



ST. RAPHAEL THE ARCHANGEL CATHOLIC CHURCH

830 S. Westhaven Dr. | Oshkosh, WI 54904 | 920 233 8044 | raphael.org

Finance Council Meeting

Tuesday, March 18, 2025 – 6:15 PM – Room 105-106

Minutes

Present: Dick Krummick, Claire Kleinschmit, Michael Schellinger, Su van Houwelingen, Peg Sylvester, Dave Hetzel, Mark Lindekugel, Fr. Tom Long, Fr. Ben Pribnow

Excused: Scott Jennings, Ed Jeziorny

Opening Prayer – Fr. Tom

Finance Council Minutes (11/21/24) approved. Agenda addition – further discussion on rectory A/C- furnace system requested by Dick Krummick.

Pastor's Updates:

- **Sacred Heart School/Adoration Chapel:** St. Jude is tearing down the old Sacred Heart School and will build a new Adoration Chapel at that site. St. Jude will be financing the construction and ongoing maintenance of the chapel. There will not be any major capital campaign. Estimated cost is approximately \$1 million. The new adoration chapel will replace the St. Mary location. It will remain a City-wide chapel. Fr. Tom suggested we consider such a donation to put toward it. The Religious Education classes were moved from Sacred Heart School to St Vincent School a few years ago.
- **Employee Bonuses:** (941 Refund and excess) The bonuses were paid out to staff where they had options as to where to direct it, i.e retirement fund. The excess will be used to support staff development /enhancement projects.
- **SFX Investments:** Funds rebalanced in Dec. 60/equity: 40/funds. Rebalancing occurs 2X/year.
- **Bishop's Appeal:** \$145,400 Goal. Approximately at \$120,000 now. Going well.
- **Mark Lindekugel Retirement:** Mark has served St. Raphael for 18 years. He began as an accountant and assumed the role of Business Manager/accountant. He has done a great job for us and will be missed. He will be leaving at the end of June.

Review of February Financial Statements:

Mark went over the highlights beginning with the fact that we are currently \$49,000 above budget in church support.

Our livestreaming revenue from Franciscan Courts increased from \$1800/qtr to 2100/qtr. These funds are completely unsolicited from the sisters and are therefore not included as part of our budget process. Since we do not rely on these funds for any aspect of the budget, it was suggested that we should perhaps set these funds aside for future Technology expenses. A motion was made by Su van H. and seconded by Claire K and agreed to set these funds aside for future technology expenses.

Parish events. Christmas dinner was very successful. Catered by the Roxy. 154 tickets were sold at \$20/ea. Income was \$3080 and expenses were held at around \$1000-1100.

Review of February Financial Statements continued:

Mark emphasized that our budget is driven by contributions. At the end of February, the \$49,000 in excess of budget is consistent with where we were at in prior years. Mark did a review of the past 8 years (including the covid years!) and found the trend to be very reliable. This is a good indication as to future church support.

Total expenses year to date were \$4,000 under budget.

Questions arose from the members regarding designated funds. Mark provided further explanation as to their nature and how they are handled on the balance sheet.

Review of Projects List - updates

- **East side tree line:** still needs a tree or two this spring.
- **Stained glass windows:** completed. Approx cost \$16,000.
- **Overhang/Entrance Canopy Lighting:** An electrician who is a parishioner came forward to examine and with a simple reorienting of the lamp resolved the low light issue!
- **Gathering Space Carpet:** completed. Will finish hallway near restrooms.
- **Rectory Furnace:** There seemed to be some confusion as to which system was going to be opted for. Dick had highly recommended the wireless thermostat option, which Fr. Tom was hesitant to go ahead with since the Rectory does not have internet service. Dick reviewed the benefits of such an option and it was discussed further by asking if the wireless system could be implemented but not necessarily used. Fr. Ben added that perhaps they might go that route planning for future priests at the rectory that may want to install internet service. At present, Fr. Tom and Fr. Ben don't require internet service. The Honeywell Programmable High Efficiency Elite unit will be installed later this year with the wireless thermostat, so we have the capability. Cost is approx. \$14,500.

Future/potential projects:

Rectory Windows: A brief discussion occurred tossing around possible ideas of purchasing windows from a local supplier, i.e., Menards, Home Depot, and having a parishioner install them. The group decided that it was more prudent to have a professional window contractor handle the entire process to avoid any mismeasuring or warranty issues. Dick suggested getting 3 bids and bartering with the 2 lowest. Dick will work with Mark and Howie at getting these.

Church Front Doors: Per Fr. Tom, we have needed work on the church entryway doors since he started here. They are in need of repair or replacement. They are difficult to lock and unlock thereby presenting a safety issue when locked with people inside. Howie is calling places...suggesting trying Valley Door and getting a few bids from Appleton or Green Bay vendors.

Budget Process:

Mark is currently working on. Waiting for April numbers to get a better indication for forecasting. Estimates around 3-3.5% increase in wages; Health Insurance 11-12% increase. Lourdes support is increasing \$20,000. Process very preliminary at present.

Accountant/Business Mgr Position:

Mark currently works 24hr/week. He spends about 2/3 of his time on accounting duties and 1/3 of his time with benefit management; safe environment; supervises maintenance and 3 office staff members. Prepares monthly/annual financials and prepares the budget.

Group agreed that his replacement needs a strong accounting background. Sue van H will aid in the hiring process with Fr. Tom and Mark. Su suggested hiring through an agency on a temporary basis to determine if the candidate fits our needs. It was also recommended that we contact Carl Glowcheski (our bookkeeper Ann's husband) to help in the search.

Council Membership Terms:

- Dick is ending his 2nd term & will continue on as consultant to the council. Thanks!
- Peg will continue and begin a 2nd term.

- Mark will consider serving on council for next year.
- Dave will run again for Trustee.

Catholic Foundation Wills Seminar: Tuesday May 13 8:45 A.M. and 6 P.M.

NOTE: Fish Fry Update-Ed made some vendor changes with the fish supplier which results in some significant cost savings resulting in bigger net profit! Yea Ed!

Closing Prayer Fr. Ben

Meeting adjourned at 7:45pm

- **Upcoming meetings:**
Tuesday April 22 (not 15), 2025 6:15 pm
Thursday May 15, 2025 (w/parish council) 6:30pm (may be subject to change)
Tuesday August 19, 2025 6:15 pm