

St. Mary's Parish
Administrative Council Meeting Minutes
Monday, October 19, 2020, at 6:30 p.m. in the social room

1. Call to Order - Present: Fr. Mark Steffl, Jared Miller, Andrea Boyle, Brenda Walden, Matt Grausam, Peter Roufs, Sean Connolly, Dan Davis, Mary Krambeer, Mary Portner, Josh Sellner and Chris Heiderscheidt. Absent: Mark Schwartz, and Terry Helget. Fr. Steffl led the opening prayer.
2. Financials – Matt Grausam reviewed financials for the three months ending September 30, 2020. The Sunday offering adult envelopes are ahead of last year at this time by \$17,000.00 which helps make up for the loss of revenue due to less athletic and fundraising allowed. Tuition income has decreased by \$37,000.00 due to families who have transferred or decided to home school with the pandemic. There has been an increase in employees enrolling in health insurance as well.
Nex-Tu-Nu II - sales are higher than ever. They are working hard to keep up since fewer volunteers are available during the pandemic.
Summer Festival – This year the festival was limited to a silent auction and raffle sales. Our profit for 2020 was \$28,496.76 compared to \$31,284.55 in 2019. These great results are due to increased donations and raffle ticket sales this year.
Estates – St. Mary's parish has received significant estate gifts recently which will help build up our savings.
3. Pandemic Protocols – Fr. Steffl received a call from OSHA as we were reported by a school employee accusing us of not following protocols. We have since provided the necessary information indicating otherwise. This comes as a surprise as we continue to receive positive comments from the general public on the safe environment we have established during this pandemic.
4. Adoration – We have purchased an app for adorers to utilize. A letter will be sent with more information pertaining this.
5. Religious Education – Dan Davis reported that religious education began on September 9. Puffins Pastry fundraiser began on September 30 and will be delivered October 28; it was a good fundraiser. The first two Confirmation meetings were held with the third scheduled for November 22. The 3rd graders received their First Communion on September 27. Plans are underway for the 2nd graders to receive their First Communion in May.

School – Peter Roufs reported the marathon went well considering the revised walking format to accommodate the pandemic. We continue to receive donations but receipts indicate we will exceed our goal. Homecoming week is underway; the students have been great considering the challenges surrounding the pandemic and weather with a late homecoming date. Activities are being livestreamed for the general public.
6. Youth Group – Fr. Zachary Peterson has begun leading this effort on Sunday evenings.
7. Adult Education/RCIA – RCIA will be offered if the need occurs. TMIY began and offers great information for men.
8. Maintenance – Fr. Steffl reported that we need to begin addressing the wear on our church floor. There are church windows left yet to repair in the bell towers and sacristy. The windows in the south entrance are also in need of repair. Church security is another issue under consideration.
9. Diocesan Ministries Appeal – Our assessment this year was increased. We have decided to use the funds received from this appeal to improve the remaining landscaping around the church building.
10. Next meeting – Monday, January 11, at 6:30 PM. Fr. Steffl closed with prayer.

Respectfully submitted by Chris Heiderscheidt