funded by restricted funds with no foreseen need over the next six months.

The council voted to accept July-Sept Financials. Tom Blaney motioned, and Bret Liebmann seconded. The entire council voted in favor without exception.

Parishioners have positively responded to our commitment card initiative. 97 parish households have enacted their offering increases. This will result in approximately $36,000 of additional income over the fiscal year. 25 households have sent in commitment cards that have not yet enacted their changes. An additional $6,000 of income would be realized if the changes are made. Budget updates will be posted in upcoming bulletins. Commitment cards will be available again for households that weren't able to respond to the initial request.

SCRIP by RAISERIGHT will be introduced to the parish this fiscal year. A formal rollout plan is being developed. This would be an additional action step to increase donations to the parish.

Jeremy mentioned that the diocesan health insurance plan will likely see some changes in the next fiscal year. This will be monitored as the insurance subsidy expense for the parish is substantial.

The SEAS Fall Fest took place on Sunday, October 6th from 11am-1:30pm. There was only the 10 AM Mass on that Sunday . This was a social event, not a designated fundraiser. Booyah sales, free-will offerings and a 50/50 raffle offset most of the costs of the event. Overall, the parish incurred an approximate expense of $1,000.

The next meeting will be held on Wednesday, January 29th @ 6pm.

Meeting adjourned at 7:15pm
Respectfully submitted by Jeremy L Borchardt

SEAS Finance Council Minutes

Wednesday, September 18th 2024 @ 6pm

Present: **Father Don Everts (Pastor), Curt Moore (Treasurer Trustee), Erik Kelly Jeremy Borchardt (Staff Liaison), Chris Cumicek, John Adams**

Not Present: **Jeff Mulloy (Chair), Tom Blaney, Bret Liebmann**

Meeting began with a prayer by Father Don

Jeremy volunteered to do the minutes.

Minutes from the 4/30/2024 meeting were sent to council members prior to the meeting's start. Minutes were reviewed. Erik Kelly motioned, and Curt Moore seconded the accepting of the minutes. All were in favor with no objections/edits/additions or omissions.

The minutes approval process was then discussed. Going forward, minutes would be completed and distributed to the group in the days following the meeting. To officially publish the minutes for parishioners to view, we'll need emailed approvals of the minutes to expedite the process. Physical copies of the minutes will be available at the parish, and they will also be available. online.

March, April, May and June financials were sent to the council prior to the meeting for review. Year-To-Date Capital Outlay figures (actuals/budget) were reviewed and were compared to last year. Capital Improvement expenditures can vary quite a bit from year to year. Sometimes expenses can be budgeted, but due to delays or other outside factors, budgeted projects can be delayed. Our roofing project expense was planned for 2022-23, but the final payments weren't expensed until August and November of 2023 (the following fiscal year 2023-24). This accounts for the difference between actuals and budget on the income statement.

Fiscal year results were then reviewed. The parish budgeted a surplus of $69,000 for fiscal year 2023-24. A deficit of $65,000 was realized. Main factors included:

1) Delayed receipt of our Earned Retention Credit ($130,000). At this time, we still don't have an update on the status of our ERC. We submitted our documentation in August of 2023.
2) Services and Supplies expense came in higher than expected
3) We missed our offerings projection by $10,000 (1% of budget)

Though we missed several of our expense projections, we realized a few positive income surprises including a private donation of $20,000 just prior to the conclusion of our fiscal year.

The council then reviewed the annual report. Declining memberships and donor trends were discussed. Plans to develop an outreach program for parishioners who leave the parish were discussed. Additional clarifications were given to several Income/Expense category questions. The 2024-25 budget will be available with the annual reports for parishioners to view. The parish's annual meeting is scheduled for Tuesday, September 24th @ 6pm.

Looking forward, the parish is again forecasting a budgeted deficit for 2024-25. Several action steps were reviewed aimed at closing the gap ($68,203). Parishioners have positively responded to our commitment card initiative. If all commitments are fulfilled, $40,000 of the $68,000 gap will be eliminated. 20% of the parish's trackable givers have responded, 80% still have an opportunity to make a resounding impact on our budget. Reminders will be posted in upcoming bulletins.

SCRIP by RAISERIGHT will be introduced to the parish this fiscal year. A formal rollout plan is being developed. This would be an additional action step to increase donations to the parish.

Jeremy mentioned that the diocesan health insurance plan will likely see some changes in the next fiscal year. This will be monitored as the insurance subsidy expense for the parish is substantial.

The council agreed to accept March-June financials without exception. Chris Cumicek motioned, and Erik Kelly seconded.

The council then discussed upcoming capital expenditures. Going forward, Jeremy will email the council when unexpected capital expenditures arise. The council will have an opportunity to submit questions and weigh in on the priority of the upcoming projects.

Jeremy did some research on a restricted fund that has been in place since 2009; Advancing the Mission. Documentation was located explaining that the funds can be used for worship space improvements. Funds might be used for an upcoming hearing-loop project in the worship space.

The parish's "SEAS Fund" was reviewed. The fund is set up to receive bequests and legacy gifts and will officially act as the parish's endowment. We will begin promoting this option to parishioners for consideration in their estate planning.

The parish's investments were reviewed. In recent months, the parish's investments have been performing well and they have been a profitable alternative to stagnant money market rates. 2 CD's are scheduled for maturity in October.

The SEAS Fall Fest will take place on Sunday, October 6th from 11am-1:30pm. There will only be one 10AM mass on that Sunday. This will be a social event, not a designed fundraiser. Booyah sales, free-will offerings and a 50/50 raffle will take place to help offset the costs of the event.

The Bishop's Appeal status was reviewed. This year's appeal has officially ended, and the parish exceeded its goal by $1,175. There were 10 less donors than last year, but we exceeded last year's results by $672.

The parish's GRACE subsidy was briefly discussed. Father Don is in regular communications with GRACE personnel. We'll continue open dialogue with GRACE as we navigate through the fiscal year.

The next meeting will be held on Tuesday, October 15th @ 6pm.

Meeting adjourned at 7:30pm
Respectfully submitted by Jeremy L Borchardt