

**St. Patrick Finance Council  
Meeting Minutes  
April 8, 2025; 5:30 PM – The Commons**

**The meeting was called to order at 5:30pm** (after Marilyn thoughtfully and graciously provided cake to celebrate the end of Amy's term).

**Meeting Attendance included:** Fr. Ivan Nienhaus, David DeMoss, Molly Lahart, Gary Winterhof, Marilyn Voorhees, Justin Krieger, Buck Kerndt, Amy Rube, and Erin Lyons.

**Absent:** Brock Krejchi (joined at 6:20pm)

**The Finance Council prayed their opening Prayer.**

**Review/Correct/Approve Minutes from the February 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 Erin and seconded by Gary to approve the February minutes. Motion passed with all "ayes."*

**St Patrick School Update/Review & Discussion of School Financial Statements & Related Reports for February & March**

**Catholic Schoolboard Updates from Molly:**

- There are currently two hundred students enrolled at St. Patrick.
- St Patrick has been reimbursed for all the safety expenses recently implemented.
- Registration is now open for the next school year.
- ESA opened on April 15<sup>th</sup>; all St Patrick students are eligible for the ESA this year.
- A teacher for 5<sup>th</sup> and 6<sup>th</sup> grade has been hired to replace Mr. Wheelan.
- Next year, there will be two classes for kindergarten, 1<sup>st</sup> and 2<sup>nd</sup> grade.
- Our Spanish teacher submitted their resignation which is now being recruited.
- The Main Event and Annual Appeal raised over \$100,000, which is more than ever before.

**February Financial Statements & Related Reports:**

- Prior to Tuesday's meeting, Marilyn and Amy emailed Principal Jon Wiebers with report questions:
  - Per Jon, the expense of over \$30,725 in medical insurance was for two months along with our rate increase.
  - February Balance Sheet Other Liabilities - what is the Football Bash \$7,187.72? (I see a note that this is promoted for the new playground, just wondered some details on what this is and the expense). **Jon's Answer:** the Football Bash is our profit this year. We have not necessarily committed that to the playground update at this time.

- February School Income Statement:
  - 5320-1125-00 K-8 Teacher supplies 1,502.17 this year vs last year of 199.97
  - 5320-1137-00 Technology 1,232.60 this year vs last year of 746.00
  - **Jon's Answer:** Teachers needed supplies which is why the supplies are higher; for typical things for each year. We also had to order a new computer which is why the technology item is higher.}

### **March Financial Statements & Related Reports:**

- Income statement note from Justin: the money in Grant Income is from the grant money we received for updating the camera/security system that was previously reported in Building Improvements.
- Questions from Marilyn (answers to follow once Jon has the opportunity to review and respond to them).
  - Lego League liability balance of \$3,573.80 has been the same balance since 7/31/2023. Molly Lahart mentioned that there was not a Lego League for the current school year. That may also be true for the previous school year. Do you anticipate a Lego League anytime in the near future? **Jon's Answer:** The Lego League funds will stay in that account. We have not had a coach for the past two years. We are hoping this will come back this coming year. Parents usually volunteer for the coaching and the cost of the supplies are covered with this fund.
  - The Grant/COVID Relief Funds Daycare liability account has had the same balance of \$4,301.66 since 11/30/2022. Does this balance represent any COVID funds not spent? Do you know the source of funds that represents the balance of \$4,301.66? Is there a timeframe for spending these funds? Should any of these funds be recognized as income? **Jon's Answer:** The funds in Covid Relief represent unspent funds. Michelle and I will do some more research on those funds and where they came from. My guess is State or City.
- Marilyn noted the \$385K year to date retained earnings.
- \$517K available cash.
- Father Ivan mentioned discussions he has had with Principal Wiebers regarding surplus ESA monies and how they should be directed on an annual basis and discussed at the next school board meeting. Options include a 25 or 33 percent split between CFAD (there are various term levels), liquid savings accounts and use for special projects (for example, curriculum, buses, security, etc.).
- The Council discussed the need to have more details and visibility around the various fund-raising events and activities throughout the school and parish with more line-item details needed surrounding expenses and revenue so that there is proper internal auditing (of people, processes, etc.) as well as suggestions able to be made for types of spending, etc. At the moment, Justin, Father Ivan, and the Finance Council do not have any visibility regarding any of this. For the Main Event, Principal Wiebers had mentioned previously that there would be more visibility provided to

the School Board ongoing via a register (see February 2025 Finance Council minutes).

- *A Motion was made by Amy and seconded by Erin to approve the School Financials & Reports. Motion passed with all "ayes."*

### **Review/Discussion/Question & Answer of Church Financial Statements & Related Reports for February and March**

#### **February Financial Statements & Related Reports:**

- There were no questions or notes from Justin regarding the February reports.

#### **March Financial Statements & Related Reports:**

- Prior to Tuesday's meeting, Amy emailed Justin with a report question:
  - Income Statement:
    - Educational Ministries (Faith Formation Exp) Amy requested details regarding the increase of \$15, 215.10 this year vs last year of \$9,901.37.  
**Per Justin:**
      - Roughly \$2,000 more was spent on salary/benefits due to salary increase and new employee added to staff.
      - \$1,700 spent on a Faith Formation laptop for a new employee.
      - \$300-\$400 more on text/supplies
      - \$1,000 more was spent on catechist formation (trainer for CGS Level 2 training)

#### **2025-2026 Church Budget:**

- Justin will review the budget for potential approval at the June Finance Council meeting.
- Marilyn provided feedback for Justin to consider as he works through the budget:
  - Faith Formation Rev and Expense; Justin notes that he works closely with this team to calculate this as closely as possible.
  - Gary noted that we signed a contract with Columbus for our support which is a percentage of our income (this rate was recently reduced). This should change very little unless our income increases significantly; Justin concurred.
  - Priest Compensation is provided by the Archdiocese in February which allows Justin to gauge potential salary increases for employees.
  - Misc. Admin expenses were more the last two years than those for which were budgeted. Justin feels this may have been from him recategorizing items which skewed those numbers; however, he will be cognizant of this when budgeting.

- Self-Insurance and Taxation is provided to Justin after he completes the budget, so he ballparks this and typically aims higher.
- *A Motion was made by Gary and seconded by Amy to approve the Church Financials & Reports. Motion passed with all “ayes.”*

#### **Foundation for the Future Campaign Update**

- The current amount received in donations totals \$1,097,606 with outstanding pledges totaling \$115,729. More than 80% has been received with one year to go on the campaign.
- Outstanding balance of loan to the archdiocese \$125,000; Justin feels we may be able to make another payment by June of 50% of the remaining balance.

#### **Previous Business**

- **Haiti Status and Sending of Funds**
  - Justin confirmed the last monies were sent to our sister Church in November of 2024.
  - We will hold off on funds for now/until Brock is able to provide another update on communication.
- Time and talent; this was communicated again back in March in the Bulletin by Jean as a reminder for parishioners to update their status via Realm.
- We are retaining the former US Bank account for a bit just to make sure all is clear. Marilyn knows of no issues with the bank drop box but will ask the counting team just to make sure.
- Justin noted that he has been chosen and is in testing for the new database/portal to be used for the Annual Archdiocese report (completed each August). Justin is utilizing a makeshift version of our report for testing this month and reporting his feedback as if March 31<sup>st</sup> is the end of our fiscal year. The goal is for the new portal to be ready for use this August; Justin noted both positives and negatives thus far (with the user experience not quite there).

#### **New Business**

- June 2025 Meeting: Appointment of Finance Council Members and Election of Officers for the next fiscal year. Kathy Butler to be our new Finance Secretary/Member
- Marilyn will confirm if a reading of the Finance By-Laws is required at the next meeting or not.
- Next Meeting Date: Tuesday, June 10, 2025, at 5:30 PM

Closing Prayer was prayed.

Respectfully Submitted,  
**Amy M. O'Donnell-Rube**