

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

Meeting Date: August 15, 2023

Call to Order: 7:00 pm

Prayer: Father Paul Ruwe

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

Previous PPC Meeting Minutes: June Meeting Minutes have been approved and distributed. Motion to approve: 1st M. White; 2nd D. Lohman

D. Heuser (Vice Chair) chaired the meeting in D. Haller's absence. She began by welcoming the new PPC members and asking them to introduce themselves and give a background. All welcomed them to PPC.

Pastor's Report: Father Paul began by stating he and the interview committee are still doing interviews for the Music Minister's position. He has been surprised at how many church musicians are seeking less hours than our position's needs. We have a couple interviews scheduled. He would rather take a bit of time hiring the right person, than rush in hiring someone and have to begin the process again. T. Palmer is handling the substitute music ministers for weekend Masses through September. R. Rybolt asked who the subs were. He said we are fortunate at SJB to have good people handling the weekend Masses from within the parish. K. Nocks asked if it would be possible to hire part time people. Father stated the position is a full-time job and the person will be part of the SJB Parish Staff. He also stated that some of the other families of parishes do have part-time music ministers under a director of worship. //He spoke a bit about where SJB and he is as far as the Beacons of Light process. He is focusing on Staff Development and Leadership and will be using the Archdiocese liaison more in this next phase (from staff to leadership to stewardship). //He then talked about the proposed amendment to the Ohio state constitution. This would allow abortion in Ohio in all stages of life and will likely be on the ballot in November. He reminded us he had mentioned this in his homily. The place of unknowing can be a place of anxiety which may lead us to feel overwhelmed. This makes it vital for us to fix our eyes on Christ, as much as they may be on the polls and news reports. Through the Cincinnati Archdiocese and other Catholic organizations there will be more information on the dangers inherent to the proposed amendment, most especially allowing and/or expanding the direct assault on human life, up to and including late-term abortions. An opportunity to join together in prayer (a 54-day novena) will begin in mid-September leading up to election day. Other Bulletin articles and materials will be available for parishioners, including information on face book and other social media outlets. He stated the value of all human life is clearly articulated by the Catholic Church and the need of us to protect, promote and pass this value, in teaching and in action are fundamental to our identity. We need to fix our eyes on Christ. H. Menninger talked about the letter the Archbishop had in the Enquirer and father expressed it would be available for the parish. H. Menninger also stated he would be glad to help get a "door-to-door" campaign organized to get the information out to the SJB area. Father thanked him.

Business Manager Report: M. Newton talked about the June and full year FY 2023 financials reconciled. He then gave a summary. // Church: June collections were above budget, assisted by a large donation. Other income was above budget due to the festival revenue that was not budgeted (originally budgeted only in August 2022). June expenses were above budget due to the unbudgeted festival. YTD revenue was better than budget driven by two festivals (vs one budgeted), the Luebbe Foundation donation, Sunday collections, and new church donations. YTD expenses were unfavorable which is almost exactly equal to the cost of the second festival, i.e., other costs were at budget. //School: June revenue was favorable due to a \$100,000 Ohio Security Grant received and state reimbursement of funds received in June, but budgeted in May. June expenses were

unfavorable due to the decision to overspend the budgeted amount of the Luebbe funds in FY 2023 (given the unbudgeted \$150K donation) and extra teacher paycheck resulting from an overlap in teacher contracts, driven by an AOC contract process change. YTD revenue was favorable, driven by the security grant and tuition more than budget. Expenses were unfavorable due primarily to the Luebbe expenditures. //Total Church, School, Cafeteria: Positive June revenue only partially offset by unfavorable expenses. YTD revenue significantly exceeded the budget, offsetting some excess expenses, resulting in a successful FY 2023. //Statement of Financial Position: The June cash balance increased due to the amount of prepaid expenses (accruals), which were reversed in July. //The festival was a financial success: Revenue of \$183.0K and expenses of \$92.8K for a profit of \$90.2K. //Church: Since Meyer Vogelpohl no longer provides church supplies, Trinity Church Supply has been chosen as replacement after costing out four suppliers. //Building & Grounds: Successfully wrapping up the busy maintenance schedule. //School 23/24 tuition payment packs sent; buildings prepared for school to begin. // Other: Festival was held and successful. //H. Menninger asked if there are plans to do another pre-payment on church debt. M. Newton stated if after six months of financial performance into the new 2024-year monies are looking good, he would look into it. //L. Egbert asked if SJB has considered CDs as investments instead of the current money market. M. Newton stated the current money market rate is good through the AOC. H. Mininger asked if the \$100,000 grant for security has restrictions. M. Newton stated yes it does. L. Montgomery asked if there was a time limit on using the Luebbe grant. M. Newton stated there was no time limit for using Luebbe grant, but we are spending it now. Then he stated some other grants do have restrictions. // Near Term Activities (Underway/Planned): Finance: July reconciliation, delinquent tuition accounts, exploration of Employee Retention Tax Credit. // Church SVdP building construction (outside complete now working on inside). Buildings and Grounds: Modular refurbishment, response to AOC Gallagher Bassett Risk Control Evaluation Project. School: Rollout of Ed Choice program changes; planning \$100K security grant spending, alternative fee payment platform (K12). Other: Searching and hiring for Music Ministry personnel. Athletic fields fundraising, NextStep contract. //M. Newton then discussed the changes with EdChoice and how it will impact all families in Ohio in a positive manner. He explained how the cut off dates has had the school and staff working hard on getting all parents on board as to how it will help them. // **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 has been exceptionally busy handling the Music Minister schedule as well as her own. She has completed the August Musician and music schedules and is currently working on the September. // She designed and implemented a Funeral Information page on the SJB website. This provides helpful information to families as they grieve and also to funeral homes. She took the young adults on a kayaking trip on the Great Miami River. She completed the materials and preparations for the Lector training for August 29. This will be offered to all lectors and will include a presentation by R. Burwinkel. The school fiber was upgraded on 6-5. This increases the capacity between the Jr. High and the Elementary buildings. The school server has been removed. All of the school has been moved to Microsoft Azure. // Near Term Activities (Underway/Planned): working with the Spanish ministry on materials to begin a small faith group. Actively supporting the music ministry while we are in transition to new music minister. This includes coordinating items such as musicians, pulling music for services and worship aids. She is working on the Hoxworth Blood Drive scheduled in August. Lector Training in August. She managed the school wireless up grade. All class rooms and the school office will have new wireless access points. She is planning for the fall OCIA with a number of adults and children interested. She is working with D. Meyer and D. Brockman on preparations for the annual El Salvador fundraising effort. And she is planning upcoming fall and winter activities. // **How has she impacted the STJB Vision this month: Bring People – Body, Mind and Soul – to Christ?** She assisted with music ministry this month and worked to ensure the prayer experience for all the parish at weekend masses was uninterrupted by

the departure of the music minister, Michael Johnson. This is and will continue to be a group effort until the new Music Minister is hired.

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

Principal: Nichole Herrmann reports the summer has been busy with many school improvement projects and all are ready for first day of school on 8-23. She received 120 new student desks/chairs. All classrooms Kdg-8th now have new desks/chairs. She attended the School Safety Summit in Columbus. She learned about best practices and visited with vendors that SJB could potentially contract with when making improvements with the \$100,000 safety grant. She hired one 1st grade teacher, long-term sub to cover a maternity leave, a new Kdg/2nd grade aide and long-term sub aid to cover a medical leave. Recently, the school nurse resigned and she is now working with the contractor to recruit a new school nurse. She ordered new STEAMM/MarkerSpace tables, stools and storage using final COVID funds. PTC allocated \$15,000 to build this space and the money will be used for materials, curriculum, robots, etc. SJB school has 239 Preschool-8th grade registered for this year which is comparable to the last few years. SJB school has one new 2nd grader, one new 5th grader, one new 7th grader and three new 8th graders. // Many changes have been made to the EdChoice Scholarship program which now allows all Ohio families to benefit from. This has required a lot of communication with the school families and a significant amount of time submitting new applicants. This program mutually benefits our school families and our school. //Near Term Activities (Underway/Planned): Meeting with the teacher in August and the first day of school on 8-23. **How has she impacted the STJB Vision this month: Bring People – Body, Mind and Soul – to Christ?** By preparing our school and staff to welcome our students for the start of a new school year.

Director of Religious Education: J. Schaefer had one person receive his Confirmation in July. // Totus Tuus team cancelled so he hosted VBS and it was a success. K. Ante was the lead for the whole week and he helped where needed. There were 44 participants and plenty of volunteers. All learned about Mary and her “Yes” to God. He praised K. Ante and the other volunteers for a fantastic job. //Eight tens went to the Steubenville Youth Conferences and had a great experience. They want to go back. The conference was on how to find refuge in God. The weekend included talks about the importance of prayer and quiet time with God as our refuge and finding others to walk with us on this journey of faith. // He took PSR volunteers out to dinner in appreciation for their hard work throughout the year. // He had a high school grill out and a four-night week program on parables with the teens in July. // The youth of the parish helped volunteer running the pop booth at the festival. // School and PSR reviewed textbooks in the spring and changed them to Blessed are We Faith in Action this year for both school and PSR. This really helps the Catechist to pass on the faith to the children of the parish. //Near Term Activities (Underway/Planned): Opening for PSR in 8-27; Slugfest shaving cream wiffle ball on 8-20; Creating Sacramental schedules; Looking for volunteers. // **How has he impacted the STJB Vision this month: Bring people – Body, Mind and Soul – to Christ?** He impacted the Vision through these areas: VBS provided opportunities in all of the areas. Through prayer, music and games. The week-long teen camp on parables and the trip to Steubenville for the teens helped impact these young minds and souls.

Athletic Association: The group welcomed Robert Crosby the new GWAC coordinator. He is married and has three children. New field update: PPC is aligned to move forward with the fundraising plans. The campaign rollout: Initial company sponsors have been approached regarding contributions. Rollout week is 9/9 and 9/10 at Mass; All three Masses will have representation in the gathering space after all masses. There will be flyers stuffed in the bulletins. They are requesting the children come to mass in the uniforms that weekend and show Jaguar Athletic spirit. // Baseball Update: Lost some kids to travel ball and select teams. Signups will open in November with a hard close date in January allowing time to find additional kids or move kids around with league as necessary. There is some talk of a fall “pick-up” league on Friday nights. //Soccer Update: Camp update: 40 kids participated. Need to coordinate with VBS for different dates. Practice began on 8/11. Athletics thanked Melissa and Johnny for coordinating all the uniforms.

//Volleyball Update: (Girls) Coaches are being verified at Safe Parish. GWAC to offer coaches a clinic. Scoreboard lights to be replaced. (Boys) J. Wood has volunteered to be the coordinator. // Basketball Update: (Boys) registration is open until end of August. (Girls) no update. //Fundraisers: Florence Y'all's game. // **How has this group impacted the STJB Vision: (Bring People – Body, Mind and Soul – to Christ)?** They hosted the 2nd annual Soccer camp with great success. There were a number of participants from the community who attended and they received a few new soccer sign ups as a result and then closed with a prayer.

Building and Grounds: See M. Newton's. D. Lohman stated they will hold a meeting 8-24.

Social Action Committee: K. Nocks reported the Garden has been very productive. Deliveries to every local Senior Citizen Center and to local food pantries at least two times per week. //Bountiful Hearts Meal was hosted by Brian and Kelly Ante and family. They had 45 home deliveries and 58 neighbors picked up meals. //Feed the Children Program: The summer deliveries are completed. Forty children that receive free or reduced-price meals during the school year had food delivered to them every two weeks all summer. The next delivery is planned during Christmas break. // D. Lohman asked how the SVdP building is coming along. M. Newton and K. Nocks both stated the outside is finished and inside is in progress.

Old Business: D. Heuser then moved on to the election of officers for the next year. Nominations were opened for Chairperson. S. Ruthven nominated D. Haller; 2nd by H. Menninger. Call for other nominations. No other nominations. Call for vote. All voted yes. D. Haller is new Chairperson. Next was Vice Chair: C. Nocks nominated D. Heuser; 2nd by M. White. Call for other nominations. No other nominations. Call for vote. All voted yes. D. Heuser is Vice Chairperson. Next was Secretary: M. White nominated S. Ruthven; 2nd by D. Heuser. Call for other nominations. No other nominations. Call for vote. All voted yes. S. Ruthven is Secretary. Next on the agenda was the Meet and Greet PPC weekend in September (9-2 and 9-3). Volunteers are: Saturday 4 pm Mass: K. Nocks; T. Meyer. Sunday 8:30 am Mass: D. Haller; M. White; D. Heuser; L. Montgomery. Sunday 11:15 am Mass: R. Rybolt; L. Egbert; H. Menninger. There was no other old business.

New Business: D. Lohman asked if the names of people who were married in the church and the names of people Baptized in the church could be published in the Bulletin. He stated that at one time they had been published. Father stated he would check into it.

Adjournment: Motion: D. Lohman; 2nd M. White

Prayer: Father Ruwe

Submitted by: S. Ruthven 8-15-23