

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

**Meeting Date:** January 20, 2026

**Call to Order:** 6:59 pm

**Prayer:** Father Paul Ruwe

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

**Previous PPC Meeting Minutes:** December 2025 Meeting Minutes have been approved and distributed. Motion to approve D. Heuser; 2<sup>nd</sup> H. Menninger

**Staff Report:** Director of Music Ministries: Dr. P. Wickliffe reported the organ and pianos have had their maintenance and are in good shape for Christmas. //Guest vocalists worked well this year with the choir. Midnight Mass had 18 in choir and six brass, including timpani. He reported some will be available for Confirmation and Easter. He has been cued into arrangement copyright which is in the works. He stressed it is important churches follow the law as everyone else does when it comes to licenses and it's not that expensive. //A&E went well for Christmas. He complimented J. Gemperline and T. Palmer along with others who helped decorate the church and the gathering space. //There are two new cantors for one to two masses per month. This helps him as well as the regular cantors. //Baptism of the Lord went well. He will make some changes for next year and has approval of Father Paul. He also has noted some changes and items for next year's Christmas Liturgies. He also mentioned he is doing well at CCM and using what he learns at SJB. H. Menninger had a question about the back drop which covers the organ pipes. Father Ruwe deferred the topic until it is handled by him and J. Siemer after the meeting. D. Haller asked if there were many companies who tune and maintain the piano and organ. Dr. Wickliffe stated there are several and we use one in particular because the organ was manufactured by that company.

**Pastor's Report:** Father Ruwe began by thanking PPC for his Christmas gift and is enjoying using the gift cards. He then stated the St. James B. Deanery held their meeting last week and it was reported that October counts are available. SJB attendance was up 6%, attendance across the Deanery was up 3% and the Archdiocese was up 4%. Overall, the October count was positive. //He then began to talk a bit about the Beacons of Light process going into years four and five with various incentives. Many of the families have parameters in place and are expected to begin moving forward in years four and five toward a long-term plan being in place. The Archbishop announced the Archdiocese will hold a Synod in 2028, a Gathering of clergy and faithful of the Archdiocese. There has not been a Synod in the Archdiocese of Cincinnati since 1971. Archbishop Casey wants to review the overall impact and implementation of Beacons of Light parameters at all families of parishes and how they coincide with moving ahead according to his vision. M. White asked if each parish has its own PPC. Father explained there is a family PPC as well as a PPC for each individual parish in that family and they all work together. H. Menninger asked if the family of parishes structure is firm. Father stated the families have been established although there is expected to be some reconfiguration of parishes within families. However, for the proximate future families of parishes are set. L. Egbert asked if the families were established due to having schools. Father explained the schools are separate as schools were not factored into establishing the families of parishes. However, schools need to be attended to by the individual families. Schools are not the specific issue of Beacons of Light process from the top down. There was some discussion about past schools in the Archdiocese and how they have evolved over the years. // Father then turned the conversation to Confirmation which is being held on 2-10. Archbishop Casey will preside on his first time to SJB. // Ash Wednesday is 2-18.

There will be three parish Masses handled by Father Ruwe (7 am; Noon and 7 pm). Father stated since Ash Wednesday is not a Holy Day of Obligation there will not be a Mass held at the school, but a Liturgy of the Word including distribution of Ashes will be held. // He talked about the large number of people in the OCIA group who are in various stages of becoming Catholic or are already Catholic completing their Sacraments of Initiation. It will be a busy Lent Easter Vigil for all.

**Business Manager Report:** J. Siemer stated November had excellent collections. While the prior two months were low in collections, November brought things back in line. He then went into the financial summary. // Church: November collections were more than budgeted. Other Income was favorable to budget. November expenses were less than budget. The monthly surplus was favorable to budget. Year to Date (YTD) collections are less than budgeted. YTD Other Income is more than budgeted. YTD expenses were favorable to budget. The church's YTD surplus is favorable to budget. // School: November revenue is less than budgeted. November expenses are more than budgeted basically due to timing. The school's November surplus is less than budget. YTD school income is less than budgeted. YTD expenses are favorable to budget. The YTD school deficit is favorable to budget. // Total Church, School and Cafeteria: For November, there is a surplus which is more than budget. YTD there is a deficit which is favorable to the budget. // Statement of Financial Position: Cash and Investments on the balance sheet decreased due to money transfers to El Salvador and road work on the cemetery. //Church: Buildings and Grounds: Repaired multiple flush assemblies on toilets in school; School: Working on the USDA National School Lunch Program audit of the cafeteria; Oher: Completed work on the fencing on the baseball fields. He stated when the ground freezes, they will be delivering dirt for the field and also roofing the dug outs. **Near-Term Activities (Underway/Planned):** Finance: December Reconciliation; Church: Review security; Buildings and Grounds: Paint exterior of parish office. Gutter replacement on rectory. Repair roof leak in elementary school. Put roofing on dugouts in baseball field. Replace gutters on rectory. School: review security and Bathroom partitions replacement. // **How has he impacted the STJB Vision this month? (Bring People – Body, Mind and Soul – to Christ?** Continuous focus on maintaining a financially stable parish through adequate collections, expense control, balance sheet management and budgetary accuracy. Enhancing infrastructure through effective use of donated funds.

**Pastoral Associate Minister:** T. Palmer reports the ministry schedule for January through March is complete. // Parish Penance service on 12-3 went well. // Mike Davis performed his Advent program on 12-5. // Coordinated volunteers for the Solemnity of the Immaculate Conception of the Blessed Virgin Mary, Christmas and Solemnity of Mary, the Holy Mother of God Masses. // Christmas Masses went well. With additional chairs set there were only 40 people in the gathering space for the 3 pm Mass. She thanked all the volunteers who helped with all these masses. //The Advent Study was completed on 12-20. // Preparations for the Young Adult trip to the SEEK Conference were completed in December. //Technology: Angie and Father Ruwe's old laptops were wiped clean and redeployed to the Conference room at church and to PSR. **Near Term Activities (Underway/Planned):** Young Adult trip to SEEK in Columbus was 1-1-26 through 1-5-26 and attended by four young adults as a group. //The 99 Handbook book club begins on 2-8. It will be held on Sundays at 7 pm, // Lenten preparations are underway. // New server training – Jan/Feb 2026. // Confirmation Mass volunteer recruiting. **How has she impacted the STJB Vision this month: Bring People – Body, Mind and Soul – to Christ?** She states the Advent Program Waiting Well, that she facilitated, prepared parishioners for the Christmas Season. Part of the program helped everyone learn how to slow down and wait. It also touched on how we need to remember that everything is a gift from God and someday, that gift will be given back to Him.

**Music Director:** See Staff Report above

**Director of Religious Education:** J. Shaefer Reports PSR classes continue. //PSR students made cards and pictures for Nursing Home at Christmas. // Practiced for school Masses with students and trained volunteers. //

Planned an Escape Room and dinner with Youth Group. // Helped organize reconciliation service for the school students at Advent. // Youth group held a Christmas Party with Christmas Cards for the Nursing Home. // Set up

Adoration time for school with parent volunteers to make certain someone is in the church at all times of adoration. // Updated youth Facebook page and Instagram. // Made deposit for the Steubenville Youth Conference spots reserved. // Started preparing Y-Disciple Small Group materials for High School Youth. // Led and advent Study with the teachers at School once a week. // Met with Coach about small group discipleship process. **Near Term Activities (Underway/Planned):** Organizing and advertising for Youth Group Small Group meetings; Planning and preparing for the school Mass schedule and helping; Planning the upcoming Confirmation Mass on 2-10-26; Planning PSR classes for rest of year; Planning upcoming Youth group meetings; Planning OCIC and other Lent activities. **How have I/we impacted the STJB Vision this month: Bring People – Body, Mind and Soul – to Christ:** Leading the students to learn more about God through study and prayer.

**Principal:** N. Herrmann reports the 1<sup>st</sup> and 3<sup>rd</sup> graders performed the First Christmas for students and families. // Students received the sacrament of reconciliation during Advent. // Many of the teachers are participating weekly after school sessions led by Johnathan to reflect and discuss their faith during the Advent and Christmas seasons. // We had two snow days and one delay during December. // School is closed for Christmas break 12-20 through 1-4-26. // Priority current student reenrollment ended 12-19-25. We now prepare for new student enrollment beginning 1-16-26. **Near Term Activities (Underway/Planned):** New student enrollment 1-16-26; Preschool/kdg parent info night 1-15-26 at 6:30 pm; Open House 1-25-26 from 12 pm to 2:30 pm; Catholic Schools Week planning 1-25-26 through 1-3—26; Winter MAP testing; End of 2<sup>nd</sup> Trimester 2-12-26. **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 bringing our community together to watch the 1<sup>st</sup> and 3<sup>rd</sup> grade students perform The First Christmas to focus our attention on Jesus during the Christmas season.

**Parish Life:** Regular lunches and breakfast continue. JULIETS meet at BW3s this month.

**Love in Action:** K. Nocks the December Bountiful hearts meal was a carryout only since it was two days after Christmas. The Love in Action committee provided 161 meals. She wanted to give Patty Bochenek a special thanks for baking delicious red velvet cupcakes for all homebound neighbors. The Bountiful hearts will have their yearly special collection at all Masses on 2-7 and 2-8.

**SVdP:** D. Haller reported the SVdP is in need of volunteers and will be advertising through the Bulletin and announcements at Mass. A special meeting will be held in March with details. // Giving Tree gifts went well.

**Old Business:** D. Haller stated there will be a PPC Meet and Greet on February 7 and 8. He asked for volunteers: Saturday 4 pm Mass: H. Menninger; T. Meyer; Sunday 8:30 am Mass: M. White; D. Haller; D. Heuser; Sunday 11:15 am Mass: R. Rybolt; L. Egbert. // He then talked about the proposed special event the PPC will host for new parishioners. He asked for volunteers for the subcommittee: P. Hebauf wants to chair the committee with his wife L. Hebauf. M. White; L. Egbert and L. Montgomery along with D. Haller volunteered. Father laid out some preliminary items they should discuss. M. White asked who would be responsible for paying and Father stated the parish would handle the finances. // D. Haller then stated the Soup Supper for Lent would be PPC responsibility on March 25. He stated they need eight crock pots of soup. Father stated that would be a music night. // Then PPC talked about when we would cancel our meeting in March or April. It was decided since April 5 is Easter, we would not hold a PPC meeting in March

**New Business:** There was no new business

**Adjournment:** Motion: H. Menninger; 2<sup>nd</sup> M White/ **Prayer:** Father Ruwe/**Submitted by:** S. Ruthven