

St. Mary's Parish
Administrative Council Meeting Minutes
Tuesday, March 10, 2026, at 6:45p.m. in the Parish Meeting Room

1. Call to order - Present: Fr. Craig Timmerman, Peter Roufs, Matt Grausam, Mark Schwartz, Terry Helget, Jamie Pietig, Sheila Schmid, Mary Krambeer, Shelley Roufs, Mary Portner, Jared Miller, and Chris Heiderscheidt. Absent: Lisa Portner, Tony Hagen, Ronda Mathiowetz. Fr. Timmerman led the opening prayer.
2. Financials: Matt Grausam reported on the financials ending February 28, 2026. Our Sunday offertory adult support is behind budget by \$106,278.69 but we remain ahead of last year's actual at this time. Investments are doing well. We were able to pay our staff \$52,284.52 in bonuses (based on years of service) from the interest in our staff endowment fund at the end of January. NTN II store sales are ahead of budget at \$4,409.81. Mary Portner has been hired to cover some hours at the store. The high school roof repairs will cost about \$235,000. A down payment has been made and we have just under \$50,000 in donations for this project to date. We will begin the budgeting process for next year.
3. School Report and Updates: Peter Roufs reported – Our freshmen and juniors have completed their retreats, and the seniors and sophomores will have their retreat later this month, and the seniors will leave on their class trip on March 25. Our girls' basketball team will compete in the state tournament this week and the large group contest is tomorrow. Our students will present the musical, "Cinderella," next week, and 3rd quarter ends next week as well. Our PreK registration night and kindergarten information night were well attended. Our school was able to obtain cabinets, classroom tables, and other furniture for our school which will be useful for preK classroom renovations.
4. Religious Education Update: Shelley Roufs reported – The juniors completed their confirmation retreat and our 2nd grade first communicant parents are attending classes. Thirty-one juniors will be confirmed on Sunday, March 15. The students have been attending stations during Lent.
5. School/Parish Development: Chris Heiderscheidt reported the next Recall will go out later this month and will include the All School Reunion registration, gifts continue to be sought for our annual appeal fund with about \$29,000 needed yet to meet our goal of \$175,000. We are using Sleepy Eye Community Theater's online ticketing system for ticket sales for our musical production and dinner theater this year. The transition seems to be working well.
6. Church Project: Fr. Timmerman reported: The organ dismantling will begin on May 26, with pews moved on June 8, and scaffolding set up on June 9.
7. Maintenance updates: We are working with the city contractor to meet city codes before we begin the high school roof project. We've obtained class room furniture and cabinets from another school and obtained the necessary storage as well.
8. Japanese Martyrs – The Tower of Ivory group has received permission to continue meeting in the Japanese Martyrs school building.
9. CCW/KC Updates: Minutes from the previous meeting were provided. The CCW Deanery 1 Spring Gathering will be held this week at our parish, as well as the Diocesan Convention in Morgan on April 25. The bake sale went well. The KC Auction will be held on March 29, they made about \$2,100 on the pancake breakfast for Sleepy Eye Ambulance and the Benefit Breakfast in April will benefit Brian Helget from Comfrey.
10. Next meeting: Tuesday, May 19, at 6:45pm.
11. Closing Prayer: Fr. Timmerman closed with prayer. Meeting adjourned at 7:25pm.