

St. Margaret of Scotland Pastoral and Finance Council

Meeting Minutes: September 2, 2025, Tuesday 1:30 p.m. *FINAL COPY*

I. Call to Order & Prayer: By Fr. Joe Dorner at 1:30 pm

II. Roll call:

Pastoral Council Members: Ed Nowland (Secretary Trustee), Kathy Vanden Bush, Marcie Crandall - Finance Council Members: Andy Vanden Bush (Finance Trustee) Jim Crandall, Pam Vross, Suzanne Fabisiak, - Supportive Staff: Don Cofta (Maintenance and Building and Grounds), Jenn Cofta (Parish Secretary) - Parishioners: Pat Koskinen, and Mary Koskinen - No absent members

III. Approval of the Agenda

IV. Approval of the Minutes

V. Pastoral council

a. Discussion of Greeters possibly handing out the missalettes

i. Do we want to sell our hardcover books, combined with St. Anthony, St. Margaret, and Sacred Heart and split the profit?

1. ACTION: Jenn will contact Dawn to see if they are interested in selling theirs too, and then coordinate the sale- Currently we have active participation of parishioners taking the Breaking Bread books, and the consensus is that there is no need to hand them out.

b. Music books discussion

i. The need for more Breaking Bread books -

1. ACTION: Jenn to ask if we can purchase half a case from St. Anthony.

c. Future of piano and organ in the kitchen

i. Do we want an organ/piano combo in the future to have the ability for people to play a piano at weddings/funerals?

1. ACTION: Fr. to ask Jeanne Swanson if the current organ has a piano setting.

2. ACTION: Jenn to ask who has serviced our current organ in the past and has it ever been done.

3. ACTION: Jenn to reach out to Debbie Wodenka to see if the current piano in the choir loft can be tuned, and if so how much it would cost.

4. ACTION: Don will get rid of extra organ in the church hall.

d. SWOT analysis: will discuss next meeting.

e. Agenda items for next meeting:

i. Carol Scheidt Family memorial gift of \$1000 - where or what to do with this generous donation and let the Scheidt family know how the money was to be used for

1. ACTION: Think about ideas and prepare to discuss at November 2025 meeting

VI. Finance Council

a. Building and grounds reports

i. Don Cofta general report

1. Don made a general walk through, and will do so monthly.

2. Discussion of repairing the road sign on Hwy 141 and making it more visible.

a. ACTION: The sign will be prepped without sandblasting, and the colors reversed, such that there is a white background with black letters. To increase visibility, we will explore the potential of moving the sign closer to hwy 141. Don will talk with Town Chairman, Ross, to see what local regulations permits.

3. Improving the visibility of our sign on hwy 141 and US 8 by the Pembine sign.

a. ACTION: Don to contact the Chamber of Commerce to see what is possible.

4. Flag pole replacement.

a. ACTION: It was recommended that the signs be replaced. Andy will contact Greg Linsmeyer for a quote .

5. Don will replace the current light fixtures in the hall with recently purchased LED's - only current cost is labor

6. Need to plan for furnace replacement, currently have 4 working, but lifespan unknown; All currently are high efficiency -

a. ACTION: Ed to reach out to Jacobson and/or Sikora Heating and Cooling to set up an annual servicing, and see if they can help us project what we would need to budget future replacement costs.

7. The roof is looking brittle, and thin, and has had leaks requiring

patching. We will need to budget cost of replacing at some time in the future.

a. DECISION: For now it was determined to avoid going on roof, and maintain as necessary.

ii. Developing a 5-10 building project plan:

1. ACTION: Don presented long term project needs to councils

b. Financial highlights since last meeting: (Pam Vross reporting)

i. Finalizing the Budget:

1. ACTION: The Budget will be submitted to Fr. Joe and Dawn before publishing it in the bulletin.

2. ACTION: Jenn will submit the budget to the Diocese at the AFI address.

3. ACTION: Pam will work to get more information on year end data from Cain and analyse with the other Finance Council members. It will then be presented at our next finance council meeting for approval or at least to Fr. Joe.

4. ACTION: Jenn will reach out to Alice at the diocese for help in working with Cain such that we will be able to obtain more complete reporting on a more consistent monthly basis

ii. Father advised that the financial support from the Diocese will continue for the current fiscal year but most likely will not be available for the next fiscal year.

iii. Current number of contributing units

iv. Budgeted expenditures vs actual

1. ACTION: Pam, working with Jenn, will put together a balance sheet and also a bimonthly or quarterly actual to budgeted income and actual to budgeted expense report for future meetings.

VII. Next meeting: Tuesday, November 4, 2025 at 1:30 pm

VIII. Concluding prayer: Fr. Joe Dorner with dismissal at 3:04 pm

Meeting Minutes Recorded by Jenn Cofta, Parish Secretary, and edited by Fr. Joe Dorner.