

St. Mary's Parish
Administrative Council Meeting Minutes
Monday, April 5, 2021, at 6:30 p.m. in the social room

1. Call to Order - Present: Fr. Mark Steffl, Jared Miller, Andrea Boyle, Brenda Walden, Mark Schwartz, Mary Krambeer, Terry Helget, Lisa Portner, Matt Gausam, Peter Roufs, and Chris Heiderscheidt. Absent: Sean Connolly, Dan Davis, and Mary Portner. Fr. Steffl led the opening prayer.
2. Financials – Matt Gausam presented the proposed budget for FY 2021-2022 reflecting an income of \$6.45. The budget was approved. Matt reviewed financials for the eight months ending February 28, 2021. The increase in adult church support helps tremendously in managing the daily cash flow, Christian Brothers investments gained \$189,000 in market change since the beginning of the FY, Caribbean Knights raffle ticket sales were higher than previous years and our first round of PPP loans (\$403,000) has been forgiven. Our second round of funding will be booked once we reach the figure needed for forgiveness which usually takes about three months.

Employee Retention Tax Credit: The diocese has determined that we are eligible for the ERTC. We will move forward with process.
3. Pandemic Protocols/Updates – Things are going well. The restriction has been lifted regarding funeral luncheons so we have been be served.
4. School – Peter Roufs reported things are going well. Mary Gangelhoff will be retiring, both basketball teams are heading to State playoffs, our test scores are good and we are in the process of planning for the next school year. Our decision to have the students attend school during the pandemic has proven to have a positive impact overall.
5. Religious Education – Dan Davis submitted his report. Attendance remains good. We continue to meet until the last night on May 5. Confirmation was held on March 14 and First Communion will take place May 2. *Totus Tuus* program will be offered the week of June 7-10.
6. Youth Group – Continues to go well with a group of students meeting on Sunday evening with Fr. Zachary.
Adult Education/RCIA – the Adult Ed classes were held with another session offered in May.
7. Maintenance –Fr. Steffl reported that a letter was mailed to our parish families today about the terrazzo church floor and remaining stained glass window project. This project also includes minor updating to the structure and some pew refinishing. Sleepy Eye Electric has been contacted about the security camera system needed for the church and school. An air conditioning unit will be installed in the school cafeteria this summer.
8. CCW/KC's/Societies Updates – The festival committee is working on plans for the summer parish festival and the Cadillac Dinner will consist of a drawing only this year to be held after the 5:30 PM Mass on April 17.
9. Meeting adjourned Fr. Steffl closed with prayer

Respectfully submitted by Chris Heiderscheidt