

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

Meeting Date: February 21, 2023

Call to Order: 7 pm

Prayer: Father Paul Ruwe

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

Previous PPC Meeting Minutes: January Meeting Minutes have been approved and distributed. Motion to approve: K. Nocks; 2nd D. Heuser

Staff Report: Jonathan Schaefer Director of Religious Education – He began by expressing his outlook for making some changes for 2024. //He has been getting to know the teachers better and has more access to classrooms. //He says the Youth Ministry is going well and he has plans for this summer with a group from the Archdiocese (TOTUUS) which consists of younger members who will hold seminars and speak directly to the youth at SJB.// J. Shafer stated the PSR continues to grow as young people keep coming and he does not want to turn anyone away. // He says during Lent the youth will be doing Stations of the Cross every Friday. He took the HS Youth group to the Winter Jam at Heritage Bank Center. // He has been facilitating a study group with school teachers on Bishop Barron’s “The Mass”. //School students gather once a month to hold an Adoration service. //He hopes to hold take students to Steubenville Youth Conference in July. //The Youth are planning a babysitting volunteer night as a youth ministry fundraiser. //He’s also getting ready for the First Communion Mass and Pictures.

Pastor’s Report: Father Paul talked about this season of Lent and various activities the church will have such as, the Wednesday Soup Supper/Stations of the Cross. He talked a bit about how he, M. Johnson, T. Palmer and J. Schaefer are working on the details for Lenten penance services and schedules/logistics for Holy Week and Easter. //He stated January was a busy month. //He then talked about the Emergency Doors at the back of church and how they have not been marked as such, but now will have a sign. These doors are not to be used as a regular entrance or exit. Occasionally, the doors are opened for musicians to bring in instruments. However, beginning this Sunday, no one is allowed to just enter or leave by the Emergency doors. //He was pleased to report that SJB has reached 83% of the CMA goal. He stated that once SJB has gone over the goal the church receives back ½ of the overage from the Archdiocese. He will report our CMA status to the parish in next weekend’s bulletin column. //D. Lohman asked if the Archdiocese achieves its goal every year. M. Newton stated, yes, in recent years and was especially successful last year.

Business Manager Report: M. Newton had his handout of December financials. He talked about what a good December SJB had and that we had received ten large year-end donations. //H. Menninger asked how much is still owed on the church. M. Newton stated \$1.025 Million and that he will make another \$100,000 pre-payment soon. //As stated, December financials are reconciled. Church: December collections were significantly above budget, as Sunday funds overcame a shortfall in the Christmas collection. Other income was above budget due to favorable new church donations. December expenses were worse than budget due to high maintenance and utility costs. YTD revenue was better than budget which was driven by Sunday collections, new church donations and the festival. Expenses are favorable YTD driven by a favorable assessment, some wage savings and low festival expenses, among other positive factors. //School: December revenue was favorable due to the Ed Choice funds received in January, but budgeted in February, somewhat offset by EANS

receipt transferred to a net cost. December expenses were favorable due to EANS receipt moved from revenue. YTD revenue was also favorable, driven by tuition payments and the Ed Choice payment ahead of budget, both of which are timing. Expenses were below budget with some positive variances in the 2022 FY healthcare expense not yet paid, wages and the Luebbe Foundation expenditures. //Total Church, School, Cafeteria: Revenue and expenses were positive in December. YTD revenue and expenses were favorable, some real (new church payments, festival economics) and some timing (tuition and Ed Choice). //Statement of Financial Position: The December cash balance increased due to the monthly profit. //FY 23 financial forecast is completed. It will be positive to budget due to contributions, festival and a second Luebbe Foundation donation. //Church: SVdP Building legal document is now complete. D. Lohman asked if the new building will have water and sewage. M. Newton stated no, just power to building. //Building and Grounds: The old church heating change from Geo to furnace heating and air has been completed. M Newton stated SJB is moving away from the maintenance expense of GEO. M. Newton stated that T. Hoeffler, maintenance, is having some surgery and will be out for a period of time. SJB will look for some permanent part-time maintenance person to work 20 to 30 hours per week. The upkeep of two campuses is more than one person can handle. //School: Registration documents are complete. //Other: he has provided HR information to Beacons of Light Leadership. //Near Term Activities (Underway/Planned): Finance: January reconciliation, analysis of sources and uses of building/maintenance funds//Church: SVdP building construction planning; Lent post card; completion of new Welcome Packs. // Building & Grounds: Geil HVAC, creation of summer school maintenance schedule and responding to daily work orders. //School: Tracking 23/24 school registration; alternative fee payment platform implement (K12Payment Center). //Other: Athletic fields project; tracking change to traffic control. //K. Nocks asked how the traffic control study was going. M. Newton stated it still has another month to go. However; he has had “0” complaints about no police. He also stated the cost of having police there is expensive. //M. Newton stated he had heard some talk about the athletic fields causing the maintenance building to be moved. This is not going to happen. The flags in the field are just there for measurement. There is more behind the scenes work to be done before actual construction of fields begins. H. Menninger asked if the Reds Community Fund had been approached for monies for the fields. M. Newton stated yes, but they are moving away from funding these type projects. // **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: T. Palmer has been holding meetings on Wednesday nights for Robert Barron’s “The Mass” presentations. Many parishioners are viewing this at home; however; about ten are attending the meetings regularly. //During Lent, SJB will be using the Ascension Lenten Companion on Monday’s. There is also a weekly Wednesday night Soup Supper which will proceed the parish Stations of the Cross, Taizé Prayer and Penance service. //Names were submitted for the Rite of Election Service at the Cathedral for our OCIA candidates. The service will be on 2-26 at 3 pm. //She also assisted J. Schaefer with the Confirmation Mass on 1-25. //Near Term Activities (Underway/Planned): IT Security and school wireless design and quote; she has completed the plan for OCIA Lenten and Holy Week activities; Server Training/Pizza Party on 2-3; Parish Penance Service on 2-15 at 7 pm; Fat Sunday cookies/cupcakes at all masses weekend of 1-18-19; Ash Wednesday Mass preparation; Following our parish view of year-round OCIA, she will set up a new meeting schedule and team for new OCIA group that will begin in March. // **How has she impacted the STJB Vision this month: (Bring People – Mind, Body and Soul – To Christ)?** She states as Young Adults worked on the Study on the Mass, one asked about the Eucharist. She was able to share her own testimony on the beauty of the Eucharist. We have such a beautiful gift in that the creation gets to receive our creator in our hands or on our tongue at Mass.

Director of Religious Education: See report

Music Director: M. Johnson reported the transition from Christmas to Ordinary Time has gone well with the environment work that had to be done around funerals which seems to happen every year. The Poinsettias were taken by parishioners. The City of Harrison took our Christmas trees for mulch recycling. K. Thomas and D. Hansell had to Parish Life group transition the hymnal inserts. //Annual Confirmation Mass – He was grateful to our parish musicians, who gave their best to contribute to this beautiful worship service. The children sang for Saturday/Sunday 11:15 am Mass on 1-3-and 1-22. //Near Term Activities (Underway/Planned): Taizé Prayer 2-10; 2-11 Children sing at 4 pm Mass; Lenten Series Program scheduling with T. Palmer; Music selection for Lent/Holy Week (March/April) and personnel planning for Holy Week. **How has he impacted the STJB Vision this month: (Bring People – Mind, Body and Soul – to Christ)?** He reported that January was a busy month for the children’s choral program. After the two and a half year hiatus from the pandemic, he has been able to rebuild with hopes of more children joining. The children’s presence at weekend Masses is a reminder that all of us have something to offer in service to the parish. Our weekly rehearsals give time to preparing the songs for upcoming Masses but also devote time and energy to the fundamentals of music and good singing techniques. His hope is to have children who give of themselves to the church’s prayer and choir for many years.

Parish Life: No meeting or reports until March

School Principal: Nichole Herrmann reports The celebration of Catholic Schools Week went well. Registration for the 23/24 school year began 2-1-23. //The Open House was well attended by current families and a good number of new families (mostly Preschool and KDG). //She hosted a separate Preschool/KDG parent info night in January and about 40 families attended. // Becky Smith, school secretary, accepted a position at St. Xavier High School. N. Herrmann has received about 20 resumes for the position. After interviewing, Michele Thamann has been hired and will begin on 2-23. //The 8th graders received the Sacrament of Confirmation and she wants to thank all who made the night special for everyone. //Near Term Activities (Underway/Planned): Continue to work with Accreditation team to analyze school data to identify two goals (Academic and Catholic Identify). Once approved they will be worked on school wide for four years; Planning of the 2023/24 calendar; Planning staff Religious Inservice Day for 3-17. **How has she impacted the SJB vision this month: (Bring People – Body, Mind and Soul – to Christ)?** We have impacted the vision by welcoming new families into St. Johns to show them how our small school can make a big impact on their child’s life.

Athletic Association: The Open House had a good turnout. Younger families want to see what their kids are interested in before parents commit to signing up to help with any particular sport. //Open positions: GWAC, Softball, Girls’ volleyball, Uniform Coordinator – these will be sent to M. Newton for inclusion in Bulletin. //The gym floor is scheduled to be refinished June 5 to 12. The gym will be closed that week. // New Field update: Mid-March is the earliest for any details from the internal team. Stakes have been placed on the property to access the layout and grading measurements. J. Caudill has said he would be interested in helping with excavating. //Volleyball: Boy’s: one team 3rd/4th grade. //GWAC Update: Girls’ Basketball/Girls Volleyball: SJB voted to keep seasons as they are currently planned. //Basketball Update: Boys 8th grade and 6/7 grade will both be in tournaments. // Girls: Need new uniforms. Need to find someone to run the scoreboard for the home games. //Baseball Update: They are working on quotes for new uniforms and also filling spots to ensure teams. //Social Media: Facebook page is up, so pictures can be posted. Coaches need to check with parents before posting any photos. //Fundraiser: An event will be held on 5-28 at 1860 -- //1860 is giving Athletics a portion of the “Community Tap” sales for the month of May. //**How has this group impacted the STJB Vision: (Bring People – Body, Mind and Soul – to Christ)?** They participated in the STJB Open House sharing the sports programs available through St. John’s. This was with prospective families, as well as, current families who are not familiar with the programs.

Reports from Social Action: K. Nocks reported Hope’s Journey – Now open with 24- hour house manager and one resident. // Feed the Children: Spring break food delivery will be made in March. A special collection on

April 1/2 at all masses will be held and is the only income for this particular program. //Bountiful Hearts: SVdP will be providing the February Meal. Bountiful Hearts has made a \$1,500 donation to help fund the building of the new pantry. Approximately 80% of our neighbors who receive the meal also get groceries from the Pantry. Social Action is grateful that SVdP provides this ministry for our neighbors. D. Lohman asked if SJB is the same as other churches in the area with the attendance at Bountiful Hearts. K. Nocks stated yes, mainly because of the pantry. D. Lohman also asked if the people who get meals delivered to them can drive or not. K. Nocks stated they usually cannot drive; however, if they notice they have a car and are in better health, the group requests they drive next time. //SVdP: March 11/12 SVdP will team with Boy Scout Troup 408 at St. John's for the third annual Stuff the Tent event. This is the major form of Pantry donations for the year. //Currently, Social Action is in the process of forming fund raising activities for the building of the new pantry.

Building and Grounds: D. Lohman reported M. Newton's report had B&G updates. However, the new church did lose some shingles during the big wind, but they were replaced.

Old Business: Parish Member Concerns: D. Haller reported any concerns had already been addressed. There were also some questions about the timing of SJB's Phase II and Phase III building status. He then asked if PPC felt we should continue with the Parish Meet and Greets. All agreed to hold one first weekend in March: He asked for volunteers for 3-4/5: 4 pm D. Haller; K. Nocks; R. Humbert. 8:30 am M. White; D. Heuser. 11:15 am H. Menninger; D. Lohman. D. Haller said he would also remind L. Egbert about the Meet and Greet for March. //D. Haller then stated it would be PPC's responsibility to prepare eight crock pots of soup for the Soup/Supper and Stations of the Cross for Wednesday, March 8. He stated we need to be there early enough to help set up and tear down tables and chairs. S. Ruthven asked if most would try to put a crock pot cooking bag in their crock pot to aid in the clean-up. D. Haller asked for volunteers: K. Nocks; T. Meyer; M. White; D. Heuser; S. Ruthven; H. Menninger volunteered and D. Haller would check with M. Lienesch and L. Egbert to see if they would bring soup. // D. Haller then stated we would have no March PPC Meeting and that we should be aware of the Bountiful Hearts dinner we will be sponsoring April 22. He did not believe we will need any money donated. He and K. Nocks stated we would be good to keep the same food as last year. D. Haller will send out a e mail as a reminder since we will not have any meeting. They did ask for some to make cookies and place them in a zip lock bag for dessert.

New Business: No new Business

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

Prayer: Father Ruwe

Submitted by: S. Ruthven 2-21-23