

St. Mary's Parish
Administrative Council Meeting Minutes
Tuesday, August 11, 2026, at 6:45p.m. in the Parish Meeting Room

1. Call to order - Present: Fr. Craig Timmerman, Peter Roufs, Matt Grausam, Mark Schwartz, Sheila Schmid, Lisa Portner, Tony Hagen, Ronda Mathiowetz, Amanda Murphy, Mary Portner, Jared Miller, Mike Suess, Mark Schommer and Chris Heiderscheidt.
Absent: Terry Helget, Jamie Pietig, and Mary Krambeer. Fr. Timmerman led the opening prayer.
2. Financials: Matt Grausam reported on the financials for fiscal year ending June 30, 2026. The Nex-Tu-Nu II store ended the FY with the highest net income to date of \$76,407.29. Our Sunday offertory adult support ended \$104,000 short of the budget but \$124,000 over the actual last FY. The FY ended with a net loss of \$229,665.80 due to the following: maintenance and phase II church project expenses; organ expenses booked this year (the income to offset this was booked in the previous FY when received); high school roof repairs and shortfall in Sunday offering.
3. School Report and Updates: Peter Roufs reported our new staff workshop was held yesterday; we continue to work with the State DHS on the pre-K expansion licensure and we have some new families attending this school year. Fr. Timmerman reported that plans are underway to form bible study groups for students, with each group made up of a mix of ages.
4. Religious Education Update: Amanda Murphy is the new director of religious education. She reported classes will begin on September 9. We are still looking for a 4th grade teacher. Fr. Timmerman reported that we have a youth ministry team training with Kevin Losleben's new program, Rural Catholic Youth Ministry. The Youth Group is open to all the youth of our parish and they meet Wednesday evenings at 7:45pm in the small social room.
5. School/Parish Development: Chris Heiderscheidt reported the All School Reunion went well; preparing for the Summerfest parade and the Golf Tournament. Our annual appeal fund ended with \$194,612.73, our highest yet.
6. Church Project: Fr. Timmerman reported the plaster/paint project is on schedule as the priming and painting has begun. Updates are posted on our parish social media accounts.
7. Maintenance updates: The custodial staff has been busy getting the building ready for our All School Reunion open house and the start of school. Our high school roof project is complete. We found that we needed to water seal the exterior basement walls and add tile around the footings along with extending the down spouts. The middle school science room floor installation is almost complete. Cabinets were installed in five elementary classrooms with the help of some great volunteers.
8. Amazing Parish Conference: Fr. Timmerman attended this conference along with another priest and our diocesan director of evangelization, Leonard Gutierrez. Amazing Parish is a Catholic organization formed to help pastors and parishes build evangelization and renewal through good leadership. We will continue to work with Leonard to see if this would be beneficial to us.
9. Japanese Martyrs: The previous rectory building needs repair to part of the roof and the leak in the entryway of the church needs further repair.
10. CCW/KC Updates: Minutes from the previous meeting were provided and are available on our AFC website.
11. Next meeting: Tuesday, October 20, at 6:45pm.
12. Closing Prayer: Fr. Timmerman closed with prayer. Meeting adjourned at 8pm.

Submitted by recording secretary, Chris Heiderscheidt