

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

Meeting Date: June 20, 2023

Call to Order: 7:00 pm

Prayer: Father Paul Ruwe

PPC Members: Dave Haller; Doreen Heuser; Sylvia Ruthven; Louis Egbert; Rose Humbert; Kathy Nocks; Marianne Lienesch; Teresa Meyer; Doug Lohman; Hank Menninger; Mary White

Previous PPC Meeting Minutes: May Meeting Minutes have been approved and distributed. Motion to approve: 1st H. Menninger; 2nd D. Heuser

Special Report on Athletics Fields: Mark Hoffman from Athletics held a presentation concerning the athletic fields at SJB. He explained a year ago they had gone to a firm to get estimate for the fields. It was quite costly, so the team decided to rethink the budget. They will now will be working with some of the parishioners and local companies to get the work done. In addition, he explained how they plan to offer supporters the use of the fields for name rights and advertising in certain areas for companies who donate. He also said they have a plan to include donations from parishioners through Bulletin articles, social media and flock note. He explained Athletics will have visuals for companies and parishioners to see where the fields will be located. There will be a baseball field and a large Soccer field that can be broken down into two soccer fields. He talked about rental of the fields with SJB having first choice for use of the fields. There was some discussion about the location of the fields. M. Newton explained the fields will be located close to parking and handicapped parking for convenience. M. Newton asked if PPC had any problems with the proposed plan of action. No one seemed to have a problem with their plan. D. Haller asked if Athletics had some type of tractor or some equipment to grate fields when needed. M. Newton explained there is some equipment. K. Nocks asked if they had a time frame for finishing the fields. The goal is to have the fields up and running by fall of 2024. However, it will depend on the financial response from local companies and parishioners. D. Haller then thanked M. Hoffman for his presentation.

Staff Report: T. Palmer, Pastoral Minister. She began by thanking everyone for their support during her first year as Pastoral Minister. She has been working on IT with wireless and fiber between the two school buildings. This will eliminate the server and move everything into the Cloud. This IT work began back in May and she believes it will be finished by mid-June. //She then talked about the Young Adults, ages of 18 to 35. She has been working with them and some have decided to become Catholic and are now in OCIA (used to be RCIA). Some of the Young Adults are now greeters at Sunday Mass. She is planning a field trip for the young adults. L. Egbert asked if the Cloud was more secure than servers. She explained that nothing is completely secure. However, numerous large companies use the Cloud and through specific IT security procedures the Cloud is safe. D. Haller asked how some Young Adults got to SJB when they were not Catholic. She explained, basically, "word of mouth" through parents, friends and relatives who have been here or have become Catholic. // In her report she explained how she has held Extraordinary Minister of Holy Communion training for five more people. //She and S. Ruthven documented the daily Mass Sacristan duties while S. Ruthven is on vacation. They have been finalized and distributed to three Sacristans. //She participated in a meeting with representatives of all the women's groups in the parish. Each shared the status of their group, what they do and their current and future needs. The meeting included Parish Life, PTC, Women's CRHP, Helping Hands, Daughters of Isabella and the Ladies Sodality. //She assisted with the Lay Liturgical Ministers for the graduation Mass on 5-31. She thanked all the parish volunteers who assisted at this very successful and special Mass. //Near Term Activities (Underway/Planned): The school Fiber upgrade will increase the capacity between the Jr. High and the

Elementary buildings. All classrooms and offices will be upgraded as part of this project. //She developed Lector training and materials in conjunction with R. Burwinkel. This will be presented to current and new lectors later this summer. //She is now planning for the fall and winter months. **How has she impacted the STJB Vision this month: Bring People – Body, Mind and Soul – to Christ?:** She believes during the training of Extraordinary Ministers of Holy Communion, she was able to strengthen the understanding and the gift of the actual Body and Blood of Jesus given to us at every Mass.

Pastor's Report: Father Paul had a good vacation. Now, he is focused on hiring a new Music Minister and the Festival. // He stated the Eighth Grade Graduation Mass was successful and very special, as well as the kindergarten graduation. // He talked about the celebration for the two retiring teachers and how well it went. //He stated hiring a new Music Minister is a bit more complicated. However, he is working with a team. There are various steps to be taken in hiring a Music Minister and more than one interview. D. Lohman asked how SJB advertised for the Music Minister position. Father stated through several sources including professional musician organizations as well as the Archdiocese. There have been applicants from other states. K. Nocks asked how many candidates he has interviewed. He stated he has interviewed three. // Father finished by mentioning that each summer parishes of the Archdiocese hosts Missionary Cooperative Program guests. This will occur on 7-22 and 23 for St. Johns. The guest Missionary will be Patrick Bergin from Tanzania. He will preach at the Saturday, 4 pm; Sunday 8:30 am and 11:15 am weekend Masses and will make the appeal for missionaries. Proceeds from the collections will go to Archdiocese's MCP use and 10% of all proceeds collected aids other missionary organizations who cannot be represented in parishes.

Business Manager Report: M. Newton had his handout for April financials. He began by stating that 10 months results are very good. He also stated CMA numbers keep getting larger with more than \$14,000 over the goal of which SJB will receive half. // He then gave a summary of the April financials. Church: April collections were above budget, assisted by three large contributions. Other income was above budget due to festival sponsorship (all festival revenue was budgeted in June). April expenses were below budget due to utility and health care savings; the latter is due to timing. YTD revenue is better than budget driven by the Luebbe Foundation donation, Sunday collections and new church donations. YTD expenses are close to budget with wages favorable and supplies and interest unfavorable, the latter is due to timing. //School: April revenue is unfavorable due to Ed Choice funds budgeted in April but received in March. April Expenses are favorable due to the timing of the Luebbe expenditures and health care. YTD revenue is favorable, driven by tuition paid ahead. Expenses are favorable due to health care and wage savings offsetting unfavorable Luebbe expenses. The latter will be unfavorable for the year as most of the new donation is spent. //Total Church, School, Cafeteria: Negative April revenue is offset by favorable expenses. YTD revenue and expenses are favorable, some real (Luebbe, new church payments, festival economics) and some timing (tuition). //Statement of Financial Position: The April cash balance increased due to the April profit of \$28.2K. //CMA as of 5/19: Pledges \$74,805 Goal is \$60,445 Surplus \$14,360. SJB keeps \$7,180. //Church Super Raffle mailing went out and sales are doing well, Grand Raffle mailing also sent. //Building and Grounds: Busy summer maintenance schedule is underway and some projects are finished. //School: Financial aid decisions have been made, principal and teacher contracts are completed. //Other: Many festival planning activities are completed and many are in progress. //Near Term Activities (Underway/Planned): Finance: May reconciliation, delinquent tuition accounts, preparing for FYE, FY 2024 budget allocation by month. // Church: Festival Planning, SVdP building construction, Meyer Vogelpohl replacement religious products. //Buildings and Grounds: External church lighting issues resolved, summer maintenance projects. // School: planning \$100K security grant spend, alternative fee payment platform (K12Payment Center). //Other: Athletic fields project, NextStep contract. // Super Raffle and how well it is going. He stated it looks as though they will hold the drawing on Sunday if sales keep going the same. He talked a bit about the Grand Raffle and stated it is also doing well. //He then talked a bit about the work being done in the school because of the Luebbe foundation money. The school painting is finished. The gym floor is being refinished. There are several other items being worked on during the summer

for the buildings. //He talked about a Security Grant SJB had filed for and received \$100,000 for school security use. He and N. Hermann are working together figuring out how to spend the money on security measures for the school. D. Lohman asked if this was state money and he stated yes. L. Egbert asked if there were other grants SJB applies for. M. Newton stated there are many that have been applied for, however; we do not get some of them. There was a small discussion about grants and who fills the forms out for them. He stated he and N. Hermann usually fill the forms for Grants. He then gave a summary of the new budget for 2024. **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: See report above

Music Director: No report (looking for new Music Director)

Principal: Nichole Herrmann reported the school year ended 6-1. She stated they had a number of celebrations to end the year. //The 8th Grade students will be going to 11 different high schools and they earned more than \$170,000 in scholarships. //Students ended the year with Goodwill Games, Relay for Life and an afternoon of Minute-to-Win-It games. //School was awarded \$100,000 safety/security grant through the State of Ohio. // PTC approved allocating \$15,000 to create a STEAM/MarketSpace area in the school. We plan to have this space operational by second quarter of school year. //SJB school has partnered with Performing Arts Inc. to offer Drama musicals/plays for the 23/24 school year. This is a n opportunity to be offered to Kdg-8th grade students. There will be one performance in the fall and one in the Spring. // Mrs. Toni Bernnan has been hired as a 1st Grade teacher for next year. She has 10 years' experience teaching 1st grade within the AOC and then took time off to raise her children. The last year she has been taking courses to renew her Ohio teaching license and has been teaching Pre-K. // SJB is seeking a long-term substitute for Mrs. Wallace for the first quarter of the school year as she is expecting her third child. There is also a need for part-time help in the Before and After School Latchkey program. //There are many summer projects within the school: Painting in both buildings (classrooms and hallways; HVAC in Geil building; Safety/Security film on glass door and adjacent windows; new WIFI equipment in both buildings; summer cleaning/waxing floors; gym floor refinishing; new desks/chairs in all grades; water bottle fill station in Jr. High building. //Near term Activities (Underway/Planned): Completing all end of year reports for State of Ohio and AOC; Close out 22/23 and open 23/24 school year; Researching and purchasing materials for MarkerSpace area. **How has she impacted the STJB Vision this month: Bring People – Body, Mind and Soul – to Christ?:** We have impacted the vision this month by celebrating our Kindergarten and 8th grade students, as well as recognizing Mrs. Frey and Mrs. Post's dedication and service to St. John's school.

Director of Religious Education: J. Schaefer meets with Youth Group teens weekly on Sunday nights. // He put together Youth Group Movie on Science Tests Faith, talking about Eucharistic Miracles. //He turned in Rice bowl money. //School Masses are running smooth each week. He has been training the lectors and servers every week to help Mass run smoothly. //He facilitated a study group during Lent from Ascension Press. Teachers received Vocare credit for it. //He ran a First Communion Retreat and practice night at the church and scheduled photos beforehand. // Gathered school students together for a once-a-month opportunity for them to experience adoration. // He continued to advertise youth events and pictures on Instagram, Facebook and SJB website. He took a group of 7th and 8th grade students to the seminary as a field trip. //Michael Johnson and he set-up and organized the School Holy Thursday Prayer Service. // He organized and ran the PSR students in the Rosary and did substitute teaching in class for sick teachers. Near term activities (underway/planned): Youth Group Jr. High and High School Night with Pizza; Preparing for 8th grade graduation; working on plans for summer 2023/24 activities. **How has he impacted the STJB Vision this month: Bring people – Body, Mind and**

Soul – to Christ? He believes by offering students a chance to grow closer in community and see faith as something that can change their lives and draw them closer to each other and God.

Athletic Association: The group is looking at selling shirts, koozies, etc. as a fundraiser for the fields. D. Moeller is working up a plan. They group is also looking at holding a Corn Hole tournament as a fund raiser. They are in the process of looking for locations. They hope to display the new fields information at the festival. // Update on Soccer: More than 100 children registered for soccer between school age and Little Jags; seven teams for school age group plus little Jags; Registration ended 5-31; Soccer camp has 16 registrations and there is still time to sign up. //Volleyball Update: Registration will open later this year. // GWAC Update: Still looking for a coordinator. //Social Media update: Asking all to send items to be posted or call 513 520-9871 with information. //Fundraisers: Trivia night was successful. 1860 pub was great to work with and will be happy to have Athletics do same in fall. 1860 pup is giving Athletics a portion of the “community tap” sales for the month of May. //Uniforms: They need shorts for school age and shirts for Little Jags to be ordered, warm up gear/sweatshirt universal for any sport will be ordered. //How has this group impacted the STJB Vision: **(Bring People – Body, Mind and Soul – to Christ)?** By hosting a Sports Trivia fundraiser within the Community at 1860 pub, in an effort to make SJB Athletics and the Harrison community connection stronger. Ethe event was successful and the winner of the large raffle basket was a community member/patron of 1860 who stopped in during the event and bought some raffle chances.

Building and Grounds: See M. Newton’s. L. Egbert asked why the old church is air conditioned during summer. D. Lohmen explained if it were not, the mold would ruin the walls, etc.

Social Action Committee: K. Nocks reported the Garden is planted. There are several new people helping this year. The group would like to thank Dan Losekamp for working the garden and Doug Lohman for donating the plants. //The Feed the Children summer program has started. There are 40 children to serve this year. Deliveries will be made every two weeks during the summer. // Bountiful Hearts Meal: May was sponsored by the Women’s Bible Study Group. June will be sponsored by Monk’s Kitchen. Monk’s Kitchen will sponsor the meal again during the year.

Old Business: PPC will not meet in July our next meeting will be in August 15, 2023. Therefore, there will not be a July Meet and Greet PPC at the Church. There will be one the first weekend in August. D. Haller asked for volunteers: Saturday 4 pm: T. Meyer, K. Nocks; Sunday 8:30 am: M. White, D. Heuser; Sunday 11:15 am: D. Lohman, L. Egbert. // D. Haller talked about a discussion he had with a parishioner in May. This parishioner has space issues and wants more social distance space made. Father Ruwe explained this seating is not available at many churches. He stated it was done for COVID 19 and will not be increased. It was suggested if this parishioner wants more privacy, he or she should attend the Saturday 4 pm or the Sunday 11:15 am Masses or sit in the Gathering Space on bench close to doors. //Next D. Haller discussed the PPC drawing of new PPC Members. The names were placed in a basket. D. Haller asked R. Humbert and M. Lienesch to do the drawings. The new PPC Members are: Roxanne Rybolt; Pete Hebauf; Logan Montgomery. D. Haller will notify the ones selected and those not selected. S. Ruthven will get their telephone numbers and e mails. K. Nocks asked about name tags for the new members she will take care of getting them. // There was a celebration for R. Humbert and M. Lienesch who are leaving PPC after numerous years of service. Cookies and refreshments and a great big “Thank You” to them both for their more than 30 years serving on PPC. They can put their names in the hat again in two years.

New Business: There was some discussion among PPC and D. Haller about moving the meeting time to 6 pm. It was decided not to vote on this because more people wanted to keep the meeting time at 7 pm.

Adjournment: Motion: R. Humbert; 2nd M. Lienesch **Prayer:** Father Ruwe; **Submitted by:** S. Ruthven 6-20-23