

St. Luke the Evangelist Catholic Church – Finance Council Minutes

Fiscal Year: July 1, 2022 – June 30, 2023

January 26, 2023

Attendance:

Priest(s):

Fr. Kenneth Halbur	x	Fr. Ryan Andrew	
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Members:

Andrew Gall	x	Kyle Wehr	x	Kevin Fisher	x
Bruce Mehlhop	x	Dustyn Curran		Andrea Daniel	x
Jimmy Becker	x	Anna Schaffer	x	Daniel Kunkel	

Trustee(s):

Dana Bastian		Bruce Mehlhop	x
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The meeting was called to order at 7:18 pm. Opening Prayer by Fr Ken.

Overall Updates:

- Parish –
 - Ignite! hit 90% of goal
 - Commitment weekend is this weekend (January 28/29) to wrap-up
 - SLTE receives: 15% of \$625,000 + 100% above the goal
 - Tri-Council Last Week
 - General discussions
 - Weekly events during Lent: Stations of the Cross, Fish Frys, etc.
 - Merging of the ‘core values’ / slogans between school and parish; Fr. Ken still checking with a few people before executing
 - School: We Pray, We Learn, We Serve
 - Parish: We Worship, We Teach, We Care
- School –
 - Education Savings Account (ESA) approved by the state legislature:
 - Eligibility during FY24 will be Any Kindergartner, Any transfer, Any student from a family at or below 300% of poverty student (~15% of current students)
 - CTO dollars previously going to these <300% of the poverty level students will likely be shifted to student between 300% - ~450% of the poverty level and we’re anticipating 80%-90% of tuition being covered for this group by CTO
 - CTO must distribute ~93% of the \$3.1M collected in 2022 during 2023
 - 7% Tuition Increase ‘locked’ for next year
 - Phone is ringing about student inquires since the bill passed; ~15 calls per day
 - ~370 capacity for the school currently, but it’d be tight on space at that point
 - Fifth Grade to Sixth Grade
 - 16-18 registered before ESA passed
 - 24 now and decision made to retain the second teacher to get capacity up to 40 for FY24
 - Continuing to add one room per year; FY24 will be seventh grade
 - Current Sixth Grade: Three requests in the last week to transfer during year (now); not sure why now
 - Students that are not related to the school are currently being told that they will be contacted later to confirm their registration

Review & Approve:

1. Meeting Minutes – Approved via email (need to standardize process)
2. Financials – (December)

Questions:

1. 124410003 Fund Raising Income: YTD last year was ~\$65,000, what was this? Brick campaign.
2. Is there opportunity to bring CGS to St. Luke's and/or reallocate these funds to a comparable program?
 - a. Some parishioners are certified; David is working to identify a coordinator to operate the program
 - b. ~\$6,000 (1029 RE Expansion) was a special collection for CGS
3. Is there anything we can and should be doing now to build our endowment fund?
 - a. Probably has opportunity cost implications around capital projects and therefore probably want to hold off for now
4. Why is health insurance lower than budgeted YTD?
 - a. Hypotheses:
 - i. Fewer teachers taking insurance
 - ii. Haven't received many bills yet from the diocese
5. Why is Property and Liability & Workers Comp Insurance higher than budgeted YTD?
 - a. Hypotheses:
 - i. Fewer teachers taking insurance
 - ii. Haven't received many bills yet from the diocese
6. Is there a reason that the school doesn't budget for retreats/student activities?
 - a. Neither budget income nor expense
 - b. State *may* pay for some of these activities
7. For auxiliary orgs, does this net positive with the income received? I'd assume so based on the amount of funds held in the account but was wondering if there was a way for us to track this moving forward.
 - a. Formal structure of the FSA has broken down as the school board has transitioned and there is probably a lack of oversight currently because of that
 - b. Treasurer / governance structure (for finances) needs to be established – Finance Council to ask School Leadership Council to establish this governance structure

Recommendations:

1. We have ~\$9k in Funds Held For Others that should be applied to pay down debt on the rectory. Given the rectory only has ~\$33k remaining, let's just apply funds from this account monthly until the debt is gone.
 - a. Motion: Kyle
 - b. Second: Andrew
 - c. Vote passes unanimously
2. Jimmy suggests moving the New Road mapping contract work into Capital expense from operating expense.
 - a. Motion: Bruce
 - b. Second: Andrea
 - c. Vote passes unanimously

Topics:

3. February Bulletin Insert (included in email, need to finalize, and set a date)
 - o Council collaborated on final design/language; Anna will send for final proofing
 - o Scheduled insert for weekend of Feb 18/19
4. List of Capital improvements (major repairs/maintenance, replacements, etc) (need to schedule and complete)
 - o Andrew is taking the lead on reviewing/collaborating with Fr. Ken
5. Overview of Sharepoint & delegate doc dump
 - o Kyle has the lead on dropping financials and other working documents into sharepoint

Motion to adjourn (Anna), second (Andrew), passes. Closing prayer by Father Ken.