

PARISH COUNCIL MEETING MINUTES – September 17, 2025

In attendance – Father Michael, Deacon Eric, Deacon Ken, Deacon Mike, Shelly Bohrmann, Jim Carey, Linda Garner, Jared Houchin, Steve Hunter, Meg Maas, Pat Nagle, Duc Nguyen, Wynona Vaz

Guest: Bob Baemmert

August Minutes were approved.

Review of Action Items – Father Michael has incorporated the Prayers of the Faithful intention that Meg recommended. Father Michael still needs to write something in the bulletin to parishioners regarding the importance of registering with the parish for the purpose of education, reception of sacraments and communication within the community. Jim did reach out to Jan and Ron regarding the Welcoming Committee and they will begin reaching out to new parishioners from this year.

Budget Review – Bob – Last fiscal year was very successful as our Sunday income remained very robust and we were under budget in terms of spending and other expenses. For the new fiscal year budget (beginning July 2025), the Finance Council's summary is attached to these minutes.

Based on what was presented, the Council recommended approval of the budget to Father, who approved the budget. Bob will be taking over from Jared as lead of the Finance Council in January 2026. He has been asked to return in February 2026 for a mid-year review.

Edge Coordinator – need names – We had 3 interested individuals for the position of Edge Coordinator. Danielle invited them to the first session and 2 of the people self-selected out of the position. Danielle is discerning whether to stay on as well, but would like someone else to assist with the position. So, we are going to see if the third person remains a good fit.

New sidewalk – Terrance provided drawings in regard to this project. They are attached to these minutes. We are still unsure of the direction to go with the project. There are additional things to consider if we go forward. The HVAC unit will have to be moved and slab drilled out. A tree may also need to be removed. Continue to consider the value of this project.

Report on Projects - Deacon Ken – Project list is an attachment to these minutes. We are going to need a new floor in the sanctuary. With time and use, the chairs are starting to damage the floor.

Tithe – \$969.81 August 2025

Elijah Family Homes: \$600.00

Catholic Charities USA for Tennessee flooding relief: \$370.00

Round the Table –

Deacon Mike: The parish vocations committee is looking for new members. Would like to roll out initiatives that encourage praying for priestly vocations (specifically). Considering doing a Prayer Chalice program in the home like at Christ the King and St. Joseph's. Will look at recruiting from among the Serrans.

Meg: The sign on Clearwater is looking great!

Pat: Name Tag Sunday is working within our parish.

Wynona: The Young Adult group's Catholic Education series has been very successful so far. We have 3 more events this fall and would love participation from everyone. The events are on Tuesdays through October 7th in Room 6/8 of the PCC. Details are in the bulletin and on the website. Due to the success of the series, we are taking on new topic ideas for more events in the spring.

Hope Medical is sponsoring an event with Dr. Haywood Robinson who is a former abortionist turned Pro-Life activist. Event will be Oct 16, 2025 at 6pm at Bethel in Richland. Reach out to Wynona or see the bulletin for more information.

Overall Action Items:

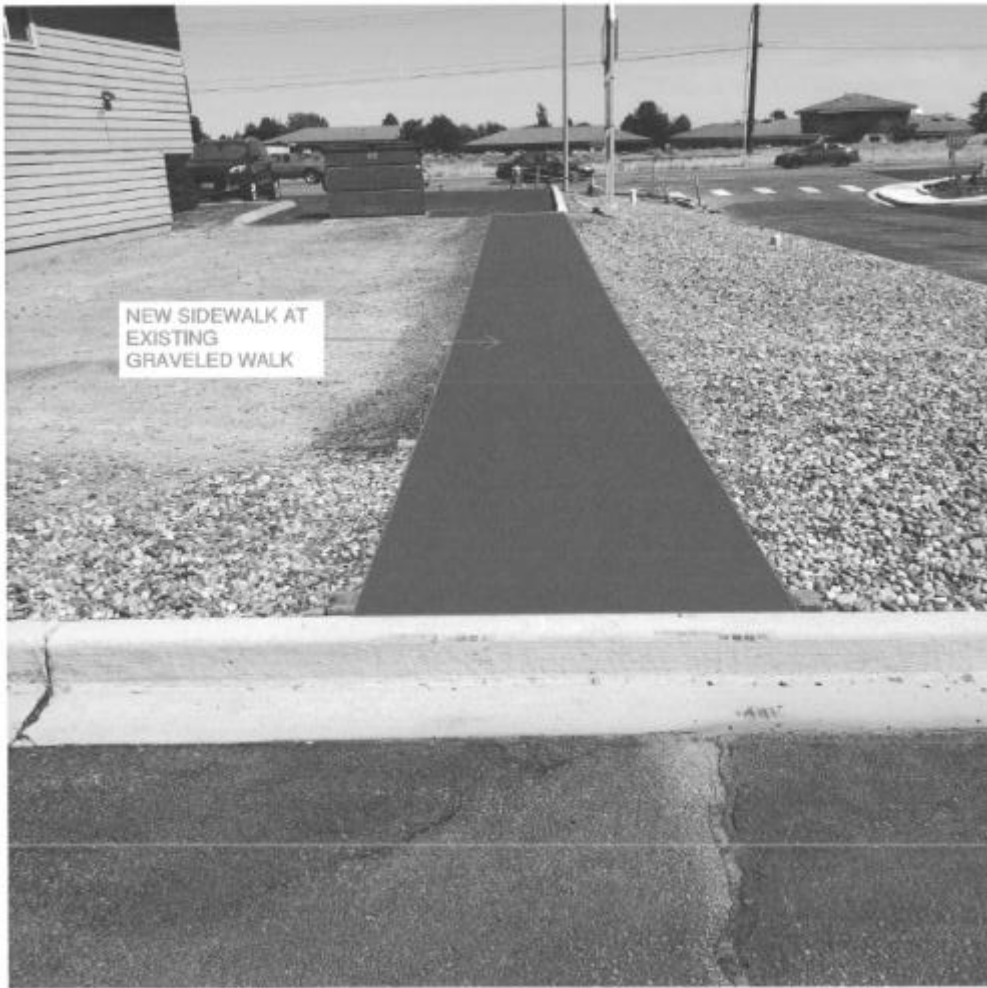
****ACTION ITEM:** Father Michael will write something in the bulletin to parishioners regarding the importance of registering with the parish for the purpose of education, reception of sacraments and communication within the community.

****ACTION ITEM:** Pray regarding the direction we should go on the fence project, sidewalk project.

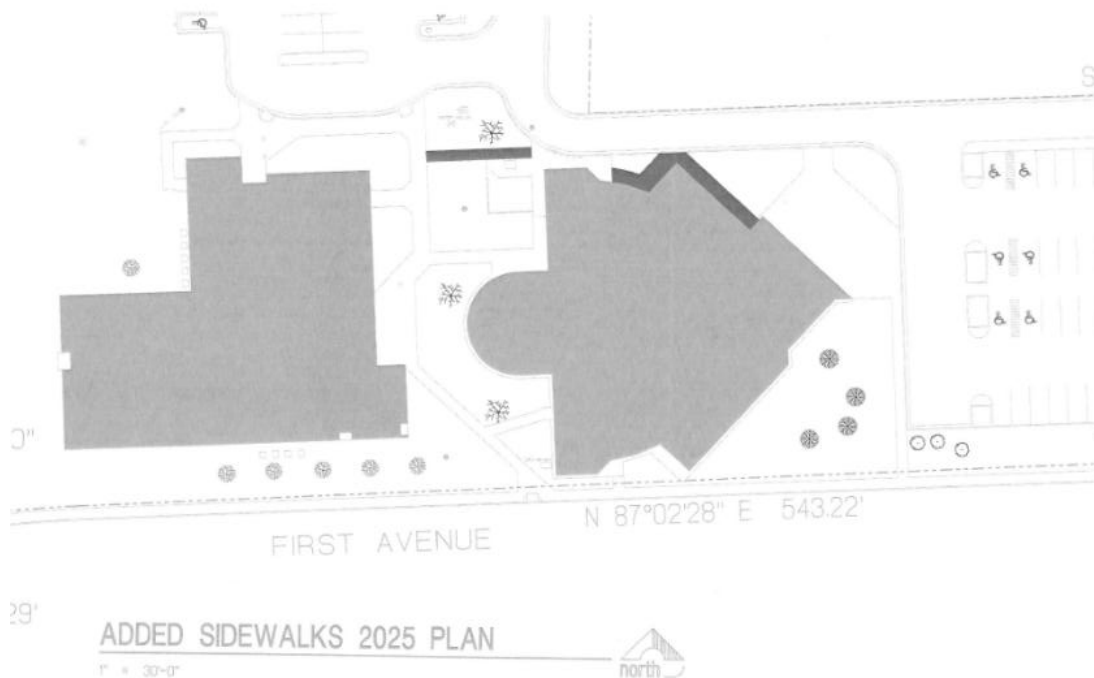
Next Meeting: October 8th, 2025 at 6pm

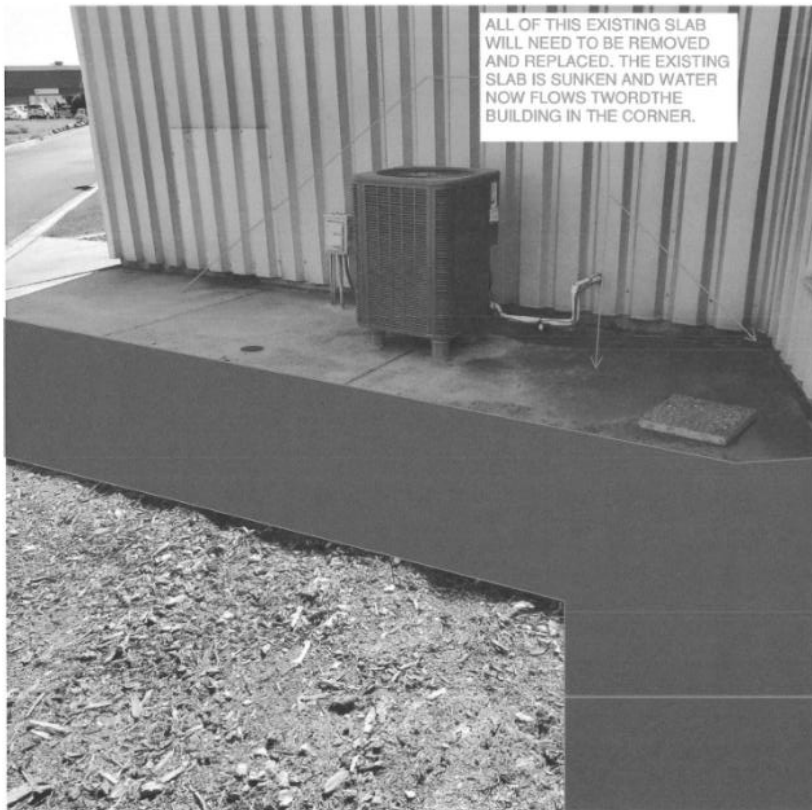
August 13, 2025, Projects list

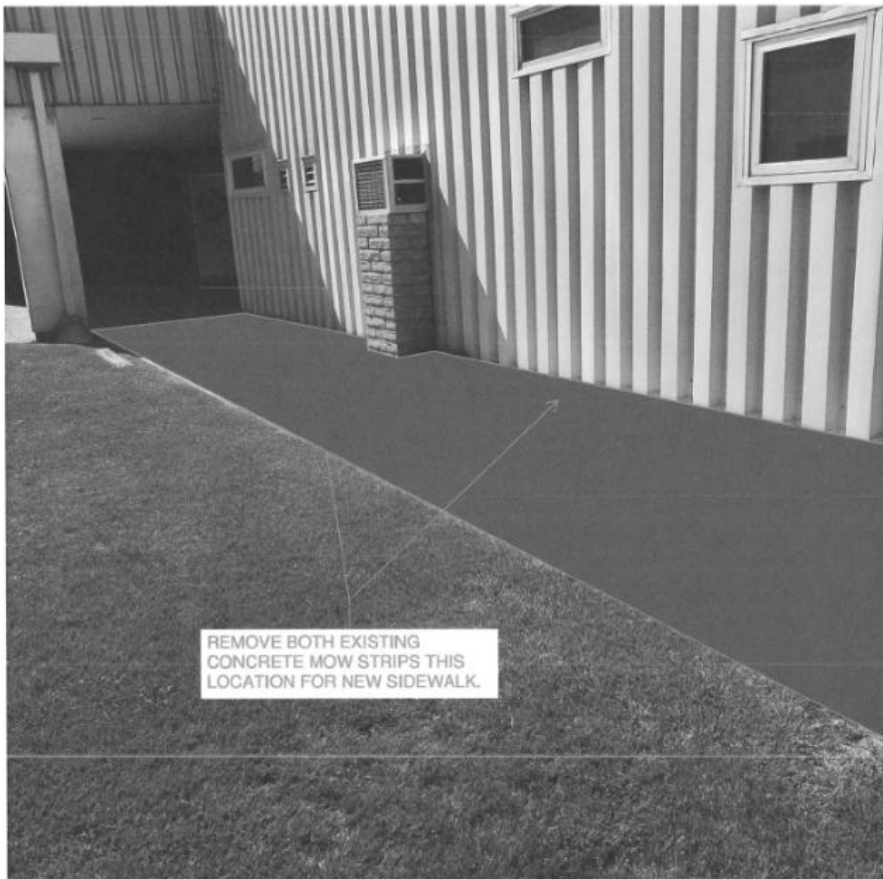
1. The roof of the church – We have received approval from the Bishop's office. We have now received responses for bid requests from 2 out of 5 different roofing companies. The first bid from Perfect Circle was 192K. They have worked on our roof in the past. The second was from A & A Roofing at 202K. They have been to site multiple times to properly bid this project. Based upon our past history with Perfect Circle and the scope of the two bids, the decision was to accept the higher bid from the new vendor. We would like to get this project going as soon as possible due to the upcoming wet weather.
2. Painting the church exterior doors (in white) and the office buildings A&B, as well as all the red/burgundy on the church exterior. Wall to Wall Painting and Smile a Mile have both provided bids. Smile A Mile bid \$14,483.20 and Wall to Wall bid \$15,389.46, including sales tax. Wall to Wall has agreed to match the price of the lower bid. The preference is to go with the higher bid (Wall to Wall before price match), as the Smile A Mile bid only allows for caulking as needed and the manufacturer recommended number of coats of paint. Wall to Wall will caulk all door frames, etc as well as all entrances into the building like pipes and wire conduit. They will also check for any needed screws and nails and add them. Wall to Wall will also apply 2 coats of the paint and not just the thickness per manufacturers specs.
3. Still waiting for Riggle Plumbing for a resolution on the back doors at both office buildings A and B. Once we are sure that this issue is resolved, we will get the damaged sheet rock replaced.
4. New directories are now on sale for \$10. New parishioners will be given a copy.
5. Fencing project was approved by the Bishop's office. They want us to make a decision on which way we want to go and then get back to them. They did remind us that any documents/purchase and sale agreement (for the strip of land)/drawings showing the change in boundary need to be approved by the Pastoral Center. Father is still considering how to approach this project. However, our neighbor had originally agreed to pay for all of the paperwork needed to facilitate the sale of the land and anything else. Steve is willing to assist Father through this process as needed.
6. Father and Deacon Ken are working on a lease agreement for our renters.
7. Damaged ceiling tiles in the church will need to be replaced or a new false ceiling put up in those areas. So far, all the roofing companies have said that is not something that they do. This project is on hold until the roof is replaced.
8. Grounding bed request from the gas company. We received a request from our gas company for a right-of-way to install a grounding bed, 4' under our property near where our fence is proposed to be built. It will not affect any current or future operations and nothing can ever be built on that area anyway, due to proximity to our property border. They want to do this to prevent their pipes from deteriorating, to raise the potential on the pipeline. They would do all the work and restore the grass and surrounding area to its normal state. There are really no negatives for us to allow this work to commence. Deacon Ken will reach out to see if we can get a break on our bill for the inconvenience.
9. Waiting on plates to come back from shop for our electronic sign on Clearwater.



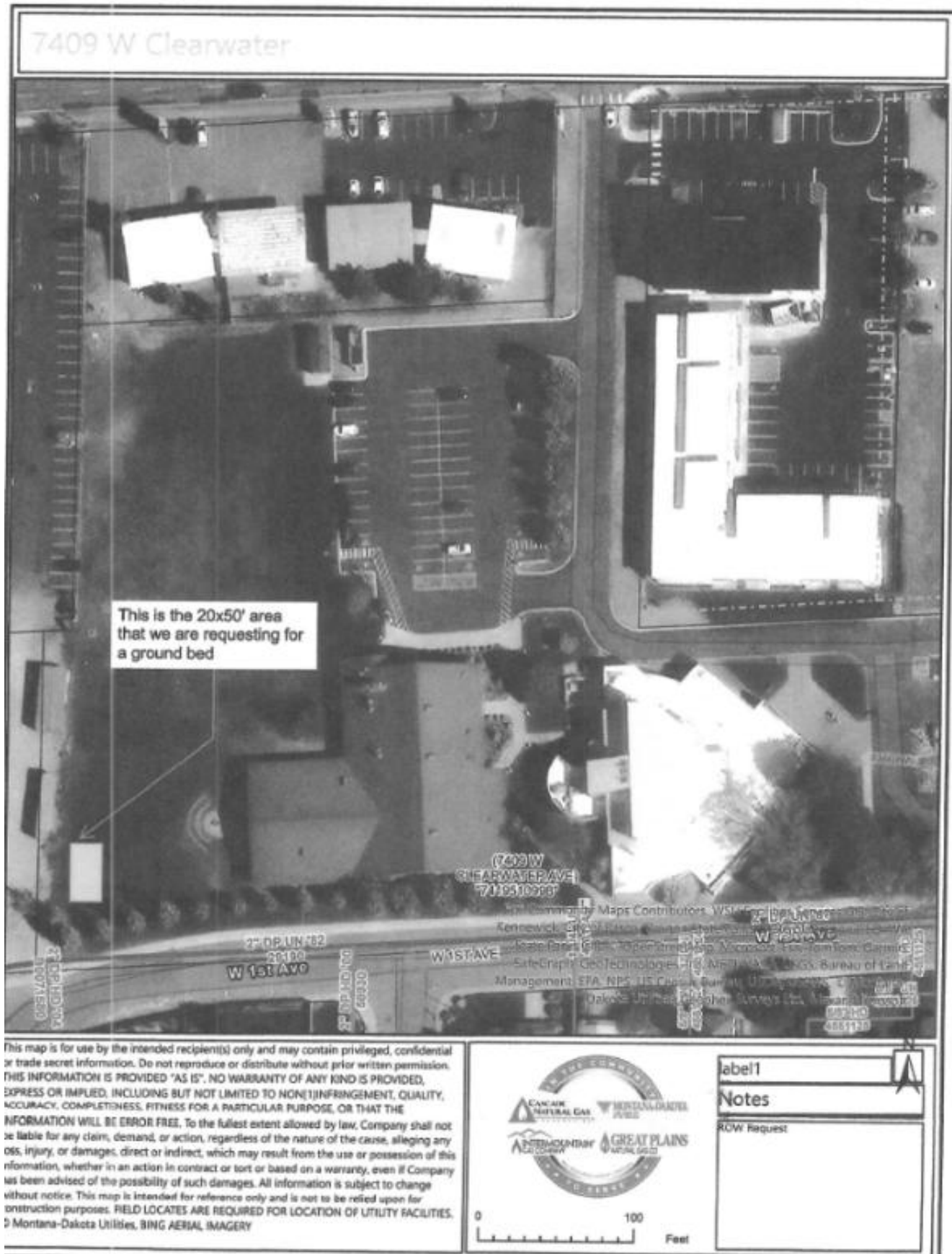
Optional drawing of a connecting sidewalk to the Parish Office – idea is permanently tabled for now.







Natural Gas Grounding Bed Project



Parish Council Financial Meeting Notes

September 17, 2025

Bob Baemmert, who was just recently elected to replace Jared Liebert as the Finance Council Chair in January 2026, met with the Parish Council to review last year's budget results and to present next year's budget.

Like FY2024, FY2025 was very positive. The parish finished the year \$168,334 in the black due to several factors. Collected Sunday Income results surpassed our budget projections and we exceeded our ACA rebate goal as well. On the expense side we had several expense categories that were a net positive to the parish. The main contributors being: Salaries, Benefits, Repair and Maintenance and Overall Program Ministry Expenses, all coming in lower than expected.

That concluded Bob's presentation on the FY2025 year end results.

Proposed FY2024 Budget & Plan

Bob pointed the Parish Council to the second package of information, the Proposed FY2025 Budget & Plan. The proposal is based on what occurred for FY2025 with input from Father Michael for his expectations for the ensuing fiscal year

Here were the main takeaways for how this year's budget was put together.

Income Estimates

Sunday Income – Took last year's actual and added a 1.5% inflation kicker to it. We want to be fairly conservative in hopes that we can achieve it.

ACA Rebate – These numbers are based on the amounts collective over and above our ACA goals from the previous years. In FY '25 our goal was \$124,113. Through July we had collected a majority of the pledged amount. Since we keep anything we collect over our goal, if we collect our outstanding pledges we should receive a healthy amount for the fiscal year.

Religious Ed Tuition – Pretty much just based this off of the average receipts for the past several years. This income figure is usually offset by the cost of the Steubenville and Camp Breakaway expenses. It washes out every year

Program/Ministry Income – This is income that comes from the women's group rummage sales. The income account also includes funeral donations, refreshments, bible study income. Bianca thought we should estimate about the same amount for 25/26.

Expense Estimates

Diocesanum – This number is more or less a fixed number based on the previous year's Sunday Income collections minus the school subsidy we pay to St. Joes.

Rectory, Church Liturgical, School Subsidy, Religious Ed – All of these were more or less based on the realized expensed from the last several years. Nothing in these categories appeared to be outside the norm or unreasonable.

Salaries – Based on currently staffing after a 4% COLA off of last year's salaries

Health Insurance, Employer Retirement and Payroll Taxes – The amount is Bianca's "best guess" for Health Ins. based on payroll vs. last year

Professional/Contracted Services – Last year this included a one-time expense of \$12K for tax for the ERC credit, which is a payment that we received last year for COVID. We won't have that expense this year. What will count as contracted Services will be IT service of \$440/mo plus we will need probably close to \$3K for the diocese bookkeeper to cover for when Bianca is on maternity leave and we added

Liability Services – This is the actual amount already paid in '26

Office Expense, Church Supplies, Fundraising Expenses – These are again, all based on previous year's expenses. However, under Church Supplies you will notice a fairly sizeable increase. This is due to the responses we received back from the various ministry heads requesting more funds. These are primarily made up of our choir ministries so that's funds for paper, music, etc. but also includes flowers, banners, the sewing committee, refreshment committee and so on.

Scholarships – Last year we were unable to offer any financial assistance to parishioners. This year, however, Father has indicated that he's like to reinstate those scholarships.

Program/Ministry Expenses - This is a complicated account. Last year we only spent around \$19,00 for all of these ministries, which is comprised of different ministries such as Adopt a Family, the Evangelization Committee, the Jail Ministry, Parish Council, Stewardship, Voice of the Holy Spirit and so on. Each of these ministries are allotted a specific budget every year based on how they either respond or don't respond to letters sent out each May by our bookkeeper. Several ministry heads either didn't spend the allotted amount or didn't turn in receipts for reimbursement. That's no problem, but it does mean that we budget for way more than actually ever gets spent.

If our budget ever were to get "squeezed" these are the areas that we would need to really "sharpen our pencils". But, as it is, we should be able to allow for these amounts as the budget still looks pretty darn good. And there are several of these program ministries that behave similarly.

Repair and Maintenance – Like Program/Ministry, kind of hard to nail down. This is our best guess based on past history and known recurring r and m expenses.

Telephone/Utilities – All numbers will see in an increase as costs increase.

Summary

Bob concluded his comments stating that as a result of this analysis, the proposed budget and plan for FY2026 has approximately \$935,976 in anticipated total revenues, \$909,740 of estimated expenses, resulting in an anticipated net income of \$26,236. This achieves the goal of planning for robust programs and providing a small cushion for unexpected but needed expenditures. The Council recommended to Father Michael to approve the proposed budget and he accepted.