MPH Finance Council Meeting Minutes

August 19, 2026

Fr. Rob opened the meeting with a prayer at 6:47pm.

Present: Fr. Rob (Pastor), Bill Schrieber (Pastoral Council), Sheldon Carlson (Director of Stewardship), Council Members: Steve Kassing, Matthew Truty, Alan Karcher, Deb Burgelin and Janet Ruth (new council member).

Janet Ruth was welcomed as the newest member of the Finance Council.

Centennial Campaign – Bill Schrieber explained the parking lot project in detail. Dumpster area to be replaced with a smaller footprint and fence replaced to match. All the blacktop area will be replaced with concrete and expanded to include 20 more parking spaces. The lines will not be angled but match the rest of the north parking lot, which should provide more parking spaces as well. A conduit will be run under the edge of the parking lot to Fr. Rob's house for future use. Any dirt removed will be utilized for landscape work later at Fr. Rob's house. After receiving bids from three different companies, Bill recommends using Gillihan Concrete for the project. Total cost is $357,400 with funds available in the campaign fund. Alan Karcher motioned to approve, Deb Burgelin seconded the motion. All council members voted to approve the project. Bill prepared a letter to the bishop requesting permission for the project. Work is planned for November and should be a 2-week project.
The campaign goal was $1.4 million. We received pledges for a total of $1.88 million with $1.2 million collected to date. Of the 373 pledges, 154 are paid in full. 17 pledges have not paid anything yet, but only total $55,000. The other campaign projects completed to date: updated church lighting ($3,700), church HVAC system ($103,000), Tuckpointing ($87,400), garage door closer in Rectory ($4,200), gutter helmet ($25,000), and security system ($14,300). Pending project is parking lot repair ($357,400). Ongoing expenses are Focus Missionary costs ($32,000 per person) which will double this year with Ryan Clark added (63070). The 10% Tithe for MPH will be based on the $1.4 million goal. No tithe on any additional pledge payments above $1.4 million.
Sheldon described the security system and where the cameras are placed around the church property.
Steve suggested sending campaign statements, but we are not sure who would handle this project. There was discussion about sending reminders to anyone that has not made a payment yet or to the 20 or so that stopped making pledge payments. Bill said he would need to discuss with Fr. Rob in case he has information that would explain a family situation precluding pledge payments for some reason.

Bookkeeper Duties – Bill & Maureen Schrieber currently spend about 3 hours a week entering contributions into the Pushpay system on a voluntary basis.

Financial statements -Steve led discussion and review.
Minutes from April 22 meeting were reviewed with no changes.

P&L – Entry in Insurance-Auto (63400) from January meeting was corrected but still has entries coded wrong. Sheldon said the entries belong in Work Comp (62060). The current budget can be corrected to approx. $3000 year. Janet stated Restricted Income (44000) has a variety of entries in this account. She felt there should be a matching Restricted Expense account also. Steve suggested we focus on entries that seem out of place or that would cause any questions. Sheldon prepared the Financial Statement with guidance from the Diocese since he could not locate a prior-year example. He grouped categories that made sense for distribution to the parish. Alan asked for the Balance Sheet for review. He said the positive thing on the P&L is Church support increased $100,000 as a tribute to Fr. Rob. Steve said the ERC credit (48000) was a one-time payment.
Cemetery Support (44300) is a negative amount due to a payment. Steve said this should be on the Balance Sheet under Diocesan Second Collections (24000). Collections are sent to the Diocese, and they send it to Calvary. Perhaps use acct 243xx or 244xx. Caritas (42164) income & expenses should be in the same account on the Balance Sheet under the (24xxx) per Steve & Janet. That way it's possible to know what the available balance is for Fr. Rob.
2025-2026 Financial Statement – Steve suggested the following changes: Income - Caritas/MPH Family Fund move to Restricted Income. Expenses – move payroll expenses to payroll. Sheldon will redo the Financial Statement, update P&L and budget and email it to Finance council members for review. Once revised, two members need to sign so it can be sent to the Diocese. Steve stated he would like to take time on the budget with these corrections. It will probably require email review from the finance council members to get it finalized.

Financial statements reviewed & approved with the corrections noted above.

Fr Rob updates:

Bishop's Visit – August 22-23, 2026. Everything is set for the Bishop's visit this weekend. Lunch and meeting Saturday afternoon with council members including a presentation by council members on the four pillars of the synod. Receptions after all masses: Sat 4pm – Cocktails & snacks, Sun 8am - coffee and donuts and Sun 10:30am – Hog Roast & picnic. We will take a group picture at 11:40am Sunday after mass.

Bookkeeper – Mandy is our new bookkeeper and is currently finishing up at SJN. SJN hired a new business manager to replace Mandy. Mandy will work 2 days a week starting with Quick Books and eventually taking over PushPay entry of contributions.
Fr. Rob stated having long time office staff leave during holy week and now having Sheldon and Mandy to get everything in order is quite an accomplishment.

The next meeting is Monday, November 16, 2026, at 6:45pm.
Fr. Rob closed the meeting at 8:07pm.