

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

Meeting Date: October 21, 2025

Call to Order: 7:01pm

Prayer: Father Paul Ruwe

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

PPC Minutes: September minutes have been approved and distributed. Motion to approve: D. Heuser; 2nd L. Montgomery

Staff Report: Director of Music: P. Wickliffe began by stating all the schedules he is overseeing are complete. He believes he is still learning the culture of SJB and is working on adjusting choir rehearsal times. He has been including some music from his current CCM program. He stated he has added new cantors which brings the total to 10. He is beginning to work on the needs for the Advent season environment in the church. D. Haller asked if the new cantors are from our parish. P. Wickliffe stated they are not, but are Catholic and will be going through various Archdiocese programs including SafeCheck. D. Heuser asked him to explain Paylocity. P. Wickliffe explained it is the pay system through which all Archdiocese personnel receive their pay. Father stated cantors do not get paid for Mass; however, they do receive pay for weddings and funerals. H. Menninger then brought up a question he received from a parishioner about the type of music being played and asked if more familiar hymns could be included. Father stated this question has been around and the music is being prepared for each liturgical season, as appropriate, and in consistency with what was on-going when he succeeded Father Kemper. He affirmed P. Wickliffe's efforts preparing music and building on his predecessor's format for the Masses is based on the Liturgical norms. P. Wickliffe stated he tries to incorporate songs from the "Glory and Praise" where appropriate, in particular funerals, as those requested have fittingly endured. Father stated that liturgical music is meant to provide a unique solemnity and clarity of Catholic belief to the Mass, in addition to the unity of the assembly singing. P. Wickliffe states when there is a completely new piece of music he does go over it with the parishioners and choir.

Pastor's Report: Father began by stating the staff is still working on the report of Beacon's of Light that will be submitted to the Archdiocese in November. He will share a summary with PPC at the next meeting. //He then noted that November 1, 2025; All Saints Day, is not obligatory this year as the Solemnity falls on a Saturday. The usual Saturday 7:30 am Mass will observe the Solemnity. The weekend's Masses will use prayers and readings for the Commemoration of All Souls with the 4 pm Vigil including families of those buried from St. John the Baptist parish in the past year with candles containing their names and the reading of their names during the intercessions. The families are also invited to bring a photo of their deceased family member to display in the gathering space. PPC asked if other families of deceased parishioners are allowed to bring their photos to display. Father stated that our display is only for those who are deceased in the past year from our parish due to the large number included already. We will celebrate First Reconciliation with our parish's second graders on Wednesday, November 12.

Business Manager: J. Siemer stated collections were lower than expected in August; however, expenses still kept finances within budget range. He then gave details. August FY 2026/Year end financial are reconciled. The following is a financial summary of the results. Church: August collections are below budget. Other Income is below budget. August expenses were favorable to budget. YTD expenses are less than budgeted The church YTD deficit is unfavorable to budget. //School: August revenue is less than budgeted. August expenses are more than budgeted. The school's August deficit is favorable to budget. YTD school income is over budget. YTD expenses are favorable to budget. The YTD school deficit is favorable to budget. //Total Church, School and Cafeteria: For August there is a deficit which is favorable to budget. YTD there is a deficit which is also less than budgeted. //Statement of Financial Position: Cash and investments on the balance sheet decreased due to the monthly deficit. //Year end financial statement was published in the Bulletin. //SJB moved \$500K into the Archdiocese's high interest savings account for future use. //Church: Repaired overheating transformer in the pump room. All of the pew work has been finished by the Knights of Columbus who also incurred the cost and labor of handling 152 pews. A stone contractor came and inspected the font and it was decided to leave everything the way it is. It is possible years down the road SJB may need to replace some of the granite that is under water. //Other: Continue working on the soccer and baseball fields. The soccer fields have been in use this past month. SJB held the Parish Picnic and it was successful. **Near-Term Activities (Underway/Planned):** September reconciliation; Church: review security; Buildings & Grounds: Paint exterior of parish office and gutter replacement on rectory; School: review security; Other: Turkey Dinner and craft show. **How have I/we impacted the STJB Vision this month: Bring people – body, mind and soul – to Christ?** By continuous focus on maintaining a 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: T. Palmer reported 10 new servers were trained on 9-20. They will complete training on 10-18 and will begin serving on 10-19. //The next quarter Mass schedule of volunteers is complete. //She attended the annual meeting for Parish Communicators on 9-9. They introduced new tools that will improve communications. One such tool, which SJB will implement, is available will be Catholic Social Media. Like Meta, it allows SJB to post on multiple social media platforms at one time. It also will give SJB access to archdiocese of Cincinnati material that we can share on our Social Media. //SJB began advertising for Extraordinary Ministers of Holy Communion volunteers for the 4 pm and 11:15 am Masses. The 4 pm is the mass with the most need for volunteers. //We had the Sacrament of Baptism at the 11:15 am Mass on 9-28. //During the second half of September, we had a number of funeral/memorial masses. She complimented the funeral team, led by J. Gemperline, on a great job administering to these families during their time of grief. //She complimented the Ladies Sodality and R. Walter, on their ability to celebrate the Priesthood Sunday with cookies after every Mass. **Near Term activities (Underway/Planned):** Installation of four devices to replace those that could not be upgraded to Windows 11. All four devices will be installed and running by end of month. //Pet blessing was handled well. // 99 Experience began 10-8.// New server final training scheduled. // OCIA Penitential Rite is scheduled on 10-19 at 11:15 am Mass. This is the final step prior to the reception into the Church or completing initiation into the church by the OCIA candidates. **How have I/we impacted the STJB Vision this month: Bring people – body, mind and soul – to Christ?** She impacted through these areas: Body, mind and soul: working with new Altar Serves, she was able to help them remember the beauty of the Mass and how the calling to serve at the Mass is a blessing from God.

School Principal: Nicole Herrmann reported students and teachers are settled into the routines and expectations of the new school year. //Staff attended a professional development day at St. Ignatius to learn and collaborate with 300 fellow teachers. // We celebrated national Little Way week which celebrates the life of St. Therese. Students focused on the “little ways” we can live our life like Jesus. They also collected money to donate to the Missionary Childhood Association. //They held annual walk-a-thon and raised more than \$30,000 for the PTA to benefit students and teachers. **Near Term Activities (Underway/Planned):** Archdiocese of Cincinnati beginning year reports; State of Ohio beginning of year reports; Fall break 10-13 thru 15; Living Rosary. **How have I/we impacted the STJB Vision this month: Bring people – Body, Mind and Soul -- to Christ?** We have impacted the vision by celebrating Little Way week and focusing on how our students can live their life like Jesus in little ways.

Religious Education: J. Schaefer reports PSR is doing well both mornings and evenings. There are 142 students. // He lead Confirmation student volunteers for Reach-Out-Pregnancy Fundraiser and Bountiful Hearts meals for August and September. // Planned for school Masses and practice with volunteers. // Youth Ministry Pizza and Game night was successful with more than 50 attending the evening. // Attended CREA meeting at Archdiocese. // Went through training with Youth volunteers about how to lead small group discussion, hosted by the Archdiocese of Cincinnati and NET Ministries. // Talked with students volunteering as lectors and servers. // Updated website and youth FB page and Instagram. // Organized and lead first Sacraments Parent Meeting on 10-8. // Met with NET representative to talk about new youth ministry materials and joined a cohort group of people who are doing similar in their parish. // Planned and scheduled school adoration dates and times, filling spots for volunteer help. // Talked with grades 5/6 about how to pray in adoration and why we have exposition.// Still continue working on new database with PSRS aspect. **Near Term Activities (Underway/Planned):** Organizing and advertising the Youth ministry pumpkin carving and Rosary Rally. // Starting work on Lifeline meetings run by NET for High School students that the youth will attend four times throughout the year. // Planning to attend a Glow volleyball night with youth ministry playing the young adults. // Planning Youth Ministry Faith Mentor Group. **How have I/we impacted the STJB Vision this month: Bring people – body, Mind and soul – to Christ?:** Hosted opportunities for youth to volunteer to help the poor in the community. Offered small group discussions of the faith and opportunities to pray.

Music Director: See Staff Report above

Building and Grounds: See J. Siemer report

Parish Life: J. Losekamp reports Parish life has the ongoing ROMEOS, JULIETS and Breakfast Club. They had the Milestone Anniversary celebration on 10-12. They are busy making crafts for the Turkey Dinner Craft Show in November. They helped the Lohman food booth at Webers Pumpkin Festival. They also donated pizzas to one the Youth Meetings.

Love in Action: K. Nocks reports the September Bountiful Hearts meal was hosted by the church liturgical ministers. It was a Thanksgiving type meal serving 143 neighbors who enjoyed the meal. D. Haller said the meal was so popular they ran out of food (not because of not enough, but because people took seconds for their home).

SVdP: R. Roll reported The truck for clean closet will be in the school parking lot on 11-1 and 11/2 from 9 am to 4 pm. He asked Father if they could have permission to bring truck to the Carolina Trace church location. Father stated he should talk with J. Siemer and Father about this. R. Roll believes it would bring more people to donate, if they see truck at Carolina Trace location. He also stated that SVdP will be working with Love in Action to provide tickets for 120 dinners at Turkey Dinner/Craft Show including the home-bound.

Old Business: D. Haller stated the only question brought up was about the church envelopes and people not wanting to receive them who give through WeShare. J. Siemer stated that because the special collections are not on WeShare site, people still receive their envelopes. However, people have requested not to get the envelopes, and do not get the special collection envelopes. J. Siemer stated he and Angie will look into placing the special collections on the WeShare site so those who give through WeShare might be able to go on the site and donate. //Dave then asked for volunteers for the next Meet and Greet November 1 and 2: November 1: 4 pm Mass T. Meyer; H. Menninger; November 2: 8:30 am Mass: M. White; D. Haller; D. Heuser; 11:15 AM Mass: L. Egbert; R. Rybolt. //L. Montgomery then discussed looking for demographics on Harrison has been mostly disappointing. J. Siemer and Father stated they can give him and D. Haller some Archdiocese demographics that might be a year behind. Both D. Haller and L. Montgomery will get with J. Siemer. //H. Menninger asked when SJB would be paying off the mortgage. Father stated sometime in November. He will share this good news with the entire parish when the time is appropriate.

Adjournment: Motion: by M. White; 2nd by D. Heuser

Prayer: Father Paul Ruwe

Submitted by: S. Ruthven, Secretary 10-21-25