

St. Michael's Parish
Administrative Council Meeting Minutes
Tuesday, June 9, 2026

Present: Fr. Perez, Fr. Timmerman, Peggy Zimmer, Matt Grausam, Pat Wildt, Ed Steffl, Myron Mathiowetz, Joel Heiling Tiffany Hoffmann; Absent: Ed Walter, Jack Carlson

The meeting was called to order at 6:58 PM & began with prayer. The minutes from the last meeting were accepted as printed. It was noted that meeting minutes are emailed out to council members, posted on the AFC website, and available in paper form at the church entrances.

Additions to the agenda - front of church maintenance and contract for tuition assistance

1. Financial Report - Matt Grausam reviewed the income statement and financial notes for the current fiscal year, as well as the proposed budget for the upcoming year. Adult support revenue is ahead of last year's performance but remains below the budgeted amount. Investment accounts have realized market gains. Expenses are generally in line with budget projections, with the exception of tuition subsidies and boiler repair costs. The proposed budget includes an increase in adult support revenue to help offset increased expenses. Myron moved to approve the proposed budget. Peggy seconded the motion, and it carried. Tuition assistance was also discussed. Fr. Timmerman will review the current contract and meet with affected families.

2. Staffing - Amanda Murphy was hired as the new AFC Director of Religious Education, replacing Shelley Roufs. Bob is gradually increasing his work hours but continues to have lifting restrictions.

3. Facility Needs and Maintenance - The front church doors are in need of painting. Myron will investigate how best to proceed. The front steps of the church require patching in several areas, and the handrails need repainting. A crack in the concrete on the school-side entrance of the church also requires attention. Josh Kerkhoff will remove six trees located at the front and rear of the church, with assistance from parishioners, as schedules permit.

4. Rental Costs - The rental of tables, chairs, and parish facilities was discussed. The following rental fees were approved and are effective immediately:

- \$10 per table and eight chairs
- \$50 for use of each of the following: gym/cafeteria, social hall, social hall kitchen

All other parish equipment and supplies are unavailable for rent or use and should not be removed from church property. Myron moved to approve the new rental rates. Ed seconded the motion, and it carried.

5. Society Updates - The CCW hosted the diocesan convention in April and received many positive comments regarding the event. The CCW also hosted the Baccalaureate Reception for graduates in May. The CUF held a successful rummage sale in March and participated in ditch cleanup in May.

6. Other Business - The council discussed replacement of council members. Fr. Timmerman will review the bylaws related to council membership and term limits. Fr. Timmerman also shared a portion of Msgr. Shea's message from a recent faith formation day, emphasizing the importance of living as Christians despite society's increasing movement away from Christian values. He discussed a program designed to help parishioners grow in their faith and become more effective disciples.

The next meeting is Tuesday, September 15th, 2026 at 6:30 PM. The meeting adjourned at 8:25 PM and closed with prayer.

Respectfully Submitted,
Tiffany Hoffmann