



Finance Council Minutes

Date: 1/12/26

Time: 7:00 p.m.

Attendance:

Members	Present	Members	Present	Members	Present	Members	Present
Steve Vebber	X	Sarah Hoffman	X	Esperanza Neri	X	Fr. Chris Koehn	
		Reji John	X	Luke O'Rourke	X	Fr. James Singarayar	X
Sean Bragg	X	Steve Joseph		Clare Pope		Fr. Joseph Ita-Sam	X
Lachlan Cox	X	Arvie Lacson	X	Peter Russo	X	Mae Villanueva	
Graham Dixon	X	Nancy Martinez	X	Dawn Smith			
Paul Fedorkowicz	X	Mike Misko	X	Aaron Stutzman	X		
Heidi Hobler	X	Rob Neppel	X	Bob Weisenberger			

AGENDA:

- Opening Prayer
- Chair Announcements
- Accept Minutes of 11/17/25
- School Updates – TFS & Pre-School
- Offertory / Finance Updates
- Maintenance Update – Funding Request
- Pre-School Playground Shade Structure – Funding Request
- Columbarium Update
- Q&A
- Meeting Schedule for 2025-2026 Fiscal Year
- Closing Prayer

ANNOUNCEMENTS:

- Steve Vebber made the following announcements:
- Father Chris is not available for this meeting. Both Father James and Father Joseph are present and will cover for Fr. Chris.
- Steve reminded the members to learn about our various ministries and get involved and serve if possible.
- He noted that on January 24th, the Parish is holding a Wellness day from 8:30 to 12:30 where there will be health screenings and various other health related activities. There is also a yoga class that people can sign up for. If you want more information or if you would like to volunteer, please contact Stacey Shine.
- The church is also looking for Eucharistic Ministers. So please think about joining this ministry and let others know.

OLD BUSINESS:

- Steve Vebber requested feedback on the Finance Council Meeting Minutes of 11/17/25.
- No changes were requested.
- **Vote Taken** – A motion to approve the Finance Council Meeting Minutes of 11/17/25, was made and approved.

NEW BUSINESS:

School Updates:

TFS Update:

- Rob Neppel covered for Dawn and noted that Letter of intent will go out to all faculty in early February, and they are due on February 27th. Dawn will advertise any open positions after this date.
- Current school enrollment is at 693 and is well above the plan of 682 for this year.
- Re-enrollment for school year 2026-27 for current students will begin January 26,2026.
- Enrollment for Kindergarten and new families will begin February 4th.
- Kindergarten responses are expected by February 18th. All others have until March 4th.
- After March 4th offers will be made to those on the waiting list.
- A summary of Opportunity Scholarships recipients for the 2025-26 school year was shown:
Tier 1: 21 (lowest income tier)
Tier 2: 52
Tier 3: 207
Tier 4: 267
Total of 547 students, which is 78.9% of our students (last year 363 students 53.5%).
- A new endowment has been created by a very generous donor. The Anthony J. Anello Endowment was created to support operating expenses of The Franciscan School and can also be used to support teacher compensation and academic programs (75-100%). Secondary support for tuition assistance for The Franciscan School(maximum 25%). Anthony Anello has provided an initial contribution of \$110,000.
- Note that we will only be able to withdraw 4% annually after 3 years from opening the endowment.

Pre-School Update:

- Heidi Hobler noted we have a current enrollment of 171. The budget was built, assuming 166.
- Registration for current students for school year 2026-27 opened January 12th. Class offerings will remain the same as this year. We anticipate the total staff to be about the same.
- Normally we lose about 50% of the students every year as they move on to kindergarten. We already have 100 students that have re-enrolled just today. Heidi noted that the Pre-School relies on word of mouth to get new students.
- Catholic Schools weekend is 1/24 & 1/25.
- We will discuss the shading request for the playground later in this meeting.

Offertory Update:

- Rob Neppel reviewed preliminary offertory numbers for the last 2 months of the year and it looks very good.
- As of this meeting, December year to date offertory is @ \$184K, better than last year, an 8.2% increase. The plan assumed a year-to-year increase of 3.2%.
- For the month of December, offertory is @ \$634K vs. \$564K last December.

- December income Sources: Normal inhouse @\$323K, Faith Direct/ParishSoft @ \$294K, and TipTap @ \$17K.
- Total Faith Direct / ParishSoft donations for Calendar year 2025 was \$2,615,032, up \$15,304 from 2024.
- Total TipTap donations for 2025 was \$69,430.

Budget Area Summary through November:

- Rob Neppel showed a chart showing Income and Expense for our budget areas through November:

		2025-2026	2024-2025
• Church			
• Income:	\$2,591,503	46.4% of Plan	45.5% of Plan
• Expense:	\$2,310,895	41.6% of Plan	43.6% of Plan
• TFS			
• Income:	\$3,721,050	48.4% of Plan	48.0% of Plan
• Expense:	\$3,725,845	48.5% of Plan	46.8% of Plan
• Pre-School			
• Income:	\$699,533	60.9% of Plan	66.2% of Plan
• Expense:	\$550,535	48.0% of Plan	44.8% of Plan
• Columbarium:			
• Income:	\$109,638	49.9% of Plan	51.1% of Plan
• Expense:	\$68,232	31.1% of Plan	14.4% of Plan

- We will start our first round of year end forecast reviews once the December books are closed.

Maintenance Reserve Status:

- Rob Neppel showed the current view of the Maintenance Reserve:

• 11/30/25 Balance	\$1,491,709.90
• Remaining Church Monthly Installments	\$247,916.67
• Available Planned Reserve Funds	\$1,739,626.57
• Committed to Fall/Winter Projects	\$237,600.00
• Remaining Planned Uncommitted	\$1,502,026.57

- Moving forward, we will only reimburse Capital Expenditures as needed to ensure positive cash flows for the budget areas.

- 2026-27 proposed budget contributions \$950,000.00

Fall/Winter Approved Projects Status:

• Replace Anthony Hall & Gathering Space Carpet	\$74K	Scheduling
• Upgrade Security Systems (Video & Door Locking)	\$97K	Pending*
• Renovate 3 rd Rectory Bathroom	\$34.9K	Complete
• Replace Ballfield Backstop	\$13.2K	Complete
• Campus wide Tree Maintenance	\$18.5K	Complete
• TFS Network isolation / reconfiguration (Siena)	Leased	Complete

Note (*) – Pending TFS network reconfiguration to ensure availability and performance for curriculum and testing traffic.

New Maintenance Funding Requests:

- Rob Neppel identified the following new requests for Council approval:

\$ 200,000 (a block of funds) - for HVAC replacements

- HVAC systems are starting to reach end of life
- Rather than requesting funding approval every time something fails, we would like to request a block of funds be approved for HVAC replacements.
- This would cover replacement of up to 12 systems of the average 3–4-ton units
- Larger systems such as the 20-ton units for the Church and Fellowship Hall may require additional funding approval (@ \$80K each)

\$16,000 - to replace fire detection sensors in the Church Mechanical room.

- Critical need since the Church and Anthony Hall do not have fire suppression systems installed (aka: sprinklers).

Total Maintenance Funding Request = \$216,000

- **Vote Taken** – A motion to approve \$216K for Maintenance projects made up of \$200K (a block of funds) for HVAC replacements and \$16K to replace the fire detection sensors in the Church Mechanical room, was made and approved.

Future Maintenance Project Candidates

- Rob Neppel said that Maintenance Oversight Committee is next scheduled to meet on February 5th to discuss Spring/Summer project candidates. All are welcome to attend. These are some of things previously identified that will be discussed.

- Renovation of TFS Bathrooms
- Refinish Church Pews (Kenna is internally discussing options)
- Paint Church Interior (Kenna is internally discussing options)
- HVAC System Replacements
- Additional TFS Network isolation / reconfiguration (Quad Buildings)
- Potentially replacing the Network Fiber trunk line (TFS)
- Adding Security Gates to the TFS parking lot
- Replacement of damaged covered walkway pillars

Pre-School Shade Structure Project:

- Rob Neppel and Heidi Hobler made a request for funding for a Shade Structure for the Pre-School playground.
- There has been an ongoing issue with some of the appliances on the playground becoming too hot to touch due to the sun shining directly upon them. This has particularly been a problem in the small 2–5-year-old section of the playground. There is another part of the playground designed for older kids.
- For the past several years, Preschool Harvest Moon fundraising has been focused on raising funds for the playground and other school improvements, with special focus on the shade structures.
- To date, they have raised over \$45K for the shade structure.
- We have obtained quotes to add two shade structures from the company that built the playground. The cost would be about \$58K. Rob and Heidi recommended on planning up to \$70K to cover potential unknown installation issues.

- The balance of the funding would be covered by the Preschool general savings which has a balance of \$592K as of 11/30/25.
- The shades do have a 6-year warranty, the poles have a 10-year warranty.
- **Vote Taken** – A motion to approve \$70K for two shade structures for the Pre-School playground, was made and approved.

Columbarium Update:

- Rob Neppel shared that the Columbarium Committee approved a Niche price increase of 20% which went into effect January 1st. This is driven by more than expected Niche sales in the new section of the Columbarium. As a result, we will need to build reserves for potential future expansion.
- Sales are averaging 4-5 per month, which is above what we had planned. At this pace, inventory will last only 7-9 years. Expansion planning needs to start 3-4 years earlier (@ 2029).
- We currently have \$47,196 (as of 11/30) in the Columbarium checking account and are proposing transferring \$40,000 of this to the Endowment for Perpetual Care and Future Expansion. \$16,400 of this will go towards our mandatory deposit (15% of YTD sales; added to corpus) and \$23,600 would go for future expansion.
- We will cover any other expenses we may incur through future niche sales.

VOTES TAKEN:

- A motion to approve the Finance Council Meeting Minutes of 11/17/25, was made and approved.
- A motion to approve \$216K for Maintenance projects made up of \$200K (a block of funds) for HVAC replacements and \$16K to replace the fire detection sensors in the Church Mechanical room, was made and approved.
- A motion to approve \$70K for two shade structures for the Pre-School playground, was made and approved.

OTHER:

- Father James said he was supportive of all the recommendations and votes taken during this Council meeting and would take his recommendations forward to Father Chris, who he said would make the final decision. Rob noted that he received a call from Father Chris who wanted to convey that he will support all of Father James' recommendations.
- There is no further update on the San Damiano House currently.
- Phase 3 of the signage project is in process. We expect the new signs will be in place very soon.

FUTURE MEETINGS:

- Schedule for Fiscal Year 2025-26 Finance Council Meetings – All meetings start at 7:00 p.m. on Mondays.
 March 9, 2026 - Spring / Summer Maintenance Projects
 April 27, 2026 - Approve School Budgets
 June 1, 2026 - Approve Church & Columbarium Budgets