

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

Meeting Date: December 20, 2022

Call to Order: 6:50 pm

Prayer: Father Paul

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

Previous PPC Meeting Minutes: November Minutes have been read and distributed. Motion to approve minutes by: H. Menninger; 2nd by P. Reiter

PPC Meeting began early in order for us to have a small Christmas celebration which continued after the meeting.

Guest: Jim Davis – He expressed his thoughts about the Spanish Community and gave some background on his working with Father Shine for 2 pm Spanish Masses on Sunday. He thinks the Spanish Community needs to provide some feedback to SJB concerning the Spanish Mass. He had several suggestions on helping the Spanish Mass grow. Father Ruwe said he and the parish staff would take these thoughts into their on-going conversation.

Staff Report: Parish Pastoral Associate – Teresa Palmer: She began her presentation asking PPC if there were any questions, we had about her position or activities. She explained she was still in a kind of transition period; however, the job has many aspects people may not know she does. Father then stated she is instrumental in helping him with Catholic Annulments. He stated how her time and patience has been so helpful during the Annulment process to individuals. He stated she also handles many of the IT problems within the school and parish office along with all the other activities she is responsible for. Her report states the All-Saints masses and the All-Souls prayer service were well attended with the Noon Mass having the highest attendance followed by the 7 pm. //The Advent Parish Study began on 11-28 with 50 parishioners/teachers ordering the books for study. Most of the groups are meeting on Monday throughout Advent. She is also posting videos from the series on Facebook and the parish website. //The parish penance service was held on 11-30. Ten priests were available for the Sacrament of Reconciliation and the event was well attended. //Near Term Activities (Underway/Planned): IT Security and school wireless design and quote. // Recruit ministers for the Solemnity of the Immaculate Conception of the Blessed Mother on 12-8 and as well as all Christmas Masses. //She helped with the design of the parish Christmas card which went out to all registered parishioners. // coordinated the Mike Davis Advent Program on 12-16. // She coordinated the OCIA Order of Catholic Initiation Adults (formerly, RCIA) Rite of Welcome Service on 12 4 at the 11:15 am Mass. ***How has she impacted the SJB Vision this month? Bring People – Body, Mind and soul – to Christ:*** She helped by being there as a listening ear while assisting an individual with the submission of paperwork for the Formal Case to the Tribunal for Catholic Annulment. She continues to support OCIA (formerly RCIA) candidates on their journey of faith into the program.

Pastor's Report: Father Paul discussed the extra efforts Advent requires of his time and how important it has been that the Staff keep him informed of all activities. He stated he is appreciative of all the work the volunteers do and have done during Advent and Christmas. He will be taking a few days off after Christmas. D. Lohman asked him if he takes days off during the week. He stated he does by following Father Kemper who took Monday's off. He wished everyone a Merry and Happy Christmas.

Business Manager Report: M. Newton had his usual handout concerning Financial Summary for October. He stated October financials are reconciled. //Church: October collections were below budget. However, other income was above budget due to favorable new church donations. October expenses were worse than budget due to the payment of Stricker's Grove bill in October which had been budgeted in September. YTD revenue was better than budget driven by favorable collections, new church donations and the festival. Expenses were favorable YTD driven by low festival expenses and the timing of the interest accrual among other positive factors. //School: October revenue was favorable primarily due to Catholic Education Foundation aid greater than budget (which will be an offset to tuition). October expenses were unfavorable driven by two quarterly payments to Butler County, neither budgeted in October. YTD: revenue was favorable, driven by tuition payments ahead of budget. Expenses were favorable YTD driven by timing of Luebbe expenditures and the 12th month of 2021 FY healthcare accrued for but not yet paid. //Total Church, School, Cafeteria: Negative October expenses primarily offset by a small favorable revenue, with the negative expense variance primarily due to timing. YTD revenue and expenses favorable, some real (new church payments, festival economics), and some timing (tuition). //Statement of Financial Position: The October cash balance decreased due primarily to the net loss for the month and a reduction in accounts payable. // Super Raffle final sales were 490 tickets. // The Turkey Dinner was successful near sell out. We had great participation from parish and many volunteers. //A WeShare letter was sent to all SJB parishioners and some new people signed up. //Church: M. Newton got approval from City of Harrison for a test for no traffic control at the church. SJB will watch the traffic and see if we need traffic control. //Building & Grounds: Park Avenue Road construction is complete until late spring/early summer with final blacktop application. //School: Cafeteria equipment has been installed and working. //Near Term Activities (Underway/Planned) Finance: November reconciliation; 2023/24 tuition calculations, and final turkey dinner economics; Church: Advent postcard; Buildings & Grounds: Church lighting, old church heating, Geil HVAC, and responding to daily work orders; School: 23/24 School registration documents, alternative fee payment platform being implemented: K12 Payment Center; //Other: SVdP building agreement and Athletic fields project. //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: See above Staff Report

Director of Religious Education: Jonathan Schaefer held catechist meeting this month. //He also has High School Youth Group meeting on Sunday evenings. They had a Smores and Rosary night with a good turnout. //School masses are happening each week and he is training the lectors and servers every week. //He led some 8th grade students in praying the Rosary at the Rosary Rally for Vocations. //He invited and set up for the school's 5th-8th grade to have Father Dan the Vocations Director to school to talk with students. //Confirmation Preparation and PSR updates were e mailed to families by Flocknote. // Gathered school students together for a once-a-month opportunity to experience adoration in the chapel. //He continued to advertise youth events and pictures on Instagram, Facebook and website. //Had 1st Reconciliation Retreat/Practive night for 2nd grade students and parents. // Helped set up for First Reconciliation and prepare students for this sacrament of mercy. // Advertised and ran a Junior High Youth Ministry Night on 1-18. // Brought the 7th and 8th grade PSR students to Advent Penance Service. // He continues to make plans for the resto of the school year. //Near Term Activities(Underway): Confirmation Retreat in December; Confirmation Practice and Confirmation in January; High School Youth Ministry service event on 12-11 as we made Christmas Cards for Homebound; Plan and prepare for Confirmation Mass (Liturgy planning); Make plans for Bountiful Hearts with Youth Group in January and Winter Jam; Set up a PSR Mass on Sunday, 12-18 during the 11:15 am Mass. // **How has he impacted the SJB Vision this month (Bring People – Body, Mind and Soul – to Christ?)** Youth Ministry brings people closer to Christ through fellowship over food, learning more about our faith and offering time to pray together as a com-

munity. We grow closer to God, not alone, but with support from those around us (friendship and discipleship).

Music Director: M. Johnson reports the all-Souls Evening Prayer had a great team of ministers in all areas of liturgical ministry which went above and beyond to help the families of departed parishioners come together in prayer for their loved ones. 11-16 First Reconciliation – SJB was blessed to have ten priests as confessors. Music included piano, organ and flute with extended period of instrumental music during the individual confession time. //11-19 Christ the King had members of the Children’s Choral program enhance the Saturday Mass at 4 pm which gave an extra bit of celebration for the occasion. //11-20 Christ the King had the choir teamed with brass and percussion to help draw everyone to an official end of one liturgical year and prepare our hearts to begin anew. Mass included two young Latino parishioners celebrating First Communion. // The month ended with transitioning liturgical environment from the end of Ordinary time with more fall type plants to Advent. Several parishioners were grateful to be able to re-home some of the mums and crotons. //11-30 Advent Reconciliation Liturgy – we were pleased with ten priests who served as confessor for Reconciliation Liturgy panning quite the age range and included students in Junior-High PSR program. //Near Term Activities (Underway/Planned): Christmas Musician organization across our five English Masses and one Spanish Mass. // Preparation with Children’s Choir for day school students to sing for school Mass on 12-8. And the full choir to sing for the 3 pm Mass on Christmas Eve. //Preparation of Adult Choir for Advent liturgies and Christmas Midnight Mass. **How has he impacted the STJB Vision this month? (Bring People – Body, Mind and Soul – to Christ)?** M. Johnson wrote he found a quote from Pope Francis: “The problem is not in being sinners, the problem is when we don’t let ourselves be transformed in love by the encounter with Christ.” M. Johnson also stated November was a busy month musically and liturgically. All these liturgies presented the opportunity for an encounter with Christ. Through our efforts to provide quality prayer experiences in a hospitable setting, we set about for the goal of being facilitators for others to have the encounter with Christ that can allow for transformation through His perfect love.

Parish Life: P. Reiter reports they had ten at their meeting on 12-13. Lohman’s Garden and Feed Store presented Parish Life with a \$200 donation for their help at the Weber Pumpkin Festival. (Near Term Activities (Underway/Panned): ROMEO’s gathering will be -3-23; JULIET’s gathering will be 1-26-23; The Breakfast Club gathering will be 2-11-23. // The Christmas ornament fundraiser was successful. All 262 ornaments are sold. A thank you will be in the Bulletin. //The Parish Life group will host a Bountiful Hearts lunch summer of 2023. //Parish Life will send Christmas cards to the shut-in parishioners and those on the Eucharistic Homebound list. //A thank you card and gift will be given to J. Hollerman and A. Land for all their help to Parish Life Ministry during the year. //During winter months, the Parish Life Ministry meetings will not occur. Next meeting will be in April 2023. However; the ongoing monthly activities will continue, weather permitting. Any communication needed during that time will be done by e mail. **How has this group impacted the STJB Vision this month? (Bring People – Body, Mind and Soul – to Christ)?** The Parish Life Ministry purpose is to develop and host social activities for the gathering of SJB parishioners to grow together as God’s family, celebrating each other’s lives and to promote Christ’s love through outreach to the Community and the world.

School Principal: Nichole Herrmann Reports she attended the second Partners in Mission workshop on Marketing. //She applied for the second safety grant. // She received notification that SJB was not awarded the first safety grant – 2,000 schools applied and only 700 were awarded. //School collected coats and canned food items for SVdP. // The 2nd grade student received their 1st Reconciliation. // The Pregnancy Center West presented a chastity program “The Body Matters” to 5th through 8th Grades. //Near Term Activities (Underway/Planned: She continues to work with Accreditation team to analyze school data to identify two goals (Academic and Catholic Identity.). Once these goals go through the approval process (23-24) they will be worked on school wide for four years. //Planning of Open House, Preschool/KDG information sessions and Catholic Schools Week. **How has she impacted the SJB vision this month – (Bring People – Body, Mind and Soul – to Christ)?** We have impacted the vision by working as a school community to collect can food items and coats for those in need throughout the Harrison community.

Athletic Association: The Girl's State Soccer champions are asking if Athletics would pay for sweatshirts for them. They need to get a cost for consideration. // Unifor discussion as to what they can do to ensure the uniforms are returned. //There is still an open position: GWAC, Softball, Girl' volleyball. // A refund policy up date to bylaws after January meeting will be uploaded to both website and Sports Connect. //Volleyball Update: Help needed with registration. Basketball update: May need to buy basketballs//Baseball Update: Registration closed on 12/16. //Softball: Needs a Coordinator. // Social Media Update: Three goals are set: More children to play for their parish; More parents involvement in various capacities (coaching, team manager, etc.); Showcase Athletes via social platforms. They have set up some test accounts to see how it works and will coordinate with B. Smith and T. Palmer. // **How has this group impacted the STJB Vision (Bring People – Body, Mind and Soul – to Christ)?** STJB Athletics participated in the Harrison Community Christmas Parade on 12-3 with more than 40 STJB children and adults, this allowed SJB to showcase our athletes and faith-based program to the broader Harrison community.

Reports from Social Action: K. Nocks stated they delivered 48 home meals; there were 80 bags of groceries delivered to children during the school break. The Coat drive is finished and distribution was on 12-10. They delivered gifts to families who had names on the Sharing Tree.

Building and Grounds: D. Lohman stated they had their meeting and most of the discussion was around maintenance and the issues with the heating and air condition system at the church and Geil building.

Old Business: none except M. Newton stated the Archdiocese is meeting with the SVdP about new facility.

New Business: D. Haller thanked all for sharing snacks at our Christmas meeting.

Adjournment: Motion: D. Heuser; 2nd D. Lohman

Prayer: Father Ruwe

Submitted by: S. Ruthven 12-20-22