

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

Meeting Date: April 18, 2023

Call to Order: 7:02 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: February Meeting Minutes have been approved and distributed. Motion to approve: D. Heuser; 2nd M. White

Pastor's Report: Father Paul began by thanking all who made the Easter Triduum a success. He noted that a priest in a new assignment usually begins to feel truly at home after sharing in the Holy Week and Easter Sunday liturgies. He is pleased to have celebrated and been part of the OCIA and their journey to become Catholics. He talked about his meetings with the Music Minister and Pastoral Associate throughout all planning and execution of the Triduum and appreciation for their organization and coordination. He was pleased with the crowds at all Masses. He said that the end of the school year will keep him busy with various activities and make time go fast. M. Newton stated that the attendance this year was the highest number for the Easter Vigil and Easter Masses.

Business Manager Report: M. Newton had the usual hand out for February financials. He stated February collections were significantly above budget, driven by seven large contributions. Other income is also above budget due to favorable new church donations. February expenses were worse than budget due to a \$17K interest payment budgeted for May but paid early when loan prepayment was made. YTD revenue is better than budget driven by the Luebbe Foundation donation, Sunday collections and new church donations. YTD expenses were slightly unfavorable due to the timing of the interest payment. H. Menninger asked if M. Newton sees the same for 2024 with another prepayment on the loan being made. M. Newton stated that a future prepayment will be determined in early calendar year 2024, based on fiscal year financial results. //School: February revenue was unfavorable due to the movement of ESAP funds to financial aid account. February expenses were favorable due to the quarterly Butler County teacher bill not received which offsets a large Luebbe expense. YTD revenue is favorable, driven by tuition payments ahead of budget (timing). Expenses are below budget with the positive variance driven by the 2022 FY healthcare expense not yet paid and the unpaid Butler County bill. //Total church, School, Cafeteria: Positive February revenue partially offset by negative expenses, some of which are real and some timing. YTD February revenue and expenses are favorable, some real (Luebbe, new church payments, festival economics) and some timing (tuition). //Statement of financial Position: The February cash balance increased due to parent prepayment of 23/24 school year tuition and the monthly profit. //Church: Lent postcards were mailed, letter to new church donors with large unpaid balances was mailed asking about their intentions. K. Nocks asked if the unpaid pledges amounted to much money. M. Newton stated about \$200,000. //Building and Grounds: The Geil HVAC decision has been made to replace HVAC in phases. This is a large expense; however, with the Luebbe funding we were able to handle it. Eventually, there will be no GEO system which seemed to continually break down slightly and created expenses. SJB has hired a new part-time maintenance person. //School: Registration is almost complete. M. Lienesch asked if the enrollment for school was higher than last year. M. Newton stated it was down. The WIFI replacement bid is also finished. //Other: the STJB Policy and Procedures Handbook is complete. //Near Term Activities (Underway/Planned): Finance: FY 2024 budget; March reconciliation, analysis of sources and uses of

building/maintenance funds. //Church: SVdP building construction, Festival planning, Meyer Vogelpohl going out of business and SJB looking for supplier of religious items. //Building and Grounds: creation of summer
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school maintenance schedule; and responding to daily work orders using T. Losekamp temporarily. //School: Implementing alternative fee payment platform (K12 Payment Center). //Other: Athletic fields project, tracking change to traffic control and Beacons of Light Pathway Lead activities. M. Newton stated no complaints had been received by either him or the office about traffic problems during the three-month test without police handling traffic for each Mass. L Egbert asked who makes the decisions to have police handling traffic control. M. Newton stated he and Father Ruwe. //**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 OCIA group began on 3-22. There are six candidate4s and one Catechumen in the group. //She managed to Soup suppers and the ministries needed for the connected services. She thanked R. Walter for her help overseeing the suppers each Wednesday. She also thanked the following groups who provided the soups: Parish Life, Ladies Sodality, Parish Council, Breaking Open the Word, Knights of Columbus. //She led the parish Stations of the Cross service on 3-8. //There were 125 people who attended the Mike Davis Lenten program on 3-10. //She represented the parish as a panelist for the Mount Notre Dame High School senior capstone projects. //Love and Action Phase One tasks for Beacons of Light has completed in March. //She aided in getting Advanced Endpoint security added to six key computers in the parish. //She has also been involved in getting quotes for upgrading the fiber connection between the two school buildings. The scheduled installation will be later in spring of 2023. //She evaluated and recommended DTCS as the provider to choose for the new wireless devices and installation for the entire school. One half of the cost will be paid by Universal Service Fund *USF) through the ERate program. //Near Term Activities (Underway/Planned): IT email and File back rollout and elimination of the school server by moving to Azure; Final preparation for Holy Week and Easter activities; OCIA reflection day on 4-1-23; May Crowning planning. //**How has she impacted the STJB Vision this month: (Bring People – Mind, Body and Soul – To Christ)?** In March, she impacted the Vision through the Lenten soup suppers and the parish community was strengthened by their gathering together to eat and then other planned activities. She also held the Lenten study as well as the videos posted for parishioners not actively part of the in-person studies which helped parishioners encounter Christ during Lent. These included daily Scripture.

Director of Religious Education: J. Schaefer reports he had led a group of teachers through a study on the Mass in January/February. He has Met with Youth Group teen weekly on Sunday evenings. Put together Minute to Win It game night for 7 through 12th grade students with pizza a prize; set up Rice bowls and toilet paper drive in the parish. Oversees school Masses each week with training of lectors and servers ongoing. Facilitated a study group during lent from Ascension Press. Teachers received Vocare credit for it and had a great connection with each other. Hosted a Parent Babysitting night with pizza and youth group babysitting kids to help raise money for the Steubenville Conference in July 2023. First Communion Update and PSR Updates were e mailed to families by flock note. Gathered school students together for a once-a-month opportunity to experience adoration for the students. He continues to advertise youth events and pictures on Instagram, Facebook and the SJB website. Led students with weekly Stations of the Cross with school on Friday's during Lent. He and M. Johnson set up and organized the School Lenten Penance Service. He had some volunteers after Masses in Marh to fill the Bus Fundraiser help raise money for transportation to Youth Conference. He's held First Communion parent meetings. Organized and ran the school Teacher in-service retreat day at the Holy Spirit Center. (Near Term Activities (Underway/Planned): Youth Group Jr. High and High School Night on 5-12 with Pizza. Preparing for First Communion and May Crowing at School. Working on plans for summer activities and next year. **How has he impacted the STJB Vision this month: (Bring People – Body, Mind and Soul – to Christ):** By offering students and teachers opportunities to learn more about God and grow closer to Him through prayer. He also

was able to help foster the body, mind and soul of everyone to pass on the faith through study groups, youth group, Mass and Stations of the Cross.

Music Director: M. Johnson reported he had helped have a successful Lenten series insofar as feedback and attendance compared to previous years. Stations of the Cross were offered on 3-1, 8 and 29. As in previous years the versions of Stations of the Cross varied in order to expose participants to different perspectives in reflecting on the Stations. He, T. Plamer and Father Ruwe took turns leading the stations. The annual Lenten Reconciliation Liturgy was held 3-15. As in previous Lenten and Advent Reconciliation Liturgies, SJB was blessed with ten priests serving as confessors. On 3-22 Prayer in the Spirit of Taizé – one of the largest Taizé Prayer services he has seen. He thanked T. Palmer for all her work with the soup suppers and collaboration of the prayer gatherings. March funerals: He was able to add a new cantor to the funeral rotation, Talia Zoll. //Near Term Activities (Underway/Planned): April 6-9 Holy Week 2023: finalizing music personnel and scheduling of extra rehearsals. April 22 First Communion Mass. April 23 Coral Festival hosted at SJB and sponsored by the Cincinnati chapter of the National Association of Pastoral Musicians at 7 pm. It will feature several choirs including our own including the brass quartet and percussionist. //How has he impacted the STJB Vision this month: (Bring People – Mind, Body and Soul – to Christ)? As he noted above a large amount of time and energy are put forth toward the parish Lenten series. One of the marks of Lent is prayer and expanding the amount of time we give to prayer in our daily lives. On more than one of the evenings, he observed many of the participants were also liturgical ministers. These individuals give so generously of their time and talent to the parish and it seems that the Lenten series invests back into their spiritual lives, as well.

Parish Life: No meeting or reports until March

School Principal: Nichole Herrmann reports February is SJB priority registration period for the 2023/24 school year. It is also a busy time with families requesting tours of SJB school. M. Thamann began as the new school secretary the end of February. SJB celebrated Catholic Schools Week in January and registration for the 23/24 school year began February 1. The elementary students celebrated the 100th day of school. SJB school began the season of Lent with Ash Wednesday Mass and continued with praying the Stations of the Cross each Friday afternoon. The 2023/24 school calendar was shared with school families. She used the remaining EANS funds to purchase new desks/chairs for 3rd through 8th grades. //Near Term Activities (Underway/Planned): She's writing Accreditation Report; Planning staff Religious In-service Day; Planning of Junior High At show on 3-29; Planning grandparents' day on 3-30; Planning Right to read week at end of March. Planning of Scholastic Book Fair and end of March. Planning for the IOWA standardized testing in Marh. Researching and choosing new curriculums and purchasing of the materials needed for 202324 school year. // How has she impacted the SJB vision this month: (Bring People – Body, Mind and Soul – to Christ)? The Vision this month has been impacted by signaling the beginning of Lent with Ash Wednesday Mass with students and praying the Stations of the Cross with them each Friday. Also, by witnessing the numerous Lenten projects and activities happening in the classrooms.

Athletic Association: They hosted the Bountiful Hearts meal on 3-25 and met the founder, Bob Tau. They gifted him with a t-shirt and tote celebrating the 15th anniversary of Bountiful Hearts. It was well attended. Volleyball: Update: the season is underway for the Boys and a potential coordinator for the girls has been identified. GWAC Update: There will be a discussion of time changes and protocol with the GWAC rep. //Basketball Update: the season is finished. //Baseball Update: Baseball is underway, rain has cancelled many games. Uniforms have not arrived. //Social Media Update: Facebook page is up and activities are being posted. //Fundraisers: They will host an event on 5-28 at 1860 featuring Sports Trivia; 1860 is giving Athletes a portion

of the “community tap” sales for the month of May. It will be advertised in the Jaguar Journal. //How has this group impacted the STJB Vision: (Bring People – Body, Mind and Soul – to Christ)? The Bountiful Hearts Meal

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was provided by the Athletics families from the school and the Parish. There were many children who were actively engaging with the community and the founder, Bob Tau.

Reports from Social Action: K. Nocks reported SJB Athletics sponsored the Bountiful Hearts Meal. They also recognized the founder, Bob Tau on the 15th anniversary of Bountiful Hearts. They delivered groceries to 44 children in the Southwest Schol district and SJB prior to Spring/Easter break through the Feed the Children Program. K. Nocks reported they have five new families who have volunteered to help with the church garden this year. They plan to begin planting after Mother’s Day. //SVdP: They have the needed funds to build the new pantry (\$43,000 was raised). Hopefully, there will be funds for shelving and carts. She noted the Trailer for the Clean Out Your Closet” weekend is April 29 and 30.

Building and Grounds: See M. Newton’s.

Old Business: Parish Member Concerns: D. Haller asked if PPC should continue the monthly Meet and Greet parishioners the first weekend of each month at all Masses. Father Ruwe believes even if we do not get questions, it is a good for visibility. The next Meet and Greet PPC will be Saturday/Sunday May 6 and 7. D. Hallar asked for volunteers: Saturday 4 pm: K. Nocks and T. Meyer; Sunday: 8:30 am M. White, D. Haller and D. Heuser. Sunday 11:15 am: L. Egbert and D. Lohman. D. Haller thanked everyone for bringing soup to the Lenten Soup Supper. //He then turned the discussion to the Bountiful Hearts Luncheon being held on April 22, 2023. He comprised a list of needs and had compared last year cost to this year which was higher. He thinks all PPC members will need to chip in at least \$5 at the May meeting to cover all costs. He asked for four volunteers for Saturday to help with preparation and serving: D. Huser, L. Egbert, K. Nocks and D. Haller volunteered. There was some talk concerning details of Bountiful Hearts Luncheon.

New Business: D. Haller discussed the Bulletin notice for new PPC members will run rest of the month. He then asked if anyone knew of anyone wanting to serve. Several made comments. There is a need for three new PPC members. R. Humbert and M. Lienesch agreed to serve an extended term which will end this year. D. Heuser and S. Ruthven have agreed to serve the one- year extension of their terms. This gives PPC nine serving members. We need to select three new members this year to make the 12. There was some discussion about changes needed for the PPC application form. D. Haller asked D. Heuser to make the changes and send to all PPC Members. S. Ruthven will make copies and place them in gathering space cabinet. D. Haller then stated there needed to be one more slight revision to the PPC by laws and requested H. Menninger help him. It will be ready next month. There was also some talk about Father Ruwe being the one to check out the forms and meet with staff members before the selection process.

Adjournment: Motion: M. White; 2nd M. Lienesch

Prayer: Father Ruwe

Submitted by: S. Ruthven 4-18-23