



ST. RAPHAEL THE ARCHANGEL CATHOLIC CHURCH

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

Finance Council Meeting

Tuesday, April 21, 2026 – 6:15 PM – Room 106

Minutes

Attendees: Jerry Stephens (acting as Chair for Sue vH); Dave Hetzel; Claire Kleinschmit; Scott Jennings; Peg Sylvester; Fr. Tom Long; Fr. Ben Pribbenow; Tony Wihlm

Excused: Su van Houwelingen; Ed Jeziorny; Michael Schellinger

Catholic Foundation: Janet Wagner; Sue Panek

Opening Prayer – Fr. Tom

Finance Council Minutes (2/17/26) approved and noted that March Meeting canceled due to weather.

Pastor's Updates:

- **Fr. Ben** will be moving on to Vocations Director position in Diocese. St. Raphael will be assigned the newly (yet to be) ordained Nathan Budde. Changes will include no weekend masses in Omro/Winneconne beginning in September and new role at St. Jude Parish. Fr. Tom reviewed a few other changes in the Diocese.
- **Bishop's Appeal:** Appear to be on target for this time period. Only a few hundred dollars off of financial goal but number of donors only at 451 (555 goal). Only publishing the donor goal in bulletin to encourage more people giving.

Catholic Foundation (CF) Presentation:

Janet Wagner, Asst. Director, provided the council members with a brief history, performance and benefits of utilizing the foundation for our legacy needs. Highlights:

- 30-year history as fundraising arm of the Diocese started by Bishop Banks.
- Excellent source for online giving. Over 400 Funds and Endowments.
- Over \$ 200 million in managed assets.
- In the Top 10 in the country.
- Separate entity from the Diocese; 501(c)3; 100% Catholic Board; vetted, dedicated members.
- Represent 16 counties of the diocese.
- Committed to excellent staff, transparency, ability to see how funds are used and donor intent.
- Investments are in line with Catholic teaching.
- Investment Committee meets quarterly and use Alpha out of Milwaukee as advisor.
- Funds average 8% with a 5% distribution, which can be taken or reinvested.
- Aid and use of their promotional expertise in legacy giving.

St. Raphael currently has 2 funds at CF. The St Raphael The Archangel Parish Designated Fund and the Young Disciple Fund. Both these funds are “restricted” and can only be used for what they are designated.

Considerable discussion followed regarding how we could set up our own “unrestricted” legacy fund to handle the bequests and donations that we discussed at our prior 2/17 meeting which prompted further talk on the terms of gift policies. Janet briefly described some scenarios on how we could accomplish this and will provide Tony a copy of their Gift Acceptance Policy to work from.

We then contrasted the CF and St Francis Xavier Investment funds and all concurred that the CF with a goal to grow would be the best way to handle these estate gifts.

Fr. Tom raised the issue of how do we help our parishioners' awareness and ability to work thru the process of contributing to a "legacy endowment". Janet reiterated that we simply continue to plant seeds...presentations, witness testimonies, bulletin ads and inserts. Janet will email Fr. Tom 2 model handouts.

To initiate a fund requires \$500. It is not considered fully funded until there is \$25,000 in it.

Review of Monthly Financials:

Tony mentioned a few highlights for the month:

Church support is great. Fr. Tom's stipend from his diocesan work at chair of Priest Personnel Board is offsetting pastoral care (priest) expenses. We are under budget in personnel.

The 4th and final payment of \$25,000 for the St. Jude Adoration Chapel was made in April.

The SFX investment accounts lost \$42,000 in one month but already recouping this month. This is another reason Tony will not include investment income as part of the operating budget.

A question arose as to the higher than normal balance in the Good Samaritan Fund. Fr. Tom explained that the Sisters donated a sum of \$15,000 for the ongoing needs of families, which has temporarily inflated the account.

Tony continued with explanation of how he is examining our capitalized assets and rebuilding a current schedule of assets per diocesan guidelines and thresholds which are capitalization of single purchases over \$1,000 and projects over \$5,000. None opposed to this task and method.

Budget:

Members were provided a sample of Tony's 26/27 budget, forecast of remaining months of 25/26 year and explanation how particular areas were assessed. Tony met with each parish department to evaluate upcoming needs. Specific areas addressed to members:

- Will **NOT** be including investment income as part of operating budget.
- Church support will be determined by actual YTD + budgeted remaining months + **3%**.
- No budget inclusion for Bishop's appeal overage.
- Payroll increases of 3.5%, following the Diocesan increase.
- New copier expense projected.
- 12 months of Fr. Tom's stipend as revenue this year.
- Continuation of Chaplain's stipend for Fr. Nathan at Lourdes Academy as revenue.
- Franciscan Court technology stipend...to be included in budget.
- Health Insurance has increased 8% but we may not experience that depending on each staff member's particular plan options. Open enrollment begins next month.
- Zillges gifted us \$7,221.50 in discounts against our snow removal. We need to be mindful going forward that this may not always be the case.
- Facilities Improvements to keep aware of: St. Jude Adoration Chapel payment complete; Rectory windows April/May and what specific dollars are intended for these types of improvements. Tony is reviewing restricted dollars against these capital projects and properly document.

A motion was made to accept proposed budget and the budget was approved.

Finance Council Membership:

Trustee: Ed Jeziorny's term (3 term-6 year max) as Trustee-Secretary is finished. Fr. Tom nominated Jerry Stephens who accepted. Elections are in May.

Finance Council: We will need 2 replacements to fill Su and Jerry's positions. It is an appointed position. Fr. Is looking for some recommendations. It would be beneficial to seek persons with accounting or legal backgrounds. Michael Schellinger advised Fr. Tom that he would continue if younger members were not available to replace.

Review of Projects List – updates

- **Rectory Windows:** Scheduled for April.
- **Copy Machine:** Currently operating on a time & materials basis. Tony working on new copier quotes.
- **Roof/Shingles:** Experienced leaking over the Easter services when heavy weather persisted. Have two quotes with a possible 3rd. Tony still researching invoices from the 2013 project in hope that some warranty may apply. One possible contractor, Rutters, can work with these warranties. Topic of potential metal roof options. Will probably be cost prohibitive. Rubber roof in back is giving indication of replacement in about 3 years.
- **Church Pick Up Truck:** No changes. Retaining.

Future/potential projects:

- **Church Front Door Replacement:** Front doors were adjusted, but still experiencing difficulties. To replace will be a \$54,000 proposition.
- **Parking Lot:** Nothing required this year. Crack Repair 2027/28. Sealing 2028/29.
- **A/C Furnace:** Project estimated upwards to \$100,000.
- **Carpeting:** Other hallway areas in need of replacement. Not a priority at present.

Estate Gift Policy:

Fr. Tom suggested we table this item, however a short discussion ensued emphasizing the council members' desire to have a basic policy in place as soon as possible to handle the \$90,000 bequests. All members are in agreement that a CF Legacy unrestricted endowment fund would be the best place for this. As regards the policy, it was suggested that any donations under \$25,000 would completely go in whereas donations in excess of \$25,000 would be distributed per the discretion of the council. We should put all of the donations in as we do have access to over \$1 million in other investments. Until we can get the agreement set up with CF, Tony will put the sum in a Money Market.

The Oshkosh Area Community Foundation will be coming in for the June 9th meeting. Tony feels we need to be upfront with them regarding our decision to go with CF for a St. Raphael Legacy Fund. We do have accounts with OACF.

Closing Prayer Fr. Tom

Meeting adjourned at 8:20 pm

Upcoming meetings:

Thursday May 21, 2026 – 6:30 pm Joint Meeting Parish Council

Tuesday June 9, 2026 (**second Tuesday**) - 6:15 pm Oshkosh Area Community Foundation

Tuesday August 18, 2026 - 6:15 pm

Tuesday September 15, 2026 - 6:15 pm