

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

Meeting Date: April 16, 2024

Call to Order: 6:59pm

Prayer: Father Paul Ruwe

PPC Members: Dave Haller; Doreen Heuser; Sylvia Ruthven; Louis Egbert; Kathy Nocks; Teresa Meyer; Doug Lohman; Hank Menninger; Mary White; Roxann Rybolt; Logan Montgomery; Pete Hebauf

Previous PPC Meeting Minutes: February 2024 Meeting Minutes have been approved and distributed. Motion to approve: 1st M. White; 2nd R. Rybolt

Pastor's Report: Father Paul began by stating the Holy Week Easter liturgies all went well. He was complimentary of all the volunteers for making the Tridium go smoothly. // He then switched to the continuing Beacons of Light staff development and bonding work. He stated the Archdiocese's liaison will be visiting the parish office next week and continuing work with the staff on aiding their own development and Beacons Year-2 Vision efforts, as well as supporting the vitality, unity and culture in parish life. // He talked a bit about the annual Missionary Cooperative visit from a priest with the Franciscan Missions who will visit SJB the weekend of July 13 and 14 for this year's MCP appeal. Father noted he would be on vacation at that time. // He then shared that on Friday, April 26, the Luebbe Family Foundation family will be visiting the school for Mass and how SJB students will thank them for the monetary gifts they have generously provided to help the school in memory of Ralph Luebbe. // D. Lohman asked why the Gloria is sung on Holy Thursday. Father explained how Holy Thursday, Good Friday and Easter Saturday are a liturgical season all their own, with Lenten abstinences in place through the Easter Vigil, that is why the Gloria can be sung at Masses on Holy Thursday and Easter Vigil. Since there is no Mass on Good Friday, it is not applicable.

Business Manager Report: M. Newton submitted the financial report for February. He explained how we are now eight months into the year with financials. He stated SJB had made a prepayment of \$125,000 on the loan which leaves payoff of \$589,000. This also helps with the interest. // He also talked about how SJB is having a good year collection wise. M. White asked if he was worried with the negative collection amounts that are shown in the Bulletin. He explained that those numbers do not reflect other collection numbers on the books and why he is not unusually worried about what shows up in the Bulletin. He was also asked if the enrollment for school has increased due to the Ohio EdChoice laws. Again, he explained it has not had that great of an impact on enrollment as would be expected. SJB has lost some students to Indiana schools since Indiana has its own EdChoice. SJB does offer Indiana students a type of scholarship that helps, if they want to stay in Ohio schools and live in Indiana. M. White asked if SJB reaches out to families who do not attend SJB school to advocate about the advantages of sending child or children to Catholic school. M. Newton stated there are many ways the school reaches out through the principal and other means. //He then talked about the financial audit recently done by the Archdiocese which had overall good results, with some beneficial recommendations. // He then talked about the Employee Retention Tax Credit (ERTC) application that he has submitted which may bring SJB money for retaining employees during COVID shut down. This could take up to a year to get result. //He then went over the February results. February financials have been reconciled. Church: February collections were above budget. Other income was below budget due to low church donations and scrips sales. February expenses were above budget due to an early church loan interest payment attributable to prepayment and payment of Barnes Dennig for legal work completed. YTD revenue was favorable as collections were above budget and Other income, led by a \$100K Luebbe Foundation donation, was above budget. New church

donations also exceeded budget. Expenses were below budget due to favorable wages and benefits and utility costs. //School: February revenue was above budget. February expenses were favorable due to the timing of security grant spend. YTD revenue was significantly above budget as EdChoice revenue was above budget, more than offsetting a tuition shortfall, both were expected. YTD expenses were below budget due to favorable wages and benefits, a current underspend of security grant funds, and a budgeted, but not yet paid Butler County teacher payment. //Total Church, School, Cafeteria: While revenue was slightly below budget, the negative variance was more than offset by favorable expenses, resulting in a favorable profit. //Statement of Financial Position: Cash on the balance sheet increased significantly due primarily to the addition of the Thor Wealth Management cemetery account which has been added to the Parish financial books. This offset a reduction in other cash due to the bank loan prepayment of \$125,000. //Bank loan prepayment of \$125,000, of which \$116,186 went towards principal, leaving a balance of \$588,923. //SJB will be shutting down Scrips, with a plan to hold a “sale” to eliminate card/certificate inventory. Building & Grounds: Replaced classroom HVAC unit, boiler repairs, prep for spring. School: school registration completed, with year being complex due to implementation of FACTS online enrollment. Other: Festival sponsorship letter. //Near Term Activities (Underway/Planned): Finance: March reconciliation, FY2025 budget creation, financial aid decisions, CMPP on remaining four 5/3 Bank accounts. Church: quantifying cost of pew kneeler improvements, Scrips sale implementation. Building & Grounds: continue rectory plumbing work, summer maintenance plan/schedule. School: FACTS Tuition Management and Student Information System implementation, principal & teacher contracts. Other: Planning for festival, planning for athletic field construction. He was asked how the athletic fields are progressing. M. Newton stated D. Losekamp has begun moving dirt and all is in progress with most being done by volunteers from SJB. //How has he impacted the STJB Vision this month? (Bring People – Body, Mind and Soul – to Christ)? M. Newton has impacted the vision with continuous focus on maintaining financially stable parish through adequate collections, expense control, balance sheet management and budgetary accuracy. Enhancing our infrastructure through effective use of donated funds.

Pastoral Associate Minister: T. Palmer reported the Men’s CRHP retreat weekend went well with many stating they will be back. //On March 10th at 11:15 am Mass the four Elect participated in a Child Scrutiny in preparation for the Sacrament of Baptism at the Easter Vigil. //Soup Suppers throughout Lent went well. She offered a special thanks to the groups who provided the soup as well as the Ladies Sodality, Steve Dahmann and the Ante family who helped behind the scenes to ensure everything went well. //Stations of the Cross were held on March 6, 20 and 29. The Altar servers and Lectors did a great job. //David Kissell gave a presentation on Almsgiving on March 13. //Holy Week went well thanks to all the volunteers who stepped up to take on extra Masses and services. Four individuals were baptized at the Easter Vigil and two were received into Full Communion and five others finished their Sacraments of Initiation. //Technology. There is a plan to upgrade the school switches in June SJB chose NextStep as the provider for the installation of new switches in both buildings. This is partially paid thanks to the Federal Communications Commission E-Rate Program. The UPS which was defective in the Parish Office has been replaced. A UPS is used to prevent damage to the router and switch during short term power outages. The inventory of laptops, desktops and monitors for the parish office and church campus is completed. //Near Term Activities (Underway/Planned): She is assisting with finding volunteers for the 1st Communion Mass on 4-13; There are five people interested in the OCIA program which begins on 4-11. // How has she impacted the STJB vision this month: Bring People – Body, Mind and Soul – to Christ? In March she impacted the vision through Body, Mind and soul with the Lenten groups. She was able to deepen her love and connection with the Lord while helping others do the same.

Principal: Nicole Herrmann reports she had a successful external Accreditation visit. They sent final Catholic Identity and Academic goal/plan to Columbus and will learn if it’s approved this summer. These two goals will

be worked on over the next four years. //The 2024-25 school calendar has been finalized, approved and communicated to families. //The third quarter ended in March and an assembly for third quarter rewards was held. // A world renown speaker, Mark Brown, spoke to the 5th-8th gr4ade students about peer relationships and bullying. //The Patty and Denny Bowling, authors and grandparents of SJB students, shared their children's books and puppets with the students. Their message was about living and sharing our lives with God's purpose. //Launched FACTS application and enrollment. Continued training on FACTS SIS launching for the 24-25 school year. //Welcomed hundreds of grandparents over two days. Students and grandparents enjoyed this special time together at school. //Held annual Scholastic Book Fair. Teachers/staff were able to spend more than \$3,000 in books for their classrooms and library. **Near Term Activities (Underway/Planned):** Preparing for final window of MAP testing which occurs in April and May. Planning of Yellow Week (spreading kindness). Planning and arranging classrooms and staff for 24-25 year. Planning numerous end of the year events. **//How has she impacted the STJB Vision This month: Bring People – Body, Mind and Soul – to Christ?:** She brought Mark Brown and the Bowling's to speak to students about how we treat others and how God has a purpose for each of our lives.

Director of Religious Education: Jonathan Schafer reported Youth Group and Connect meetings are ongoing. //All school had a time for adoration and prayer. // Planned for school Masses and training for servers and new student lectors. // Finished study group with teachers for Vocare certification. // Held the annual Minute to Win it game nite for Youth Ministry. // Taught some of the OCIC classes and met with students preparing for Easter vigil. //Going through the paper work for First Communion Students. //Went to Jason Evert Chastity talk to see if this is something the Youth Group could do next year. // Started planning and getting signs-ups for Summer Steubenville Youth Conference. // Led and organized the school and the PSR students in the Stations of the Cross. // Encouraged the youth to read the Living Joy Book handed out at Christmas and discussed a rule each week in Youth Group throughout Lent. // Organized school penance service for Lent. // Helped organize and facilitate the ACRE test for 5th and 8th grade students. //Went to CREA Professional Development Day with Dr. James Pauley. // Organized and led the Holy Thursday School Prayer Service. // Held a Fundraiser Youth Group Babysitting Night at the parish. Raised money for Steubenville trip. **Near Term Activities (Underway/Planned):** Preparing for First Communion Picture and Practice night; Planning Pizza and Game Night for grades 6 to 12 on 5-5. // OCIC final meetings for Reconciliation and Parish Life. // Planning for summer events with youth. // VBS planning. // Planning for PSR for 2025. // Planning field trip for 7th and 8th grade students. **//How has he impacted the STJB Vision this month: (Bring People – Body, Mind and Soul – to Christ)?** Body, Mind and Soul – Leading the teachers at the school in a study on how to become better disciples of Jesus. Body, Mind and Soul – through helping the teens see how Christ's joy in them comes from many different choices they make through Living Joy Teachings during Lent.

Parish Life: Various luncheons, breakfasts, etc. are ongoing. Doug pointed out not too many activities will happen during the summer months. There will be Building and Grounds meeting on 5-23

Athletic Association: They reported they re-sent remaining Harrison Junior School schedules to contacts. Caretaker was there at incorrect time over the weekend. Boys' volleyball times are different than in the past. Volleyball Update: Girls: Triple Ball will continue. They are debating camp – likely will be too hot. Thinking about a "clinic" for 2nd graders. Boys: Season is underway. //GWAC Update: Discussion around "A" level girls' basketball teams. Potential of new league so they do not play the same teams repeatedly. //Some discussion around "parish families" now that some schools have combined and the impact to GWAC. Future meeting topic for GWAC and they will reach out to have a committee formed of Presidents. //Baseball Update: Season is underway/ Uniforms good; 7U, 9U and 11U teams all SJB. 15U team is SJB and St. Bernard's combined. There are 50 plus registrations. //Soccer Update: Registration open. Camp – Lilli Flannery will do again. Looking at date in July. // Fundraiser: Craft show. They are determining the number of vendors. Florence Y'all's – reaching out to get a date on the calendar. Board positions: VP and Treasurer are up in May. **//How has this group**

impacted the STJB Vision: (Bring People – Body, Mind and Soul – to Christ)? They are working on soccer camp and volleyball clinic opportunities that will expand SJB reach within the community

Building and Grounds: There will be a B&G Meeting on 5-23 and they have begun mowing and preparing for summer maintenance activities.

Festival: Working on sponsor letters.

Social Action Committee: K. Nocks the Hope's Journey will hold a golf outing fund raiser on August 10. //Feed the Children: they want to thank everyone for their donations during the special collection. Summer food distribution will begin June 11 and run every two weeks during the summer to feed those children who rely on the school luncheon for support. //Bountiful Hearts Meal: The SVdP provided soup and sandwich for more than 106 and delivered than 107 dinners. //SVdP: Clean out the closet trailer will be at the school campus on 4-27 and 28. SVdP wants to thank everyone for their donations to the Stuff the Tent. It was a huge success. Also, the toilet paper drive with the SJB students was a success and much appreciated. //She ended with the fact that they continue to serve record numbers and are still receiving more requests for help with rent and electric payments from those in need.

Old Business: D. Haller stated There was no Meet and Greet PPC in March. He asked for Volunteers for May 4 and 5: 4PM Mass: H. Menninger (?); D. Haller; 8:30 am Mass: M. White; D. Heuser; L. Montgomery; 11:15 AM Mass: K. Nocks; R. Rybolt; L. Egbert. //Dave then brought up the fact that PPC is hosting Bountiful Hearts Meal for April. He asked for volunteers: D. Haller; R. Rybolt; K. Nocks; D. Heuser. He asked for three people to either make or buy cookies for dessert. C. Nocks; R. Rybolt; D. Haller. We had previously donated money for food. K. Nocks related some new rules for Bountiful Hearts Dinners: any left-over food will go to Hopes Journey; not to break down tables until after 1 pm; No food for any volunteers. //Dave then talked about the new PPC selection process: He went over the PPC Term agreement: all PPC members have agreed to the terms in the Constitution/By Laws: Four-year term and any current member leaving after four years must wait for two years before submitting their name for the selection process (by filling out form). From the By Laws: ..." a member may serve two full terms. After a two-year absence from PPC, an individual is eligible to serve again." It was reviewed and discussed that all members (past and present) at the time of the constitution (by laws) revision would be permitted to serve two additional terms without a waiting period. Everyone starts with a clean slate and previous terms would not count toward term limits. Going forward term limits would apply.

New Business: There was some discussion about a parishioner asking if SJB will add Holy Water fonts anywhere in the building. Father Ruwe stated the intention of the building is for access to the Holy Waer from the font where it is placed. // R. Rybolt brought in a question asking why there is an envelope for Father's Day collection, so why is there no flower collection for Mother's Day. Father stated we have not had a collection for Mother's Day flowers and M. Newton added that the Father's Day collection is not to give flowers to Fathers, but one of our two major flower collections for the sanctuary, the other being at Christmas.

Adjournment: Motion to adjourn: 1st D. Heuser: 2nd D. Lohman

Prayer: Father Ruwe

Submitted by: S. Ruthven