

St. John the Baptist Catholic Parish
SJB Parish Pastoral Council Committee Meeting Minutes
BRING PEOPLE – BODY, MIND AND SOUL – TO CHRIST

Meeting Date: August 19, 2025

Call to Order: 7:00 pm

Prayer: Father Paul Ruwe

PPC Members: Dave Haller; Doreen Heuser, Sylvia Ruthven; Louis Egbert (absent); Kathy Nocks (absent); Teresa Meyer; Hank Menninger; Mary White; Roxann Rybolt; Logan Montgomery; Pete Hebauf; Raymond Roll (absent)

Previous PPC Meeting Minutes: June 2025 Meeting Minutes have been approved and distributed. Motion to approve: 1st D. Heuser; 2nd L. Montgomery

Dave explained no staff was reporting in person for August. He then shared a “thank you” card from Father Bill Dormann for PPC’s 70th Anniversary gift to him.

Pastor’s Report: Father stated the first day of school is Wednesday, August 20, 2025. He said it will be a blessing to hear the voices and laughter of the school children again. //He then provided information about the Archdiocese’s Priest Convocation held in West Virginia. Bishop Bonnar of the Diocese of Youngstown offered a series of talks which were exhilarating and to-the-point., with great question and answer periods. He said in the past these retreats have centered on the Beacons of Light and were more lecture and work than retreat. The priests requested a change. Father shared that Archbishop Casey was very engaged with all priests and gave generously of his time. There was plenty of time for all the priests of the Archdiocese to be together and enjoy each others’ company. D. Haller asked if all Archdiocese were there in attendance. Father stated, as before, all current active priests from the 19 counties of Southwest Ohio that make up the Archdiocese of Cincinnati were required to attend. Retired priests were invited, but not required to attend; however, many retired priests did. //Father then went on to discuss how now the parish staff are getting ready for Advent and other year end activities. //He finished by stating that on September 3, 2025; the Parish Staff Leadership from our local deanery (including us, Saint Ignatius of Loyola, the parish family including Saint James, Saint Ann, Saint Bernard and Saint Margaret Mary, as well as the parish family including Corpus Christi, Saint John Neumann and Saint John the Baptist, Dry Ridge) will be attending an afternoon meeting with Archbishop Casey at St. James. They will listen to Archbishop Casey’s direction on Beacons of Light then discussing the various activities with the many families of parishes as well as the activities within those individual parishes. The Archbishop will be meeting with all the parish families within each deanery of the Archdiocese.

Business Manager Report: J. Siemer stated with pleasure that June was a very good month financially for SJB. He then went on the report in detail. Church: June collections were over budget. Other Income was over budget, due to generous contributions from parishioners June expenses were unfavorable to budget because of the payment of the Parish Office gutter replacement invoice. YTD/Year-end revenue was above planned. YTD/Year-end expenses were over budget resulting in a YTD surplus. //School: June revenue was less than budgeted. June expenses were favorable to budget. The school’s June deficit is also favorable to budget. YTD/Year-end revenue is favorable to budget. YTD/Year-end expenses are favorable to budget. YTD/Year-end deficit for the school is also favorable to the budget. The deficit is due mostly to EdChoice and Tuition money coming in earlier. //Total Church, School and Cafeteria: There is a surplus which is favorable to budget mainly due to money received from the Employee Retention Tax Credit (ERTC) which was applied for after the COVID period. //Statement of Financial Position. Cash and Investments on the balance sheet increased due to the monthly surplus and an increase in the value of cemetery investments. //The 2025 festival was successful;

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however, profit was down about 1.4% over last year. The main cause was an increase in expenses and the weather. The overall booth revenue was up; however there were fewer sponsors and fewer Grand Raffle tickets sold. //Church: Building and Grounds: crack filling, sealing and painted lines were finished. The replacement of fluorescent bulbs with LED bulbs is now complete. J. Siemer indicated the benefits would be seen in two years. The church flower beds were also mulched. The school summer deep-cleaning was finished. **//Near Term Activities (Underway/Planned):** Finance: July reconciliation. Prepare financial year end report. //Church: Produce pew kneeler supports and install. Repair flaking of baptismal font. P. Hebauf asked when the pew kneelers would be completed or started. He also asked about the font and what exactly the problem is. J. Siemer stated the pew kneeler work is being done by volunteers and some are complete it will continue as time permits. The font has flaking of the granite which the new owners state is not their responsibility. There was quite a bit of discussion about what can or will be done about this problem. J. Siemer stated he is working on solution. H. Menninger stated if the granite has to be replaced would it be worth the effort. J. Siemer stated he is looking into all solutions. H. Menninger also asked if there was a warranty on the granite. J. Siemer stated only one year. However, the fault was not reported until three years. M. White asked about resealing the granite. J. Siemer stated this is not an option. School: Preparing for the 25/26 school year. Other: Soccer fields are up and running and the first games began on 8-16. There was some discussion concerning the baseball fields. J. Siemer stated they should be ready for use by spring of 2026. **//How has he impacted the STJB Vision this month? (Bring People – Body, Mind and Soul – to Christ)?** Continuous focus on maintaining a financially stable parish through adequate collections, expense control, balance sheet management and budgetary accuracy. Enhancing our infrastructure through the effective use of donated funds.

Pastoral Minister: T. Palmer reported she assisted with a wedding on 7-12. /Two new Extraordinary Ministers of Holy Communion were trained on 7-15. Six new greeters were added to the schedule. //Tuesday Night Bible study has decided not to meet during the summer months. They will start again in the fall. //Young adults attended Thursday night Mass on 7-24 followed with a meet up at Buffalo Wings and Rings. //Parish Life has decided not to host Trunk or Treat this year. Adult and child participation has been declining. //Hoxworth Blood drive has been scheduled for 8-19 from 11 am to 5 pm. They will bring their mobile donor bus. //Technology: the new Nextstep technician began on 7-1 to support the school and parish office. He not only has IT knowledge but is a former teacher. T. Palmer has ordered six new devices to replace devices that could not be upgraded to Windows 11. / New UPS was installed on 7-15 in the music room. This will allow the camera equipment to switch in the rack to remain up for a power outage. **// Near Term Activities (Underway/Planned):** Installation of the six new devices and Windows 11; Biblical Walk with the Blessed Mother study began 8-11; Young adult hiking trip 8-16; Research new study for the Tuesday night Spanish Bible Group; Start of Fall OCIA in August which currently has three adults, one teen and one child; Solemnity of the Assumption of the Blessed Virgin Mary scheduled and complete; Rite of Welcome/Acceptance 8-17; Continue to prepare for the 99 Encounter which will happen in October 2025. **// How has she impacted the STJB Vision this month: Bring People – Body, Mind and Soul – to Christ):** T. Palmer this one is for all funeral volunteers, staff and God's grace. She reported about a recent funeral where the children of the deceased were not attending Mass for years. Through the love and support given to the family and by God's grace, something changed in one of the deceased's children and they have been attending weekly Mass since the funeral.

Director of Music Ministry: Dr. P. Wickliffe Under key Activities completed: he reports: Preliminary contacts for replacement schola core members beginning fall 2025. // Summer liturgies both with he and subs for vacation has gone well with useful feedback. //Music budget on target. // Website for concert ministry up and running. Staff meeting topic for marketing and scheduling planned in August. // Reported he has all substitutes organized and coordinated for vacation absences; all worship aids are done in advance. //He reports Patty Schultz has added beautifully to liturgical celebrations, normally at vigil, but at prayer services, funerals and care facilities.

She also helps with filing and is thankful for her participation. //New cantor identified from network with Talia Zoll. //CCM organ program confirmed and scheduled to begin on 8-25. Meet with Fr. Paul to discuss logistics scheduled for August. // **Near Term Activities (Underway/Planned):** Wedding planning for each month of the year from 8-25 through 2-26. //Begin learning new challenging organ repertoire. // Reach out to choral “ringers” for Big Three next season (Christmas, Confirmation, Easter). // Continue to reach out for recommendations (via Debbie Keller) for Bell Choir. //Plan SJB choir next season. Will combine repertoire and rehearsal in one schedule for fall. //Continued planning for schola. Place on website. // Plan next season with eye on copyright for YouTube licensing issues, not to endanger SJB streaming license. //Continued weekly update of parish website, including OneLicense. // Network and discuss about Themed SJB Concert Ministry. // **How has he impacted the STJB Vision this month: Bring people, body, mind and soul – to Christ?** He states good communication and going the extra mile give for a community that deserves the best we, as staff of servant leaders can give, represents the call of Christ to serve God by serving his people.

Principal: Nichole Herrmann reports she has completed year reports for state of Ohio and Archdiocese; Hired Jr. High teacher, Bellamarie Bartlett; Hired Jessica Utz for additional 1st grade teaching position; ordered textbooks and consumables for 25/26 year; finished all end of year tasks to close the 24/25 school year; sent out new student information to all new students enrolled for 25/26 year. // **Near Term Activities (Underway/Planned):** All schedules and handbooks are updated for 25/26; rollover FACTS for 25/26; Hiring of afternoon latchkey staff; planning for professional development for opening of 25/26 school year. **How have I/we impacted the STJB Vision this month: Bring People – Body, Mind and Soul – to Christ?:** We have impacted STJB vision this month by closing out a school year while getting ready to welcome many new students and current students into a new school year filled with excitement and new opportunities for learning and learning our Faith.

Director of Religious Education: J. Schaefer stated registration and advertisement for PSR is on going. // Organized and put together Wiffle Ball game with parents. Helped with planning school Mass times for new year. // Recruit volunteers for PSR and Youth Ministry. // Organized and ran the Youth Ministry Sunday Meetings over the summer. // Updating youth Facebook page and Instagram. // Attended Steubenville Youth Conference trip with 28 people. // Continued Y-Diciple Small Group materials for High School Youth. // Finished Vacation Bible School with good turnout. // Went through materials for the coming year youth meetings. // Planned next year’s PSR/Sacrament calendar for next school year. // Ordered school religion textbooks. //Began going through ARK scores for Religious education. // **Near Term Activities (Underway/Planned):** Organizing Youth Ministry Dates for new school year. // Planning the Sacramental meetings for new year. // Planning PSR classes and meetings for new school year. // Planning trips to Lifeline and other local events. // Working on new database materials with registration for PSR. // **How have I impacted the STJB Vision this month: Bring People – Body, Mind and Soul – to Christ?:** Body, mind and soul – we took teens from the area and attended the Youth Conference where body, mind and soul was fed. Reminded not to be consumed by the world but to be consumed by God throughout the day. We need o make time in our busy schedule to make God a priority.

Parish Life: Janette Losekamp reports this is a busy time of year for Parish Life. The usual ROMEOS, JUIETS and Breakfast clubs continue to meet. In addition, they are having a Skyline fundraiser on 9-11 with 10% of proceeds being given to Parish Life. They are actively making crafts for the upcoming Craft Show and Turkey Dinner. Parish Life is planning the Milestone Anniversary Celebration scheduled for 10-12-25. They also will help staff the Lohman food booth at the Weber Pumpkin Festival in October.

Building and Grounds: See J. Siemer Business Manager Report

Festival: See J. Siemer Business Manager Report

St. Vincent de Paul: D. Haller reported for R. Roll: SVdP sponsored the Bountiful Heart Meal for July. It was a cookout and went over very well. SVdP received a \$5,000 donation from the American Legion. Plans are to purchase an enclosed van to move furniture, etc. more efficiently without weather damage. They are looking for a place to store the van when not in use.

Old Business: The Meet and Greet for PPC for August had a question concerning installing more Holy Water fonts. This has been asked before. Father stated the Holy Water baptismal font was designed to be an essential part of the new church's environment and ought be understood to remind the faithful of their participation as the whole public at worship, not to be used as a private act of piety. Father further stated this is the part of the intended design of the church and no other individual fonts will be installed. In addition, access to the font is reasonably restricted while the opening procession and the closing procession of Mass are in progress, both essential components of the liturgical rites for the celebration of the Eucharist. Consideration for the integrity of worship and those participating, clergy, minor ministers and gathered assembly is encouraged. //D. Haller then asked for volunteers for the September Meet and Greet to be held 9-6&7. Saturday: 4 pm Mass: T. Meyer; H. Menninger; Sunday: 8:30 am Mass: D. Haller; D. Heuser; L. Montgomery; Sunday 11:15 am Mass: R. Rybolt; L. Egbert. // Parish Council begins the new year with the same members. D. Haller called for nominations for three offices: Chairperson: M. White nominated D. Haller, 2nd D. Heuser no other nominees. D. Haller accepted. Vice Chair: D. Haller nominated D. Heuser; 2nd S. Ruthven. No other nominations. D. Heuser accepted. Secretary: D. Haller nominated S. Ruthven. 2nd D. Heuser. No other nominations. S. Ruthven accepted. The new officers for a one-year term will be: D. Haller (Chairperson); D. Heuser (Vice Chair); S. Ruthven (Secretary). //D. Heuser suggested PPC should become more involved with the parish and helpful. M. White suggested perhaps somehow the word can get out that serving on PPC is a pleasure and not a burden. D. Haller also suggested maybe PPC could aid in helping bring more members into the church. Father Ruwe said he would work with D. Haller on ways to involve PPC. Although he's not one to market the church. M. White asked J. Siemer if new parishioners are being added to the church since the area is growing. J. Siemer stated not that many. Father stated there are several reasons. Many who move are from other areas continue to work there and downtown. They tend to stay with their former church and drop their children at the school they were attending. Another reason is live streaming. Overall after COVID, there has been a decline of about 3 to 5% in church attendance. He stated that some churches stopped live streaming after COVID, while others did not. He believes live streaming is positive to those who cannot attend in person and are able to watch SJB rather than some other church. M. White and H. Menninger asked if there was a way we could recruit new members from new home dwellers. J. Siemer stated we have a welcome packet that goes out to those who call about Masses and Baptisms. There was an extensive conversation concerning growth in the area and church attendance.

New Business: No new business

Adjourn: Motion: 1st M. White: 2nd D. Heuser

Prayer: Fr Ruwe

Submitted by: S. Ruthven 8-19-25