

# St. Catherine of Alexandria

## Minutes - Finance Council Meeting

May 20, 2025 – 3:00 pm

(This meeting satisfies the requirement for the annual Corporate Board Meeting)

Members Present: Fr. Paul Duchschere, Steve Jorissen, Rhonda Fairfield, Jeff Bopp

Members Absent: James Nelson

Others Present: Jessica Storhoff, Nick Lee, Seminarians Dalton Booth and Anthony Wanner

**Opening Prayer** - Led by Fr Duchschere

**I. Additions to the Agenda** – Fr. has some informational handouts for new business

**II. Approval of the Minutes** – Jeff moved to approve the meeting minutes from April 22, 2025/ Rhonda seconded/ all in favor minutes approved.

**III. Financial Review** - Steve Jorissen presented the financials stating that the church is doing well, the school is over budget, will need to take from savings to cover the difference. Rhonda moved to approve the financial reports presented/ Jeff seconded/ finance report approved.

#### **IV. Old Business:**

**Day Care Update** – State Licensing was done Monday, fire inspection was completed today, and health inspection is on Thursday. Have 20 children enrolled so far and enough staff hired. Facility projects are going well, most of the classrooms have been painted and are set up, two bathrooms have been installed, kitchen renovation is almost done. The daycare kitchen will not be finished by June 2<sup>nd</sup> but hopefully soon after. Daycare will use the school kitchen till the daycare kitchen is done.

**Review school fiscal year 25-26 budget** - Mr. Lee presented the proposed 25-26 school year budget. He stated that he needs to adjust the Parish Subsidy and the Teacher Salary amounts. He stated that he over budgeted the daycare expenses and under budgeted the daycare income since it is such an unknown at this time. Fr. Paul moved to approve the proposed school budget for 25-26 with the adjustments Mr. Lee mentioned/ Rhonda seconded/ 25-26 School Budget approved.

**Capital Campaign update** – Jess is sending out payment reminders based on monthly, quarterly and yearly pledges. Many online payments being made through the church online giving.

**St. Catherine Improvements** – All the roofs are done except the steeples on the church. LaValle Flooring has done most of the work already in the basement and on the stairs, will start on 2<sup>nd</sup> and 3<sup>rd</sup> floors in the school once school is out. HVAC system is being worked on here and there and will be worked on a lot more once school is out.

**MDU Gas update** - No update from last meeting

**Finance Council by-law review** - On hold for now

**Review proposed fiscal year 25-26 budget** - Steve went over the proposed Church budget with the changes made from the April meeting. Fr. Paul moved to approve the 25-26 budget/Jeff seconded/Budget approved.

**V. New Business:**

**Fr. Information Handouts** - Fr. Paul passed out a handout with the 25-26 Finance and Pastoral council meeting dates. He passed out a School Subsidy handout. He passed out a Council Member timeline handout. His final handout was a Capital Campaign expenses paid to date handout.

**VI. Other:** Next meeting Tuesday, June 17, 2025 at 3:00 pm

**VII. Adjourn and Closing Prayer:** Rhonda moved to adjourn the meeting/Jeff seconded. Meeting adjourned. Fr. said the closing prayer.

Respectfully submitted by Jessica Storhoff