

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

Meeting Date: June 18, 2024

Call to Order: 7:00 pm

Prayer: Father Paul Ruwe

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

Previous PPC Meeting Minutes: May 2024 Meeting Minutes have been approved and distributed. Motion to approve: 1st C. Nocks; 2nd L. Montgomery

D. Haller was absent and D. Heuser presided in his absence. Beginning with the following Staff Reports from T. Palmer and J. Schaefer.

Staff Report: T. Palmer, Pastoral Minister. She began by stating the Stephen Ministries group decided to end their ministry because of lack of parishioner need. They will continue to support existing clients who are homebound or in a nursing home until no longer needed. She also stated the Spanish Study group has completed their meetings and will take a break until August. H. Menninger asked what the group does. T. Palmer stated they hold Bible study which is in Spanish. Father Shine as well as J. Davis also participate. T. Palmer gives J. Davis the lessons in English. //Hoxworth Blood Drive is scheduled for 8-20 from 11 am to 5 pm. They will be bringing the van this year. //She participated in the FDLC online learning series, Eucharistic Adoration, throughout the month of May. //She then updated PPC on the Software upgrade for the WI-FI devices in the parish office stating it is complete. /She has also been updating the Parish Festival website with ongoing information, as well as testing the Wi-Fi. In addition, she created a Festival Event on Facebook to keep people informed about the festivals, as well as recruiting volunteers for the SJB booth. //Currently she is working on Summer and Fall activities in the parish. Feed the Children will begin summer food distribution on 6-11. She oversaw the School Switch Upgrade and re-cabling of patch to switch ports was held 6-10.

Director of Religious Education: J. Schaefer reported he helped plan the May Crowning before school Mass and adoration time. The PSR classes are finished by holding a Rosary for Mothers. He is working on Vacation Bible School. J. Schaefer also talked a bit about Instagram and how he's getting more involved with it since more young people use Instagram instead of Facebook. He talked about how he arranged for enrollment of the Brown Scapular after one of the Thursday night Masses (St. Simon Stock). He was happy with the results, although he had hoped for more young people. //He is organizing and advertising the Shave cream Slugfest Wiffle ball night to be held in July. He's working on the trip to Steubenville Conference with 19 attendees. K. Nocks asked if this is a larger group than last year's trip. He stated it was, since last year had 11 attendees. D. Lohman asked how long will the trip will last. He stated one weekend. K. Nocks asked what age group attends. J. Schaefer stated from 9 through 12th grade. There are chaperons who go along and they also stay in the dorms. Naturally, the girls and boys are separate. He also talked about how the youth group is involved with the Bountiful Hearts luncheons. Currently, he is working on next year's calendar of events and gathering volunteers for the festival.

Pastor's Report: Father Paul reminded PPC that our annual Archdiocese Missionary Cooperative Program would happen the weekend of July 13 and 14. Father Joy Devassy of the Franciscan Missions will be celebrating Masses and preaching that weekend. He noted that he will take time off with his family that weekend. // He then announced that M. Newton, Business Manager, is retiring in the fall. He stated they are currently looking for a replacement and M. Newton would be available to help orient the new Business Manager

Business Manager Report: M. Newton submitted the financial report for April. He then went into some detail about the financials. K. Nocks asked if the enrollment in the school was up due to EdChoice. He stated total enrollment is up in some classes, but not others. R. Rybolt asked if the EdChoice is only for one year. He stated it is for a two-year period; however, talk is out there it may continue. She asked if the people who are in EdChoice will have to fill out the same forms next year as this year. He stated no, once the initial state forms are complete, the only forms needed to be filled are the SJB school forms. //He then began going over the monthly financials. //Church: April collections were above budget driven by a few large donations. Other Income was also above budget due to the Luebe Foundation contribution. April expenses were below budget due to many small variances. YTD revenue was favorable as collections were above budget and Other Income, led by two Luebbe Foundation donation, was above budget. YTD expenses were below budget due to favorable wages and benefits and utility costs. //School: April revenue was above budget as EdChoice receipts were in excess of a tuition shortfall. Also, the state reimbursement payment was received in April but budgeted in May. April expenses were favorable due to timing of the quarterly Butler County teacher payment (budgeted in April, paid in May), and security grant spend. YTD revenue was significantly favorable as EdChoice revenue net of tuition shortfall was above budget. Revenue also positively affected by the early receipt of state reimbursement. YTD expenses were below budget due to favorable wages and benefits, timing of the Butler County payment, and a current underspend of security grant funds. //Total Church, School, Cafeteria: Revenue and expenses were better than budget resulting in a favorable profit variance. M. Newton also stated L. Hebauf has been doing an outstanding job managing food costs. //Statement of Financial Position: Cash on the balance sheet increased due to primarily the monthly profitability driven the Luebbe Foundation donation. //The 2024 budget is complete. //Building & Grounds: components of large building improvement projects are completed and others will soon begin. //School: Completion of Butler County outsourced teacher contract. //Other: Festival Grand Raffle mailing as well as other festival preparation activities; Athletic Association craft show; staff compensation communication. He talked a bit about the security grant spend. There will be cameras added to church inside. P. Hebauf asked if any would be outside toward parking lot. He stated not at this point. He also stated there would be resurfacing of the new church parking lot which will include marking a few more handicapped areas. R. Rybolt asked about progress of athletic fields. He stated they are looking at July 28, after 11:15 am Mass for a Groundbreaking ceremony. //Near Term Activities (Underway/Planned): Finance: May reconciliation, FY 2025 budget spread monthly and input into accounting system, AOC audit action items. Church: quantifying cost of pew kneeler improvements, Scrips shutdown implementation. Buildings & Grounds: rectory plumbing work, building improvement projects. School: FACTS Cafeteria fee program implementation, tuition and lunch money delinquencies. Other Festival prep; athletic field construction, Luebe donation spend //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 staff report

Director of Music Ministry: Dr. P. Wickliffe reported he has completed Choir season at Most Holy Body and Blood of Christ service. Next season will begin Pentecost Sunday. //He finalized Cantor/Musician Schedule for the end of June. //He aligned appropriate substitutes for vacation which will be posted at the Sunday Liturgy on the parish website. //He arranged wedding schedule planning timelines. //The Organ has been tuned. //Resumes were collected and interviews are being held with potential choir members for a possible SJB schola. This will likely bear on music planning beginning in September. // **Near Term Activities (Underway/ Planned):** Possible short concert series; contacted sound system company twice re tweeter issues in one of the new speakers (instrumental: piano). Liturgy planning from October to Christmas. // Continue advocating/recruiting choir and other ensembles. // Looking at collaboration with schola of other musicians. // Keeping close contact with staff regarding OCIA items which need to be incorporated into worship aids and prepared for liturgy. // **How has he impacted the STJB Vision this month: Bring people, body, mind and soul – to Christ?** He stated he has had a few important lessons in communications and learning how “it takes a village” to create a community example of Christ and how this builds effective staff. Those who sing once pray twice.

Principal: Nichole Herrmann reports students completed their third MAP standardized testing of the school year. SJB students on average, have consistently scored higher than their peers on a national level and across the Archdiocese. // They held the annual Goodwill games and Relay for Life. They raised more than \$1300 for the American Cancer Society. //The 8th grade students celebrated graduation and new beginnings as they enter five high schools in the fall – LaSalle, Seton, Badin, East Central, Oldenburg. They earned more than \$120,000 in scholarships to area Catholic high schools. // They have new students enrolled in every grade for next year except 7 and 8. //They heard back from OCSSA and SJB received Full Accreditation. This has been a two-year process and now SJB will begin working on our Catholic identity and Academic goal for the next four years. //We have hired three new teachers for next year. // **Near Term Activities (Underway/Planned):** She is completing all end of year reports for State and AOC; Preparing for change in school management system. Moving from OptionC to FACTS; prepare for start of the 24/25 school year. // **How has she impacted the STJB Vision This month: Bring People – Body, Mind and Soul – to Christ?** By celebrating the 8th grade students and how God has blessed each one of them with gifts.

Director of Religious Education: see Staff report

Parish Life: D. Lohman stated most activities are either continuing or taking a summer break

Athletic Association: Susan Stricker, new Treasurer, begins her new duties. They thanked previous officers for their time and service. Volleyball Update: Girls: Registration open until 6-30. Late registrations through 7-15; tryouts 8-16 & 18. Boys: They are looking for ways to build up the program with new ideas. //GWAC Update: currently, waiting for minutes from last meeting. //New Field update: Potentially, 7-21 or 7-28 for a “groundbreaking” event. M. Newton checking with Father Ruwe on his availability. // Thinking about mandatory volunteer schedule for concession program. All Athletics families will be required to work x number of shifts. //Basketball Update: Boys: Signs ups begin in September. Girls: No update. // Baseball Update: Season going well for all teams; end of season tournaments will begin the end of June. //Soccer Update: Registration includes teams at the following levels: Little Jags: 1st/2nd grade girls; 1st/2nd grade boys; 3rd/4th grade girls; 3rd/4th grade boys; 5th/6th grade girls; 5th/6th grade boys; 7th/8th grade girls. // Camp – Lilli Flannerery will host. Date to be announced. //Softball update: none. //Social Media: Need to double check children approved/unapproved for posting in social media before posting. //Fundraiser: Florence Y’alls: waiting to hear back on date; Festival basket for SJB festival. // **How has this group Impacted the STJB Vision (Bring People – Body, Mind and Soul – to Christ?) this Month:** Soccer sign ups have been successful this time crossing all grade

levels within the school as well as bringing in a significant number of parishioners. This keeps SJB church in minds of community.

Building and Grounds: There was a B&G Meeting and many SJB school, old church and grounds projects are being looked at including new steps to the Parish Office, school rest room partitions upgrade, playground ground upgrade, Parish Office porch repair, as well as upgrades to old church air conditioning. P. Hebauf asked if replace or repair the outside concrete steps to cafeteria are being considered. M. Newton stated yes, many items are being looked at.

Festival: Begins June 21, 2024 and ends June 23, 2024

Social Action Committee: K. Nocks reported there will be a name change for Social Action. As part of the Beacons of Light progression, it will now be known as “Love in Action”. //The May Bountiful Hearts meal was hosted by the men’s CRHP. She reported a great participation from the group. There were 106 neighbors Served. //The garden has been planted. She thanked D. Lohman Greenhouse for donation of the seeds and plants and D. Losekamp for the tilling and prepping the garden for planting. //June 11th was the first summer delivery of groceries to the Feed the Children Program. They are serving 11 families and 36 children during the summer months. //SVdP: They received a \$5,000 grant, “Connect & Empower”, to spend on needs for the local SVdP SJB pantry. //K. Nocks also states there is a large demand for furniture in the past weeks. She also stated the local pantry continues to assist our neighbors with groceries and funds to pay bills.

Old Business: PPC will not meet in July, therefore, we will not have a PPC Meet and Greet in July. However, it will resume the first weekend in August. // Questions brought up in May PPC Meeting concerned a larger covering over side drive so people would not get wet during rain/snow when entering church. M. Newton stated there are plans changes to entrance to church in Phase II of the new church. However, we must wait until we have the funds. //D. Heuser then asked for volunteers for the August PPC Meet and Greet (8-3/4). 8-3: 4 pm Mass: H. Meninger; T. Meyer. 8-4: 8:30 am Mass: M. White (?); D. Haller; 8-4: 11:15 am Mass: L. Egbert (?); R. Rybolt (?).

New Business: D. Heuser announced tonight is D. Lohman’s last PPC Meeting. S. Ruthven gave a small farewell presentation. D. Lohman has been on PPC since Father Jeff Kemper first came to SJB. He has served many years and has aided SJB during the building of the new church by serving on the Building Committee as well as PPC. D. Lohman was most helpful during the design of the parking lot areas with the proper echo needs in today’s world. We will miss him serving on the PPC. //D. Heuser then announced the three new PPC Members for the next four years: S. Ruthven; D. Heuser and R. Roll. Their first meeting will be Tuesday, August 20, 2024; at 7 pm in the Conference Room at the new church. //P. Hebauf asked if SJB is sponsoring a table at the Reach Out Pregnancy Dinner this year. Father Ruwe stated we have in the past; however, we have not received an invitation yet. Apparently, there are many changes this year to the Reach Out Pregnancy Program.

Adjournment: Motion to adjourn: 1st D. Lohman; 2nd L. Montgomery

Prayer: Father Ruwe

Submitted by: S. Ruthven 6-18-24