

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

Meeting Date: November 19, 2024

Call to Order: 6:59pm

Prayer: Father Paul Ruwe

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

Previous PPC Meeting Minutes: October Meeting Minutes have been approved and distributed. Motion to approve: 1st R. Rybolt; 2nd K. Nocks

Staff Report: Jonathan Schaefer – Director of Religious Education - He began by stating while PSR is going smoothly, he will be losing some seniors this year. // He stated the usual about his planning Masses and practicing with students. //The Youth Group attended the Lifeline meeting. // Pizza and Saint night went well. //He also attended a CREA meeting at the Archdiocese. // He has been busy training students to become lectors and servers for the school Masses. // He also keeps busy updating youth Facebook page and Instagram. //Confirmation Candidate/Sponsor night coordination. //He brought a group of 8th graders to volunteer at the Reach Out Pregnancy Center Fundraiser. //He continues to participate in OCIC. //He planned and ran the First Communion/Reconciliation Parent Meetings. //He reserved spots for 2025 summer at Steubenville Youth Conference. //He is receiving coaching help with youth ministry from NET Ministries. // D. Haller asked him to explain about Steubenville. He stated it is a religious weekend retreat. It is similar to a small college with dorms. SJB youth are interacting with around 1,400 other young people helps them become stronger in their faith. When they come back home, many are ready to go back the next year and spread the word about how it helped their faith. //D. Haller then asked how SJB has 151 PSR students when a parish he used to attend did not have that many. J. Schaefer stated it's because SJB is a smaller school and draws Catholics from the public schools. In Harrison, he stated, most children leave SJB Catholic school to attend public middle school.

Pastor's Report: Father began by reminding about the upcoming Christ the King Masses scheduled for 11-23/24. The Archdiocese has designated it as "Together Sunday", where we have encouraged parishioners to invite a Catholic who is not attending Mass to church. //He then said that the Season of Advent reminds us all of Christ's birth and brings our own awareness of His return and we have encouraged parishioners to continue this invitation through Advent. // The parish communal penance liturgy will be on Wednesday, 12-11 at 7 pm. There will be a service for the parish school children the week before. //He noted the amendment to last month's report about December 9th being the date this year for the Solemnity of Immaculate Conception of the Blessed Virgin Mary, and stated as the day is a Holy Day, Masses will be at 7 am, 12 noon and 7 pm. He will celebrate a Mass with the school children also. //He then switched his talk to Christmas and stated the Mass times will be the same as 2023 – 12-24: 3 pm and 5:30 pm; 12-25: Midnight, 9 am and 11 am. Spanish Mass will be at 1 pm.

Business Manager Report: J. Siemer began talking about the September financials. He reported the following summary: Church: September collections were below budget. Other Income was better than budget due to new church donations. YTD revenue is better than the plan due to strong July collections. YTD expenses are favorable due to below budget maintenance costs. //School: Siemer stated the September revenue was below budget due to the timing of Ed Choice (October billing will make up for this). July expenses were favorable due primarily to favorable teacher wages attributable to the lower cost of new teachers versus the budget. YTD

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revenue was favorable due to the timing of tuition payments. YTD expenses were favorable due to wages and building project costs resulting from FY 2025 budgeted projects that were completed in FY2024. Total Church, School, Cafeteria: Unfavorable revenue offset slightly by favorable expenses resulted in unfavorable variance. Most of the negative variance was from the timing of EdChoice billing and Sunday collections being under budget. // K. Nocks asked if the loss was due to fewer lunches being served and he said yes. //Statement of Financial Position: Cash on the balance sheet decreased. A church bank loan payment of \$124,666.30 was made, netting a \$125,000 reduction in the bank loan principal. After an additional scheduled principal payment on November 4, the loan principal balance stands at \$208,092.10. //Other items: Church: fixed the issue with the side door not opening properly. //Building and Grounds: Replaced lock cylinders on all doors in the school. //Other: Turney Dinner and craft show: There were some questions about the Turkey Dinner financials. J. Siemer stated the dinner and craft show were a success. They sold out of dinners. He stated that after expenses the turkey dinner was successful -- up 36% over 2023. The split- the- pot was successful with SJB netting \$578. The craft show was also. J. Siemer wanted to thank all the volunteers and was impressed at how smoothly everything went. //He applied for an application for an Ohio Security Grant to fund security improvements at the new church (outside cameras, one touch door lock, etc.). //He stated that SJB's Catholic Ministry Appeal was 128% over the goal which results in SJB receiving \$7,343 back. An additional check will be coming in six months. //Athletic field leveling and grass seed preparation is complete. He also thanked M. Newton for staying on after he was hired and stated he will miss him. // K. Nocks asked if the leveling of the athletic fields and seeding was done by volunteers or professionals. J. Siemer stated the majority was done by volunteers; however, there was some professional help with seeding. //Near Term Activities (Underway/Planned): Finance: October reconciliation. //Church: Quantifying cost of pew kneeler improvements (he asked if anyone knew of anyone who does woodworking to call him). Old church air conditioner replacement (L. Egbert asked if this was paid for through the Luebbe Foundation). J. Siemer stated yes. //Buildings and Grounds: Rectory plumbing work completion, building improvement projects funded by Luebbe donations. //School: Tuition and lunch money delinquencies. Locker painting. //How has he impacted the STJB Vision this month? (**Bring People – Body, Mind and Soul – to Christ**)? the continuous focus on maintaining financially stable parish through adequate collections, expense control, balance sheet management, and budgetary accuracy is key to successful financial management. Enhancing our infrastructure through effective use of donated funds is key.

Pastoral Minister: T. Palmer reported the Milestone Anniversary Mass and Luncheon was successful with four couples attending. //Bethlehem Christian Families were at the parish to help those in the Holy Land. //The Spanish Study group and another small study group began a new study called A Biblical Walk Through the Mass. Both are led by Jim Davis. //The Tuesday night Bible Study group began Galatians: Set Free to Live. // She met with Father and J. Schaefer to plan Together Sunday. //She also attended an Archdiocese meeting related to the upcoming changes for OCIA (changes will take effect in March of 2025). //She coordinated the Baptism at 4 pm Mass on 10-12. //Technology: Key staff members were changed from Sentinel One to Datto EDR in October. Not only is this software to help prevent attacks, but also allows the Tech vendor, Nextstep, access those computers remotely. Two-factor authentication was turned on for the school staff. // Near **Term Activities Underway/Planned**: All Saints Day; All Souls Day and Remembrance of those buried through SJB table and candles arranged. // Baptism at Mass 11-9; New Server Training // Glow Volleyball Young adults versus High School Youth Group. // Together Sunday 11-23/24. // Advent Sunday 11-25// Technology: Coordinate final updates for Music Director's new laptop. //How has she impacted the STJB Vision this month: **Bring People – Body, Mind and Soul – to Christ**: She impacted the vision while helping with a baptism. A parent expressed concern about her child's behavior during Mass. She listened to her concerns, expressed that she was not alone and explained she has areas available to help.

Director of Music Ministry: Dr. P. Wickliffe reported that P. Schultz has been invited to participate in music (playing harp) at the two care facilities. //SJB Choir has been experiencing scaling down due to lack of participation and vacations. //Planning materials are completed for the weekend of 11-10, which features three large parish items: schola, baptism within the Mass, Rite of Full Communion/Confirmation. //The Staff had an discussed the latest updates he made to the music ministry tabs on the parish website. //He has finished formally editing a new Mass setting dedicated to SJB parish. //Materials have been finalized with A. J. Rhan and the Lohman's Garden Center for A&E Christmas. **Near Term Activities (Underway/Planned):** He is preparing for piano and organ maintenance and tuning for holidays. // He is arranging materials for the brass ensemble and timpani for Christmas. //He is asking a colleague about the possibility of "ringers" for Christmas and Easter. //He has been asked to sing in St. Mary Seminary Athenaeum Chorale for two annual Fall vespers. He will also be substitute singing for a December Bach performance. //**How has he impacted the STJB Vision this month: Bring people – Body, Mind and Soul – to Christ:** Through prayer, flexibility and resourcefulness support on-going efforts across the board to bring new ideas forward and establish new SJB traditions that complement and benefit the entire ministry of the parish's evangelization mission.

Principal: N. Herrmann reported the students focused on St. Terese during Little Way Week. They focused on sharing their Catholic faith in little ways like St. Therese. They raised money to feed more than 100 children for one month in mission countries. // Students went to Adoration in October and will continue. //Students participated in AOC approved Safe Environment Program – Circle of Grace. // Pregnancy Center West came and presented The Body Matters program to 5–8th grade students. // We invited Andy Zerhusen, the assistant director of faith development in the Catholic Schools office, to speak to our teachers about Catholic identity and Feast days to help with Accreditation goal. //They celebrated Red Ribbon Week. Students focused on living healthy lifestyles and saying no to drugs. //We held a successful walk-a-thon raising more than \$26,000 for the PTC. //They held the 1st quarter awards assembly recognizing student achievements and our Kdg-2nd grade students performed Halloween songs. //End of first- quarter and fall break were the 14th through 16th. //Maria Riley, a Catholic book author, came and shared with the students her books – Adventures with the Saints ". // Completed several State of Ohio reports due in October. // Submitted the application for an Ohio Security Grant up to \$100,000 for the school. //**Near Term Activities underway/Planned):** Seussical Performance; Parent/Teacher Conferences; CPR training; 1st Reconciliation. //**How has she impacted the STJB Vision this Month: Bring People – Body, Mind and Soul – to Christ?** She has impacted the vision by having opportunities for both our students and staff grow deeper in their Catholic faith.

Director of Religious Education: See Staff Report above

Parish Life: J. Losekamp reports the Romeos and JULIETS luncheons/breakfast gatherings are ongoing.

Love in Action: K. Nocks reports Bountiful Hearts meal was provided by the Knights of Columbus. Forty-seven homebound deliveries were made, 18 neighbors ate in and 57 carried out meals. The 5th grade class at SJB along with their parents will be providing the November meal. //The turkey dinner provided 107 neighbors free dinners. They delivered 47 meals and 60 people came to get their meals. Fifty meals were donated by the K of C, 20 meals by SVdP; 25 from Bountiful Hearts and 12 meals from a private donor. She wanted to thank all of the organizations and people for their generosity and help. //Feed the Children ministry will deliver groceries for 10 breakfast and lunches to the children in the program on 12-17 prior to the break. the Bountiful Hearts meal was provided by the liturgical ministers at St. Johns. More than 119 neighbors were served. She wanted to thank everyone who contributed time, goods or made monetary donations. The Knights of Columbus will be providing the October meal.

Saint Vincent DePaul: R. Roll stated they are distributing frozen turkeys and all the extras for Thanksgiving meals to 14 families. They collected four barrels of food which was much needed. There is also a food drive

being conducted at the school. They funded 20 meals which were distributed at the Turkey Dinner and Craft Show. //There will be a coat drive on 12-14 at the school. Barrels will be in the church for coat donations from 11-28 to 12-11. //The Sharing Tree will be up the Sunday after Thanksgiving 12-1. He thanked Monica Burger for coordinating the effort. The pick-up for presents is scheduled for the Sunday before Christmas, 12-22. // He closed by thanking everyone for the generous 5th Sunday collection in September. They collected more than \$7,000 and it was needed. D. Haller asked how the \$7,000 will be used. R. Roll explained the money is mostly used to pay rent, water, electric bills and not used for purchasing groceries. He stated more trailer parks are being taken over by corporations rather than individuals and it is getting harder to help those needing assistance.

Athletic Association: They wished to thank M. Newton for all he has done to guide the team all these years and wish him the best of luck in his retirement. //Update from Vice President: All current practice and game schedules have been submitted. Update from M. Newton: Safe Parish – one soccer and two volleyball people need to get up to date before they can coach. //Volleyball Update: Girls: Pictures will be 10/10 including banners and game schedule is out. Boys: Looking to coordinate with St James to build a team. //GWAC Update: Some interest in Bowling. More details are needed, and they have someone interested in being the coordinator. //New Field update: There is a dirt pile still in way. It will be seeded. It may need to be reseeded in spring. //Getting bids on fences large and small. They are identifying additional expense items, upkeep of fields, etc. and planning for fundraisers. They are talking about having field committee meetings before and after the Athletic meetings. //Basketball Update: Boys: One team for each grade 2 through 6 and one 7th/8th grade combination team. Coaches should be in contact soon. Girls: Registrations will be opening. //Soccer Update: Season wrapping up; 5/6 and 7/8 grade girls qualified for tournament. Boys' 5/6 strikers will join St. Dominic/Victory end-of-season tournament. //Uniform Update: Basketball uniforms have arrived; Soccer uniforms need to be returned to coaches (in bag labeled with child's name). As a reminder: all signed an agreement that they will be charged for any unreturned uniform. //**How has this group impacted the STJB Vision (Bring People – Body, Mind and Soul – to Christ?):** As stated before, they are going to market our Athletics programs to all parishioners including a Spanish version to encourage all parishioners to join our programs as we strive to build programs of inclusivity and community. They are going to market the Athletics programs to all parishioners and include a Spanish version to encourage parishioners to join our programs as we strive to build programs of inclusivity and community.

Building and Grounds: See J. Seimer's Business Manager Report

Old Business: D. Haller stated there were several questions at the November PPC Meet and Greet gathering. He then stated the PPC Meet and Greet would not be held December or January and will resume in February. // One parishioner asked if there is going to be an updated version of the SJB Picture Book. Father Ruwe stated the staff have been talking about plans possibly 2025 or 2026. //Another question was about new or review training of Ushers and EMs. Father stated that any training can be attended by current Ushers and EMs as a review. Father is pleased with how the EM's, servers and ushers handle themselves during the Mass. He stated that the key is to keep moving and be as inconspicuous as possible. He then talked a bit about spills of the Precious Blood and how the cleaning should be handled. //R. Rybolt then stated that the people who coordinate the Trunk and Treat were concerned that not many parishioners participate. It was suggested that maybe the coordinators make some personal calls and D. Haller suggested PPC become involved next year.

New Business: No new business

Adjourn: Motion: 1st R. Roll 2nd L. Egbert/ **Prayer:** Father/ **Submitted by:** S. Ruthven 11-19-24