St. Patrick Finance Council

**Meeting Minutes**

# June 10, 2025; 5:30 PM – The Commons

**The meeting was called to order at 5:30pm**

**Meeting Attendance included**: Fr. Ivan Nienhaus, Gary Winterhof, Marilyn Voorhees, Justin Krieger, Buck Kerndt, Amy Rube, Brock Krejchi, Kathy Butler, and Erin Lyons.

**Absent:** David DeMoss & Molly Lahart

### The Finance Council prayed their opening Prayer.

**Review/Correct/Approve Minutes from the April Finance Council Meeting**

### Marilyn and Justin provided feedback via email prior to this evening’s meeting. No other feedback, questions or edits were provided to Amy.

### *A Motion was made by Gary and seconded by Brock to approve April’s minutes. Motion passed with all “ayes.”*

**St Patrick School Update/Review & Discussion of School Financial Statements & Related Reports for April & May**

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**Catholic Schoolboard Updates from Molly:**

* Molly was not in attendance.
* Father Ivan noted that St Patrick school is expanding Kindergarten, 1st and 2nd grades and recruiting is currently underway to hire the required teacher positions.

**April School Financial Statements & Related Reports:**

* Prior to June’s Finance Council meeting, Marilyn emailed a question to Principal Jon Wiebers.
  + Regarding the Annual Appeal, do you expect to recognize a portion of the liability account balance into income (#44900-0325-00) in fiscal year 2024-25? If so, how much and when? **Answer from Jon:** we are identifying areas that we will move the funds into. Not all funds will be moved into the income statement. We will put an amount in for expenses we incur before July 1st.

**May** **School Financial Statements & Related Reports:**

* Prior to June’s Finance Council meeting, Marilyn emailed a question to Principal Jon Wiebers.
* Marilyn stated she noticed Jon had cleared out the Annual Appeal liability account and posted $118,266.70 to the income statement under “Third Source Income”. It appears that these were the remaining funds from that function. **Questions:** Do you have any specific plans for those funds? If so, what time frame would you anticipate those expenditures? **Answer from Jon:** We are updating our income system and putting phones in classrooms, replenishing CPTO and Booster Club Funds (this is done yearly), putting up a fence guard on the school playground, purchasing Chromebooks and iPads for students, purchasing materials for a new classroom since we added another teacher, new religion curriculum, purchasing additional math curriculum materials since we increased enrollment. This should hopefully be paid out this summer sometime. One other thing we will pay for is repainting the front and backside of the school (where the grey is). We are also cleaning the stone on the front of the school.
  + Erin noted that it would be extremely beneficial that, for example, perhaps by 2-3 months after the 2026 Main Event fundraiser, there is a [one-pager] provided to Finance Council showing line items for the respective debits, credits and where those monies are flowing.
  + Father Ivan will speak to Jon about this and report back to the Finance Council at the next meeting in August.
* *A Motion was made by Brock and seconded by Amy to approve the School Financials & Reports. Motion passed with all “ayes.”*

**Review/Discussion/Question & Answer of Church Financial Statements & Related Reports for April & May**

**April Church Financial Statements & Related Reports:**

* Prior to the June meeting, Marilyn and Amy emailed questions to Justin. Below is the Q&A:
* Wondering what the +$6K in Faith Formation Exp included in April 2025 vs 2024...was that staffing? **Answer:** Faith Formation expenses were higher due to several factors: employee salaries, books ordered for a Bible study, holy year prayer cards, books ordered to hand out during Christmas season, ICYC event payment.
* The $200 Christmas offering - I assume just a late send from a parishioner. **Answer:** this was from a parishioner who does a once-a-year donation from their IRA. They spread the donation across several categories.
* Since Easter was March in 2024 vs April this year, the Easter offering discrepancy makes sense to me.
* What was the Fall Festival income for $2250? **Answer:** the fall festival income was also from parishioners who give once a year via their IRA.
* Page 3 of the income statement, the Memorials-Restricted revenue account had a reduction of $430.15 in the month of April 2025. Please explain the reason for the reduction. **Answer:** the memorial fund was reduced because I made a deposit to that account in error in the previous month. In April, I moved the funds to the correct account.
* Page 3 of the income statement, the Foundation for the Future Expense had $1,622.94 in April 2025. What was the expense for? **Answer:** the campaign expense in April of $1,622.94 was our quarterly interest payment on the loan.

**May Church Financial Statements & Related Reports:**

* Prior to the June meeting, Marilyn emailed questions and feedback to Justin. Below is the Q&A:
* Great reduction in the Archdiocese loan from $125,000 to $50,000.
* Please let me know what the $71.10 expense under the Foundation for the Future was for. **Answer from Justin:** This was for the mailing to Parishioners along with Father Ivan’s letter.
* Marilyn asked Justin to please provide her with account activity in two liability accounts (Community Meals and Matthew 25 Fund), for the time period 7-1-2024 to 5-31-2025. There have been concerns about the need of funding for these two programs (more so Matthew 25).
* Justin provided Marilyn with the requested reports which identified such things as a large donation for $3,500 in January along with the fact that the Matthew 25 Fund continues to decrease (due to more disbursements than donations into the account).
* It appears that more people are utilizing these services lately. There may be an appeal being worked on (by Cindy, who is a paid employee under Mathew 25), and Catholic Daughter’s may also be contributing funds.
  + Justin mentioned that the detailed records for the Matthew 25 account are available (from what communities and what expense types along with Cindy’s salary breakdown/details), which are shared at the Social Justice meeting by Cindy and which Justin will share for the next Council meeting.
  + Gary graciously volunteered to sit down with Cindy to walk her through the Council’s questions surrounding the details requested for the Matthew 25 account.
  + Brock had a question regarding the negative amount this May in the In and Out account vs last year’s $9K amount (from the May church balance sheet). Per Justin, the Parish In and Out account is where the school 401k is paid from.  Michelle at the school will transfer to me the school's portion of the invoice and then Justin will pay the invoice.  Employees are paid on the last Friday of the month, so depending on the actual date the money may come in and go out in the same month or in different months.  There are other transactions that go through the Parish In and Out account, but the 401k transactions are easily the largest/most noticeable.

### *A Motion was made by Brock and seconded by Erin to approve the Church Financials & Reports. Motion passed with all “ayes.”*

**2025-2026 Church Budget (Review of Final):**

* + Marilyn’s pre-meeting feedback and suggestions to Justin:
* Excellent job on the budget
* Columbus Support - I assume that is a firm number from the CVCA board.
* Since the budget shows a profit, I have suggested some minor changes in some expense accounts. See below:

       Account                              Proposed Budget                       Suggested Budget

  Priest Compensation                 $56,800                                       $57,000

  Lay Retirement                          $5,200                                         $5,500

  Capital Improvements                $5,000                                         $8,000

  School/Preschool Expense      $22,000                                       $23,000

  Misc Administrative                    $10,000                                       $11,000

  Utilities                                      $40,000                                       $41,000

Net Gain from Operations            $56,000                                       $49,500

Consolidated Gain                      $157,000                                     $150,500

* The above budget expenses are minor. But the suggested budget amounts would be slightly higher than the projected 6/30/2025 amounts.
  + Father Ivan note that the budget shows a reduced school subsidy of $50,000. Father would like to see this reduction or even more each year on going to be placed into a CFAD account. This would happen at the end of fiscal years and be held as reserve funds, as we do not have one presently.

### Priest compensation is a known amount, and Lay retirement is based upon those currently utilizing 401(k) with max calculated.

### The proposed budget by Justin will remain as is with the suggestion by Marilyn (see above) to increase Utilities to $41,000.

### *A Motion was made by Brock and seconded by Gary to approve the Church Budget as well as the proposed Budget with the noted Utilities change. Motions passed with all “ayes.”*

**Foundation for the Future Campaign Update**

* + The current amount received in donations totals $1,259,687 with outstanding pledges totaling $94,956.
  + Outstanding balance of loan to the archdiocese is $50,000. Justin feels we may be able to make the final payment (remaining balance) in June or July.

### Previous Business

* + Pastoral Appointment of Finance Council Members: Kathy Butler (1st term), Buck Kerndt (2nd term) and Gary Winterhof (2nd term). Kathy was appointed with Buck and Gary re-appointed.
  + Election of Officers for the next fiscal year; Marilyn (Chair), Gary (Vice Chair), Kathy (Secretary).

### *A Motion was made by Brock and seconded by Erin to approve the election of Officers. Motion passed with all “ayes.”*

* Haiti update: no funds have been given recently and there were no recent updates to provide.

### New Business

* Next Meeting Date: Tuesday, August 12, 2025, at 5:30 PM
  + Marilyn can only attend the August meeting for one hour.
  + Father Ivan noted that a third window will be added, and the two current clouded windows replaced along with a minimal speaker system added so that those in the hallway overflow for daily mass in the Chapel can see and hear the mass. This will happen within the next 4-6 weeks.

### Closing Prayer was prayed.

Respectfully Submitted,

Amy M. O’Donnell-Rube