

St. John the Baptist Catholic Parish
Pastoral Council Committee Meeting Minutes

Meeting Date: August 17, 2021

Call to Order: 7:01pm/**Prayer:** Father Jeff

PPC Members: Don Kuntz; Bob Ostertag; Sylvia Ruthven; Dave Haller; Doreen Heuser; Rose Humbert; Kathy Nocks, Marianne Lienesch; Doug Lohman; Hank Menninger; Pam Reiter

Previous PPC Meeting Minutes: July Meeting Minutes were approved and have been distributed.
Motion: H. Menninger; 2nd M. Lienesch.

Pastor's Report: Father Jeff discussed the implementation of the Holy Hour on Tuesday after 7:30 am Mass; the Rosary display in the gathering space and other items brought up at July's PPC meeting by M. Hammerle. He is checking into the Devine Mercy Sunday service after Easter and how many people attend. //He then discussed how pleased he is with how well the festival went. He is amazed at how the small group of volunteers seem to get everything done. Both days were packed; however, Saturday was more crowded. He thanked everyone and hopes next year more people will volunteer to help. //He then began to talk about how well the youth group is functioning and how well they handled the pop booth. He was also impressed with E. Hollis and the SJB display booth. //There was some discussion about passing the collection baskets during Sunday Masses. Father decided due to some concern about COVID and DELTA variant, the large baskets would be placed on tables in the gathering space for collection and a small bag of money would be brought up during the preparation of gifts for Mass. //He, as well as others, are concerned the school numbers are going down. This year only 250 students. There was some discussion about why Catholics do not send their children to Catholic schools any more. Father and the staff are addressing this issue.

Business Manager Report: M. Newton handed out the Parish Financial Summary for June, 2021. He went over the numbers in detail explaining how despite the COVID restrictions, SJB had survived the collection problems. He stated the Financial Pay Check Protection (PPP) had helped in keeping the parish collections stable. He discussed the budget for school and how they are working on ideas to increase the number of students. //The June financial summary: Church: Collections were below budget; however, YTD are favorable. Other Income is also below budget due to no festival (in June). This shortfall was partially offset by festival activities during the year (Super Raffle, chicken dinners). June expenses were below budget due to no festival costs. YTD expenses are below budget due to no festival and some savings in healthcare, traffic control and utilities. //School: June revenue is above budget due to a significant inflow of Jon Peterson payments offsetting no state reimbursement which occurred in April (not June). YTD revenue is very close to budget, as an expected shortfall in Jon Peterson was offset by Before & After revenue and higher than budgeted Ed Choice and state funds. June expenses are below budget. YTD expenses are favorable primarily due to lower than budget health insurance, wages and benefits. //Total Church, School, Cafeteria: June revenue was short of budget while expenses are favorable. This results in an unfavorable margin variance. When including the PPP loan forgiveness revenue, YTD revenue and expenses are both significantly favorable to budget. Overall, a good year financially. //Statement of Financial Position: June cash balance increased slightly from May. As a follow-up to the last PPC meeting when a question about making a prepayment to the church loan was raised, the Finance Committee discussed that at length and will make a final decision in the

September meeting. //20/21 financial year closed. 2021/22 budget spread by month as we start the new financial year. //Buildings & Grounds: We have been dealing with a well issue in the old church GEO unit. Held a quarterly meeting with discussion about many items and continue normal outside work. //School: All HVAC units have been cleaned in preparation for school to begin. // Church: nothing to report. // Other: Significant prep for festival. Super and Grand Raffles, and Bid N Buy was implemented on line. //Near term Activities Underway/Planned: Finance: Tuition past dues, July reconciliation, contributions analysis, AO financial review action items. // Buildings & Grounds: Outside work and responding to daily work orders. // School: Stairlift installation, room cleaning/floor waxing, Gym/IT/Music contract, convection oven search. // Church: IT security measures. // Other: Festival preparation. // M. Newton stated the church needs someone to run the SCRIPTS Program. The former person resigned. D. Kuntz asked where the SCRIPTS money goes. M. Newton stated it is in a separate account and the money has been used for the church and some other special needs. SCRIPTS is a good source of revenue. His final comment was the two-day festival was successful. Results to come.

Pastoral Associate: E. Hollis has completed many activities. Plans were in place for passing of the baskets and bringing forward of the gifts. However, with the recent COVID concerns, baskets for collection will be placed in the gathering space. The gifts will still be brought forward with a smaller bag for money. The larger bag will be filled and placed in safe after Mass. //The small Faith Community leaders were gathered together and this program will begin again. //He and S. Ruthven along with M. Partin and R. Moorman are making regular Mass and Communion calls at both Shawneesprings and Harrison Trails. //He hosted a Pastoral Ministries Booth at the festival. //Had a one-on-one meeting with several young adults and adults. //He attended a Deanery Meeting with Father Jeff. //He coordinated Mass and celebration for Brother Jerry Betz's 50th Jubilee. //He has also sent letters and began requests for donations for El Salvador Twinning Project. //Future Activities: He recording various social media videos. //Posting photos and research on current social media trends. // Continues to work on Church Web Site. // He is working on instructional and ministry videos

School Principal: Nicole Herrmann first day of school -- 8-25; first day for Preschool – 9-7 and a Walk-a-thon will be 10-1. She also reported the 8th grade students graduated and are attend nine different high schools. They earned more than \$250,000 in scholarships. This is the most awarded in the past three years. //Ten of the 11 students who took the Algebra I state exam passed and received high school credit. //New Math curriculum for 5th thru 8th grade was purchased. A new Reading curriculum for K thru 5th and new Social Studies curriculum for 2nd thru 4th were purchased. //Fifty new Chromebooks were purchased to replace outdated devices. New iPad for kindergarten students were purchased. //Due to budget cutbacks, special teachers in Music and PE were moved to part-time positions for the 2021/22 school year. Both teachers accepted full-time positions at other Catholic schools. //Melissa Fette will be joining the teaching staff as a part-time Music teacher twice a week and PE teacher once a week. She joins the school after spending the past 19 years in the Northwest School District. //Mrs. Moehring, one of the kindergarten teachers, retired. // Lisa Mirizzi, current Technology teacher, will be adding the role of PE teacher one day a week to her schedule. //Mrs. Courtney VandeRyt is joining the staff as a Kindergarten teacher. She graduated from St. John's and has spent the last six years at St. Dominic. //This year several new Intervention Specialists are joining the staff since our decision to partner with OptimAll to provide IEP services to students. Danielle Metz, Trisha Heim, Shannon Buckner will be the new Intervention Specialists. Jan Mecklenborg will join Angie Knopp as Speech Pathologist. Jenny Dermody will be the Occupational Therapist this year. //Masks will be recommended for all

during the 2021/22 school year. Social distancing and sanitation will still be an important part of the school day. We will allow volunteers and field trips this year. //N. Herrmann is in the process of hiring two para-professionals to assist in classrooms. //The chair-lift has been installed in the junior high building. //She also held an Opening Staff Meeting and Meet the Teacher Night.

Religious Education: T. Palmer reported she completed registration of 38 children for the Water Olympics and Fun in the Sun events. //Textbooks and materials for PSR and the school have been ordered. //Theology of the Body study began for Youth Group in July. Laura and Chris Harris have joined the High School Youth Group team. Chris completed initiation into the Catholic Church this past spring. //Sacrament dates and meetings are finalized for the 2021/22 school year. //Junior High Youth Group monthly meetings schedule has been finalized. // Confirmation Service project forms have gone out to candidates. There are three categories: Witness, Action and Family. //Registration for PSR has been sent to families and families not returning to the school. Since there is a lack of volunteers, PSR will only be offered for graded 1 – 8. // T. Palmer helped with the migration from Virtus to SafeParish. This new system is more efficient in finding people who are missing a background check, training or B4 forms. The system will also inactivate a person who does not complete their quarterly video after one month. The first quarterly video should be in September. //She also assisted in the IP conversion in August. //The Youth will participate in the Festival Pop Booth and also Bountiful Hearts meal as part of their Confirmation Action Service.

Music Director: M. Johnson reports There was some organ repair work done. //He has been preparing calendar for rehearsals and liturgies for the choir for the upcoming year. //He attended the National Pastoral Musicians Association Annual Convention. //Future activities: Masses resume at both senior care facilities. // M. Johnson organized Evening Prayer for both evenings of the Night of Renewal for Pastoral Musicians – sponsored by Archdiocesan Worship Office. He will begin providing musical accompaniment for the 6 pm Mass on Thursdays. // The Spirit of Taizé' will begin 9-11. He will prepare to observe the 20th anniversary of 9/11 on 9/10. M. Johnson is taking on the role of chair of the Archdiocesan Music Committee.

Building and Grounds: D. Lohman the meeting was on 7-22. They discussed fixing the plaster problems at old church. This, as well as painting will be done in December. Other items were reported in Business Manager's report.

Parish Life: P. Reiter reports Ladies JULIETS luncheon resumed and will be every other month. The Parish Life is hosting the Bountiful Hearts Lunch 9-25. The group will continue to support El Salvador students. The group has been invited to work at the Weber's Pumpkin Fest, helping in Lohman's Feed Store and Garden Center Booth. There will not be a Junk in the Trunk event nor the Trunk or Treat event in 2021 due to COVID.

Reports from Social Action: K. Nocks reports: Bountiful Hearts: July had 110 meals prepared with 43 going to homebound. There is monthly coverage through November. //Not in Our Town/Feed the children: The summer program has ended. Because of new government funding to families the program ran differently this year. They will reevaluate next spring, once they find out what the government will provide to see how the program will proceed. //Church garden: They have delivered vegetables to all three Senior Citizens Centers in the area. They also have provided vegetables to the

Bountiful Heart pantry, feed the children program and Christ loving hands pantry. More than 300 people in our community have been offered fresh vegetables because of our garden. //SVDP: The pantry is now open on two Saturdays each month. Last month Bountiful Heats served 12 families and delivered nine food boxes to the homebound neighbors with needs from the pantry. //SVDP is seeing an increase in the need for rent, utilities and food. They expect a larger increase once the eviction moratorium is lifted. SVDP purchased four window air conditioners and all four were given out during the summer. Members of SVDP will provide Bountiful Hearts meal this month.

Athletic Association: They are checking with GWAC about allowing non-parishioners to play on SJB's team. They asked all to register for Safe Parish who were previously in Virtus. //They are doing an in-depth financial analysis by sport to see where and how money is being allocated. //Close to 160 registered for soccer. //Girls Volleyball: Looking in to a need for new uniforms. Also, trying to get new families involved. Boys Volleyball will switch to a ball that is used at all levels. //Baseball: they recapped the PPC meeting and felt it went well. Now looking into additional information concerning costs, timing and fundraising. Signups for baseball begin in a month.

Old Business: PPC Elections. Some in-depth discussion was held about future elections. Father suggested a committee to work on details and report back. Many felt parishioners should be made aware of possible changing from open voting for PPC candidates to a form of committee selection other than elections. The volunteer committee is: P. Reiter, D. Heuser, K. Nocks, D. Hallar. They will report back next month. Father believes our parish needs to work on Stewardship of Time and Talent. // By laws and the passing of a PPC member. D. Kunts stated our by laws state if no candidate is considered next in former election, the deceased position will remain empty for remainder of year. //PPC settled on two dates for the PPC Retreat: Saturday, October 9 or Saturday, October 30. S. Ruthven will get in touch with Leisa Anslinger from Archdiocese to see which date she is available.

New Business: M. Lienesch asked about holding fundraisers or raffles for a new bell tower. She and H. Menninger believe the bell tower would be a great asset to the community and to SJB. M. Newton stated this would have to be discussed with the Archdiocese and also the City of Harrison considering SJB has a plan for this in Phase II of building. Phase I was short and the Archdiocese would have to approve. Very basic building plans (general size and height of buildings in general) were approved by the City of Harrison at the beginning of the building process. Although it is a great idea, Father Jeff and M. Newton do not see it possible at this time.

Adjournment: Motion by R. Humbert; 2nd by P. Reiter

Prayer: Fr. Jeff

Submitted by: S. Ruthven, Secretary 8-17-21