

**St. Michael's Parish
Administrative Council Meeting Minutes
Tuesday, October 27th**

Present: Ed Walter, Matt Grausam, Ed Steffl, Jack Carlson, Pat Wildt, Fr. Sam Perez, Judy Walter, Joel Heiling, Myron Mathiowetz, Fr. Mark Steffl, Dan Davis, and Tiffany Hoffmann

The meeting was called to order at 7:00 PM and began with prayer.

1. The agenda and minutes were approved from the previous meeting.
2. Financials were reviewed and approved. Matt noted the first round of tuition subsidies went out in September. Larger expenses for this quarter were for parking lot repairs and rectory air conditioning. Matt is finalizing closing out accounts for St. Michael's School.
3. Custodial - Discussed various maintenance issues that have come up. Quote was received and approved for replacement of the telephone in the elevator. Phone in social hall kitchen will be disconnected. Request was made to have cell numbers available for maintenance issues. Matt shared that trash pick-up at St. Michael's has been changed to every other week and a smaller dumpster was requested to reduce expenses.
4. Schouvieller Bequest - St. Michael's received a gift of \$25,000 from Richard Schouvieller which was put in the general operating fund.
5. Religious Education - Dan Davis reported on the religious ed program. Staff and students are adjusting to the COVID protocols. We are still in need of an 8th grade teacher (Fr. Sam has been covering). The program has 48 students with a few new students from Franklin, Morton, and Morgan. The puffin fundraiser went well with over \$2,000 raised for St. Michael's program.
6. Fall Dinner/Raffle - was changed to raffle only due to COVID. Tickets and donations are due by October 31st at which time the drawing will be held.
7. Facility Rental - Cedar Mountain no longer needs to rent space for their event due to COVID.
8. DMA - Parish goal is \$10,520 with 20% of that coming back to St. Michael's. Discussion on where funds are needed....repair of front steps, rectory updates, floor repairs in breezeway. Decided to designate the returned portion for ongoing maintenance of the parish.
9. St. Joseph, Clements - The land has been purchased with the proceeds going into the cemetery account for perpetual care. Once things are finalized St. Michael's will assume ownership of the title for the cemetery. After things are wrapped up the civil corporation of St. Joseph's will be merged into St. Michael's. A permanent location for the St. Joseph's statue is still being decided.
10. School - Many items were sold over summer, but things remain. Possibility to put items on an upcoming KC auction or parish rummage sale. Fr. Mark will also check into sending items to San Lucas Mission. The Sausage Dinner is the next event tentatively scheduled for January using the school space.
11. Lawn Pro - discussed renewing the contract for another year. Motion by Joel Heiling, seconded by Judy Walter to approve.
12. Dropbox - discussed adding a dropbox in the breezeway for parishioners to use when the parish office is closed. Fr. Mark will visit with Bob about purchase and installation.
13. Hymnals - Fr. Mark proposed to put the hymnals back in church. Hymnals will be available each week, but parishioners are still welcome to take books home with them if they choose.
14. Other business - discussed the appointment of a new Bishop....Fr. Mark said the process could be lengthy.
15. Next meeting is scheduled for January 19th at 7:00 PM in the church basement.

Motion by Ed Steffl, 2nd by Myron Mathiowetz to adjourn the meeting. Meeting adjourned at 8:10 with closing prayer.

Respectfully submitted,

Tiffany Hoffmann