

Parish Council Minutes
November 28, 2023

1. Attendance
Present: Mike Buchanan, Ginny Morgan, Dan Flynn, Ty Buesgans, Joan Brueggemeier, Renee Schultz, Leticia Fogarty, Bob Smith, Cindy Berger, Sandy Schroers, Father Kaluza, guest Sue Schultz
Absent: Allen Schmitz, Tim Murphy
2. Opening Prayer: Father Kaluza
3. Approval of Minutes
4. Discussed the synod
 - a. Bob said it has been a struggle. Make co-captains.
 - b. Joan, Leticia, Bob, and Mike will meet to make a plan.
 - c. Six have committed to be small group leaders. Tim Halloran, Doreen Smith, Paula and Jim Covington, Pat Schroers, Loree Heinkel. Groups start Feb. 14.
 - d. Mike shared his experience with his men's group.
 - e. Idea was suggested to use the book given out at Christmas to start groups.
5. Church Painting
 - a. Beautiful completion of the church!
 - b. Hired a cleaning company after scaffolding out. \$3000 very worth it Renee reported
 - c. Lighting on altar needs attention. Keith and Pat know about it.
 - d. Compensation for Covingtons was discussed. (water, electric used by painters)
 - e. Renee reported the organ pipes need cleaning. \$7500 ?? Renee made motion to get a bid. Mike seconded it.
6. Welcoming
 - a. Sandy stated there are many new members signing up. Joan and Sandy will reach out to them.
 - b. Father called the Archbishop's office to get a date for him to come and see the new painting. Hoping for January. We will do a reception after Mass. Tours discussed also.
7. Cemetery
 - a. Two families donated 2 trees which were planted.
 - b. Tree project done for now.
 - c. Dan gave a report regarding cemetery road and shed needing shingles.
 - d. Waiting on a bid for tuckpointing the rock wall.
8. Maintenance
 - a. Bob gave report.
 - b. Need puck lighting for windows. Will work with Pat.
 - c. Will continue live-streaming the 4:15 Mass for homebound. Dan working on repairs.
 - d. Renee asked for someone to help. It has been Keith or Bill.
9. Lay Advisory
10. Volunteers
11. New Business
 - a. \$500 donated by K.C's for parish hall speakers. May cost \$4000
 - b. Christmas Mass times discussed. Will have Sat. 3 p.m, 4:15, Sun. 8 & 10 a.m.

c. Ty added the Lutheran Home/Kingsway ministry has started up again.

Meeting adjourned with prayer at 8:35 p.m.

Next meeting: Tuesday, January 30, 2024

Submitted by Sandy Schroers

Finance Council Minutes 11/28/2023

Attendees: Charlotte, Kelly, Jim, Dan, Joe, Jerome

Meeting began with a prayer at 7:34 PM. Jim

Mission Statement for Finance Council provided to the above attending group. Jim

Notes from September 26 were approved as written.

Discussion of September Financials:

Sunday and Holy Day contributions have been challenged by the Summer Season, Parish Painting Project to include continued financial contributions to the project, and Mass location in the Church Hall.

The Painting Project has been fully funded. The Painting Company has been paid. There remain several outstanding costs associated with the project that very soon will be paid. The consensus of the Council is that the outcome of the painting project has provided OLP an outstanding addition to OLP's Catholic Community. Hats off to everybody involved with the success of this project.

The Fall Festival had a very positive outcome. Just under \$35000.00 net revenue.

The OLP Preschool budget offers a positive income position currently with being a benefactor of a \$25000.00 grant.

Enrollment numbers in Elementary, and Preschool continue to be a work in progress.

Discussion of Capitalization Policy:

The opinion of the Archdiocese is positive as to how the Capitalization Policy reads. There was a single amendment within the policy by this Council. Within the Expense Recording aspect of this policy, an amendment to remove wording to include " assets with a useful life of one year or less ". With this amendment provided, a motion was made to accept the now written Capitalization Policy for Our Lady of the Prairie Catholic Church. Motion passed.

Discussion of Projects along with miscellaneous updates - Kelly

Discussion of Agreed-Upon-Procedures (AUP):

We are working with CliftonLarsonAllen (CLA) to complete our 2023 AUP. This audit is done every three years, or every time there is a change in Pastor and / or a Business Administrator. As per 11-28-2023 CLA will have OLP's audit completed and presented to OLP very soon. This audit cost will be \$4800.00 in addition there also will be a 5% charge for internal and administrative charges.

This completed report will be reviewed during the January 30 Finance Meeting.

Discussion Sound System in Parish Hall:

Project cost approximately \$5000.00. KC's have donated \$500.00.

Discussion Cemetery:

12 additional ash trees and stumps have been removed. All the ash trees are now gone. This 12 tree project cost \$3500.00

Discussion IT Standards (Catholic Mutual Group, (CMG) and Archdiocese Standards)

Current Cyberspace Protection is not compliant with CMG and the Archdiocese. Project cost for the new firewall and three-year license is \$2435.00.

Facility Improvements

1. Painting and cleaning is currently completed. A number of light bulbs will be replaced, and improved, adding light to the beauty
2. The HVAC system has been completed, and inspected
3. Adoration Chapel will now have the opportunity to be used at all hours. There is an electric sanctuary blind being installed to allow a parishioner to control / to Expose and also to Repose the Consecrated Eucharist.
4. Elevator repair work will be completed the week of 11/28/2023. The elevator will then be operating within a regular use permit at that time.
5. A video monitor will be installed in the walkway between the Church and Rodel Hall. This is to be used to promote School and Church activities. This install is to happen soon.

Meeting was adjourned at 8:20 PM.

Closing Prayer.

Next Meeting January 30, 2024.

Our Lady of the Prairie
School Advisory Board Minutes
TUESDAY, November 28, 2023

School Advisory Members present:

Sheila Hendricks, Kim Baltus, Loni Scheff, Ashley Simons, Matt Offerdahl

Absent: Father Kaluza, Jason Palo

1. Opening Prayer led by Loni
2. Meeting was called to order at 7:40 pm with the reading of the OLP School Mission Statement by present members
3. Approval of Sept Meeting minutes
4. Prayer Marathon Debrief and Feedback
 - a. Raised /\$12,060 (goal was \$6000)
 - b. Had matching donors this year
 - c. Duration was 2.5 weeks. Began beginning of October and wrapped up MEA week. **Keep same timeframe next school year.
 - d. Prewritten script was helpful for students
 - e. Was a good marketing opportunity for the school if students went door to door asking for donations and making community aware of our school
 - f. Prayer component was very powerful. Would be great to get parents/family members to attend this part of the marathon.
 - g. **PTA—Ask school families to check with their employers about what type of company match programs they offer for donations or volunteer hours.
5. Committee Reports
 - a. Marketing-Ashley
 - i. Discussed the CSCOE grant opportunity and the proposed ideas for funding.
 - ii. Purchased a TV for digital signage and Yodeck software for promoting the school. Will hang on the wall entering the church stairs/ramp
 - iii. Need to create a Kindergarten and Preschool Open House type event.
 1. Tentatively planned for Friday, January 12th.
 2. Look into the details of St. Johns the Baptist preschool open house promo (door prizes every 15 mins, facebook ads, craft project, adult beverages)
 3. Tuition Form-Fundraising assessment and Volunteer hours assessment—Sheila and Ashley will look at updating the

terminology and expectations on the tuition form before next year's enrollment period.

b. Long-Range -Kim

- i. Tuition Pre-K: Compared tuition for preschool at OLP to surrounding area schools . Determined our prices are competitive and no changes are needed to this pricing at this time. (**See pricing breakdown at end of the document)
- ii. OLP will look to Implement a referral program for next year. (ie) \$1000 tuition discount to families that refer new enrollment and that new enrollee completes one full year at OLP. Tuition discount would be applied the following year. Program would be for any new referrals PreK through 6th grade.
- iii. All School Masses will be held on Sunday December 17 and January 28. Students will be lectors, servers, cantors etc.
 1. Parents and students will be asked to give a brief testimonial about OLP schools at the end of mass. (6th graders on Dec.17 and Parent/family on Jan 28)
- iv. Waffle breakfast Jan. 28. Wolf Ridge fundraiser. Same day as the all school mass.
- v. Fat Tuesday Bingo on Tuesday, February 13
 1. School event for current families. Intention is to be a fun night out for school families.
 2. Bingo and prizes
 3. Free Taco Meal
 4. Adult Beverages

c. Personal and Policy-Matt

- i. Discussed Uniform Policy and fine tuned verbiage about 70 degrees or high days are appropriate for shorts, color of girls cardigans and when/how leggings can be worn by girls.
- d. Seeking Testimonials for January from Matt Offerdahl, Jason Palo and any other school families. These will be shared in the church bulletin, school website and social media.

6. CLOSING PRAYER-led by Matt

Preschool Tuition (2023-24) Comparison

OLP (BELLE PLAINE)

5 full days.....	\$515
3 full days.....	\$355
2 full days.....	\$235
5 half days.....	\$335
3 half days.....	\$235
2 half days.....	\$160

ST. JOHN'S THE BAPTIST CATHOLIC SCHOOL (JORDAN) **has referral program, \$1,000 off tuition

5 full days.....	\$532.50/m
3 full days.....	\$319.75/m
3 half days.....	\$159.92/m
2 half days.....	\$115.92/m

B.P. PUBLIC

3yr/4yr:

3 full days.....	\$325/m
2 full days.....	\$215/m
5 half days.....	\$225/m
(no 5 full days)	

TRINITY LUTHERAN (BELLE PLAINE)

3 yr half days.....	\$120
3 yr full days.....	\$198
4 yr half days.....	\$180
4 yr full days.....	\$297
Transitional Kindergarten.....	parish member \$110.70/m.....non-member \$221.34/m