

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

Meeting Date: May 17, 2023

Call to Order: 7:00 pm

Prayer: Father Paul Ruwe

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

Previous PPC Meeting Minutes: April Meeting Minutes have been approved and distributed. Motion to approve: D. Heuser; 2nd H. Menninger

Staff Report: Principal: N. Hermann talked about the school winding down toward the end of this year. She stated the school's 5th-7th grade Girls Soccer team had won state championship. They had all gone to the Ohio Statehouse to be recognized by Representative Cindy Abrams. //The school celebrated Grandparents' Day for the first time since 2019. They welcomed hundreds of grandparents for the Kdg – 8th grade students. // They celebrated Right to Read week and Yellow week which focuses on spreading kindness. // The school held an art show for the 5th – 8th grades. They are also partnering with the library and the Coffee Peddler during May to showcase the students' artwork. //The students have participated in a lot of enrichment activities this year: MapCaps, IS pace, Museum center, the Zoo, Kings Island, Washington D>C> and several other service projects. //The 2nd grade students received the sacrament of 1st Holy Communion. //Both of the first-grade teachers are retiring. Julie Post has taught at SJB for 44 years and Peggy Frey has been teaching at SJB for 42 years. There will be a Mass and celebration for them on 6-4-23 at the 11:15 am. N. Hermann has hired one teacher. //Near Term Activities (Underway/Planned): N. Herrmann is research and choosing a new curriculum and purchasing materials for the 2023/24 school year. //She is also planning and executing: Goodwill Games, Relay for Life, Kindergarten Ceremony, 8th Grade Awards dinner, 8th Grade Graduation, the last day of school is 6-1-23. **How has she impacted the SJB Vision this month: Bring People – Body, Mind and Soul – to Christ)?** She believes she has impacted the vision by living life as Jesus did in showing others kindness throughout families, school and community during the Yellow week. Many acts of kindness were shown by staff and students. They completed acts of service for people near and far.

Pastor's Report: Father Paul stated the Mass on 6-24, will be held at 3 pm instead of the usual 4 pm in order to allow festival volunteers to attend and be ready for the festival's Saturday opening at 5 pm. //He stated the next several weeks he will be working on the Family of Parishes Beacons of Light Report for SJB to the Archdiocese. This will focus on SJB hopes and plans for the next year with an emphasis on staff and leadership during the 2023/24 year. //L. Egbert and M. Lienesch asked similar questions about SJB. Their questions centered on SJB growing and would SJB ever have to be included in another parish. Father explained that this is not the current plan; however, depending on priests' availability and other unforeseen circumstances, throughout the Archdiocese, there is always a possibility that things could change. He stated being our own parish family, his report does not look similar to many other family's reports. SJB being its own family has allowed him to focus on his being our new pastor and growing in experience with the parish staff. He also stated he is looking forward to his vacation coming in early June.

Business Manager Report: M. Newton had his handout for March financials and then gave a summary of the new budget for 2024. //March financials: Church: Collections were above budget, driven by three large contributions. Other income was above budget due to new church donations. // March expenses were close to budget with no sizeable variances. //YTD revenue was 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 and above budget supply costs overcoming favorable wages. //School: March revenue was favorable due to Ed Choice funds received in March, but budgeted in February. //March expenses were unfavorable due to the timing of the Luebbe expenditures vs the budget, the use of Lotto funds to pay for the new boiler, and the payment of the Butler County bill that was budgeted in February. //YTD Revenue was also favorable, driven by Ed Choice being greater than budget and tuition payments ahead of budget. //Expenses were right at budget, with a positive variance of the healthcare expense not yet paid which is offset by the timing of the Luebbe expenses. //Total Church, School, Cafeteria: March revenue was positive which more than offset by the unfavorable expenses, both variances are mostly timing. //YTD revenue and expenses were favorable, some being real (Luebbe, new church payments, Festival economics) and some timing (tuition). //Statement of Financial Position: The March cash balance decreased due to the March loss. //Preliminary 2023/24 budget was presented to Finance Committee and was reviewed by PPC at this meeting. //Church: Super Raffle plan has been finalized and mailings sent; Building and Grounds: summer maintenance schedule is complete (many activities); part-time maintenance person was hired; T. Hoeffler has returned. M. Newton wanted to thank T. Losekamp for his assistance during T. Hoeffler's absence. //School: Erate funding is approved for school for WIFI replacement. //Other: City of Harrison approved the elimination of traffic control requirement. SJB will determine when it needs traffic control for Masses. //L. Egbert asked about the church loan rate of interest. M. Newton stated it is 5%. H. Menninger asked if SJB continues to have good collections, would SJB make another loan prepayment. M. Newton stated if everything stays the same through December of 2023, a decision would be made as to making another loan prepayment. It was asked how many loan prepayments have been made and he stated three. D. Haller asked if the collections increase was due to more people or more volume of dollars. M. Newton stated he has not done a study on this. However, he believes it is because we are getting more people. There was a side discussion concerning the Archdiocese making any study of schools and how students attending Catholic schools compare to later years attendance at Catholic churches. Father stated there have been such studies, but they are old and do not reflect current church attendance. There was also some discussion concerning the marketing of SJB school to the greater Harrison community. M. Newton stated N. Herrmann has been working with a marketing expert from Archdiocese and some activities have been followed. //Near Term Activities (Underway/Planned): Finance: April reconciliation, delinquent tuition accounts, FY 2024 budget allocation by month. //Church: Festival planning: (M. Newton talked about sales of the Raffle tickets and if all goes well, the drawing will be held on 6-25-23. If sales are not going that well, the drawing will be on 9-6-23); SVdP building construction; Meyer Vogelpohl replacement for religious products. //Building and Grounds: Beginning summer maintenance projects. //School: Financial aid decisions; teacher and principal contracts; alternative fee payment platform (K12Payment Center). //Other: Athletic fields project; Beacons of Light Pathway Lead activities. // **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 retreat was a success. Three former OCIA members shared their witness as part of the OCIA retreat. //Holy Week and Easter Sunday went well. The Easter Vigil had two people come into Full Communion with the Catholic Church and three others completed their Sacraments of Initiation. Sunday masses both had more than 900 attendees; however, we did not need the overflow rooms. She wanted to thank all the volunteers who made this year a success. //She worked with Nextstep on the plan for deployment of Microsoft 365/Azure to all the school staff laptops and PC's. This is the first step toward elimination of the school server. The deployment will begin on 5-8/9. All school laptops should be complete by end of school year. //Setup and replacement for Sacristan's schedule for Sylvia's vacation at end of June and beginning of July is complete. Ruth Walter, Marianne Lienesch and Bob Beetz will be covering the weekday and Sunday 8:30 am masses in her absence. //She trained Ray Barth as backup Sunday Mass Coordinator in April.

Backup coordinators allow the Mass Coordinators to take time off when needed. SJB now has backups at all three masses for Mass Coordinators and Sacristans. These positions are key as our mass numbers continue to grow. //Near Term Activities (Underway/Planned): She continues to work on the IT e mail and file backup rollout and elimination of the school server. //New EMHC training on 5-9; Young Adults are scheduled to participate in the “Walk for Life” 5-6; the next few months will be planning for the upcoming fall and winter activities. //How has she impacted the STJB Vision this month: (Bring People – Mind, Body and Soul – To Christ)? In April, she impacted the Vision through the OCIA retreat, the candidates grew to a deeper understanding of how Holy Week connects to the Sacraments they received at the Easter Vigil; Giving Jacob Schutte the role of MC for the Triduum Masses/service allowed him to grow in his service to the Lord.

Music Director: M. Johnson reported how working with Teresa and Father Paul was a good experience and allowed the flowing of Holy Week liturgies to be smooth. He thanked all the music ministers who gave of their time and talent for this celebration. He also thanked the liturgical environment team for transitioning to Easter and working with a smaller supply of plants due to low Easter flower collection. //First Communion 2023: Musicians included the children’s choir, piano, organ, flute, harp and bass. Some plants were replaced which allowed for great photo opportunities for parents with their children. //Choir festival: Seven choirs including SJB’s were involved. Each choir sang two to three pieces and ended the program with two combined pieces. A very good turnout of parishioners turned-out. He has received only positive feedback from music directors, singers and parishioners about the church, its acoustics and church space. //Near Term Activities (Underway/Planned): May 6 Day School May Crowning; May 12 Prayer in Spirit of Taizé; Choir break from Juen through August; 5-28 Pentecost (11:15 am Mass with brass and timpani; May 31 Day School 8th Grade Graduation. //How has he impacted the STJB Vision this month: (Bring People – Mind, Body and Soul – to Christ)? He reports Pope Francis has introduced the idea of the Church and individual believers fostering encounters with Christ for others. The special liturgies of Holy Week invite numerous opportunities to encounter Christ. Excellence in music, presiding, preaching all liturgical ministers allow these liturgies to unfold in a dignified manner and free worshipers from distractions. He feels blessed and honored to have been able to contribute to these well celebrated liturgies.

Athletic Association: Kim Lacinak is the new Girls’ Volleyball coordinator. //Lilli Flannery will help with soccer camp this year//New website AthleticsGWAC@stjb.net is now set up. //New field update: D. Losekamp provided field prep cost (leveling, excess dirt removal, grass). Meeting on 5-9 for field team to get final combined cost estimate. Goal to get to PPC in June with costing and fundraising. //Baseball update: Rain caused a lot of cancellations. Invoices are paid. // Soccer Update: Getting coach compliance finished. Coordinator will gather documents. Practice begins 7-31. // 7th and 8th grade golf outing dates needed. St. James to run CPR/AED certification training. //Volleyball update: Boys: finished season //GWAC Update: still looking for coordinator. // Basketball season close out meeting finished. //Fundraisers: Trivia night event on 5-28 at 1860 featuring Sports Trivia. 1860 is giving athletics a portion of the “Community tab” sales for the month of May. //How has this group impacted the STJB Vision: (Bring People – Body, Mind and Soul – to Christ)? Their focus continues to be on increasing participation in the Athletics Program where they can keep the youth physically and spiritually active.

Building and Grounds: See M. Newton’s.

Director of Religious Education: no report

Social Action Committee: no report

Parish Life Team: no report

Old Business: D. Haller asked for volunteers for Saturday/Sunday (6-3/4) for the meet and greet after all Masses: He stated he would get with M. Johnson for an announcement at all Masses. Volunteers: 4 pm: M. Lienesch; 8:30 am: M. White, D. Haller; 11:15 am: L. Egbert; D. Lohman. ///D. Haller stated the Bountiful Hearts luncheon was successful with more than 90 dinners served. He thanked all who volunteered. //The selection process for new PPC members is coming to an end for 2023. He called upon all PPC members to talk to friends and family to see if anyone is still interested in having their name put into the hat. He then gave out a schematic with the names and years of PPC members to help PPC get to the four-year terms.

New Business: D. Haller stated PPC has been asked to provide a basket for the basket booth for the festival. He and H. Menninger have been discussing ideas. If any PPC member has other ideas, please get with him or H. Menninger.

Adjournment: Motion: M. White; 2nd R. Humbert

Prayer: Father Ruwe

Submitted by: S. Ruthven 5-17-23