

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

Meeting Date: December 17, 2024

Call to Order: 7:01 pm

Prayer: Father Paul Ruwe

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

Previous PPC Meeting Minutes: November Meeting Minutes have been approved and distributed. Motion to approve: 1st D. Heuser; 2nd M. White

Staff Report: T. Palmer – Pastoral Minister. She began by stating all is going well with Christmas arrangements. She thanked all volunteers who helped with the All-Saints Masses. On 11-2- a remembrance of all who were buried through SJB from October 2023 through September 2024 was held at the 4 pm Mass. As for OCIA candidates two came into Full Communion with the Church and three Catholics completed their Sacraments of Initiation on 11-10 at the 8:30 am Mass. On 11-15 eight new servers began their training and will complete their training on 12-13. They will be helping with the Christmas Masses. The Glow volleyball held on 11-17 was successful. The Ladies Sodality helped organize the cookies for the Together Sunday. T. Palmer is hopeful many who came will continue to attend Mass throughout Advent and beyond. She stated 45 people are participating in the Advent Study using Ascension Press' "Rejoice: An Advent Pilgrimage into the Heart of Scripture". She helped design the parish Christmas card that was sent to all parishioners. The Giving Trees were set up for the weekend of 11-30/12-1. As for Technology, T. Palmer was active in removing M. Newton from all software packages except his personal. She completed converting principal to one device (laptop). She also completed provisioning of Music Directors' new laptop. She created an event on FB for the Turkey Dinner and Craft Show. As for her near-term activities, she is working on a Mass Ministry schedule for January 2025 through March 2025. She is also preparing for the Solemnity of the Immaculate Conception and Christmas Mass schedules, the Mike Davis concert; Parish Penance Service; as well as server training. She received a question from D. Haller concerning how much of the technical work she actually has to do. She explained there is an outside source who comes to the office and school who does most of the work and she assists them and finishes what does not get accomplished.

Pastor's Report: Father stated Advent is moving fast. The Mass schedules have been released and he stated that Father DiFolco has generously agreed to celebrate the 5:30 pm Christmas Vigil Mass on 12-24. //He then shared that Confirmation will be held on 1-14-25. The Archbishop will attend this celebration. Since the Archbishop is retiring in 2025, this will likely be his last visit to SJB as ordinary of the Archdiocese. // Father Ruwe then mentioned he is hoping to take some vacation time in February. // L. Egbert asked how the Archbishop is doing with his health. Father stated he is doing well overall with the usual side effects of chemo and Archbishop Schnurr is joined by his priests in hoping to have a happy healthy retirement. (Addition: The day following the meeting, Archbishop Schnurr shared with his priests that he had received a favorable report from his oncologist and will continue under quarterly observation). //M. White asked how the next Archbishop will be selected. Father explained it is a decision ultimately made by the Holy Father with import input from the Vatican's Congregation for Bishops, who oversee episcopal appointments for the universal Church, along with the Archdiocese's and the Archbishop's own input. They consider both local and outside candidates from the episcopacy and presbyterate. //After Father's presentation, D. Haller presented him with a gift card from PPC and wished him a Merry Christmas. Father accepted and thanked PPC for their work in the Parish.

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Business Manager Report: J. Siemer talked a bit about October financials. Then he proceeded to the financial summary. Church: October collections were below budget. Other Income was lower than budget. October expenses were more than budgeted. YTD revenue is slightly below planned. YTD expenses are favorable resulting in a surplus. //School: October revenue is above budget due to EdChoice payments budgeted for September and received in October. October expenses are over budget due primarily to a contractual service bill that was budgeted for September and paid in October. YTD revenue was favorable due to favorable wages and building project costs resulting from budgeted projects that were completed in FY 2024. //Total Church, School and Cafeteria: Favorable revenue was offset slightly by unfavorable expenses resulting in a favorable surplus variant. Most of the favorable revenue was a result of EdChoice receipts in October that were budgeted in September. //Statement of Financial Position: Cash on the balance sheet decreased due to a prepayment to the new church loan, offset by the total surplus, the PTC Walk-a-thon income and an increase in the value of the cemetery account investment. //Church October Attendance Count (reported to AOC) numbers were down by 7.5% from 2023. //P. Hebauf asked if there was a percentage or fee SJB pays for use of WeShare. J. Siemer stated there is, but it's not significant. Then the subject came up if SJB should look for another source that did not have a fee or percentage. J. Siemer stated that it is to SJB's advantage to have parishioners join WeShare for their contributions and most other services have a fee or percentage as well. //Building and Grounds: Completed installation of air conditioning units in old church. //School: Preparing for locker painting during the Christmas break. // Other Ground leveled, and grass seed planted on new baseball and soccer fields. //Near Term Activities (Underway/Planned): Finance: November reconciliation// Church: Getting a prototype pew kneeler support made and tested. // Buildings and Grounds: Rectory plumbing and painting work completion, building improvement projects funded by Luebbe donations. Repair of box gutter on parish offices. Painting exterior of parish offices. //School: Locker painting. Repair roof leak above music room. //How has he impacted the STJB Vision this month? (Bring People – Body, Mind and Soul – to Christ)? the continuous focus on maintaining financially stable parish through adequate collections, expense control, balance sheet management, and budgetary accuracy is key to successful financial management. Enhancing our infrastructure through effective use of donated funds is key.

Pastoral Minister: See Staff Report above.

Director of Music Ministry: Dr. P. Wickliffe reported the pianos and organ had some technical issues at the console. Both the organ and pianos have been serviced top prepare for the Christmas season. //Three guest vocalists from CCM will join SJB for Midnight Mass. C. Rolfes will continue to provide expert consultancy. //Correspondence with Reiner/Carson wedding party has been established for October 2025. //Completion of Christmas arrangements for brass ensemble, choir and organ are completed. // Completion of A&E décor, and panned Christmas décor will be about same as 2023. //Funeral was successful with a new cantor. //Successful Rite of Acceptance and Welcoming for Advent. //Immaculate Conception masses were successful. // SJB All-School and Parish Advent Reconciliation Services went well. // Successful Advent Athenaeum Vespers on 12-8 as well as First Fridays at St Catherine's. **Near Term Activities (Underway/Planned):** He has established contact with St. Pius to borrow back handbell set for the handbell choir in new year. //He has finalized musician and cantor schedule through New Year's Day 2025. //He continues planning and adjusting for schola, depending on attendance and networking. // Liturgy planning up to Divine Mercy Sunday (Easter 2C). // Possible collaboration with other choirs in the Archdiocese. //He has established communication with new cantor/schola member. //How has he impacted the STJB Vision this month: **Bring people – Body, Mind and Soul – to Christ:** Through good communication and going the extra mile, represents the call of Christ to serve God by serving his people. D. Haller asked about the piano and organ maintenance and if it is more complicated. M. White and Father Ruwe explained about the pipes and the petals on the organ and how they need more tuning and attention than the pianos.

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Principal: N. Herrmann reported Staff have received CPR and AED training. This is done every two years. //Parent/Teacher conferences were held in November. // Collected more than 1,000 items for SVdP. // Student performance of “Seussical” was successful. // Attended Principal and PACTS meetings. // **Near Term Activities underway/Planned):** She has begun planning an Open House and preparing for Catholic Schools Week. // Working on new classroom door signage. // Planning coat drive and Sister Rose Raffle. // First and third grade Christmas Story performances. // Winter MAP testing. // **How has she impacted the STJB Vision this Month: Bring People – Body, Mind and Soul – to Christ?** Through the student’s collection of items for SVdP and the planning of the SVdP coat drive she believes the STJB Vision was accomplished this month.

Director of Religious Education: J. Schaefer reported PSR is going smoothly with nine Catechists. He is still looking for more volunteers to help. //He practiced for school Masses with students and trained new lectors/servers. // Planned and ran the first Reconciliation Practice and Retreat Night for the second graders. // Helped organized First Reconciliation for the second-grade students. // Youth Group attended the Glow Night Volleyball and Corn Hall Event with Young Adults. // Attended CREA meeting in Archdiocese. //Completed PSR events and Youth Group events for the month. // Set-up Adoration time for school with parent volunteers to make certain someone is in the church at all adoration times. // Updating Youth FB and Instagram. // Organized and attended the NET Confirmation Retreat in November. // Organized and ran a Youth Group Babysitting Night fundraiser at the parish school. This is to raise money for the Steubenville Youth Conference this coming year. //Reserved spots for next summer’s Steubenville Youth Conference. // Started receiving coaching help with youth ministry from NET Ministries. //Collected canned foods for the SVdP from PSR families. **Near Term Activities (Underway/Planned):** Organizing and advertising for Youth Group Christmas Party; Planning and preparing for the school Mass schedule an helping volunteers; Planning the upcoming Confirmation in January; Planning PSR classes for the rest of this year; Planning upcoming youth group meetings; planning PS Advent Activity Day. **How has he impacted the STJB Vision this Month: Bring People – Body, Mind and Soul – to Christ?** Body, Mind and Soul -- leading the candidates to encounter a loving God on retreat that shows how to connect and engage their minds, bodies and souls to God in daily life.

Parish Life: J. Losekamp reports the Romeos and JULIETS luncheons/breakfast gatherings are ongoing.

Love in Action: K. Nocks reports Bountiful Hearts meal was provided by the 5th Grade students and their parents. A total of 109 neighbors were served. K. Nocks believes the energy of young people involved was felt by those helping serve the meal to guests. //The “Feed the children” ministry delivered groceries to 44 children on 12-17. These children do not have access to the free breakfast and lunch during school breaks. She stated this is the largest number of children SJB has served in the seven years this program has existed.

Saint Vincent DePaul: R. Roll was absent; however, K. Nocks reported the coat drive was very successful handing out more than 93 coats as compared to 57 in 2023. A big “thanks” goes out to Ms. Walter and her student volunteers for all they did. She also stated the school raised more than 1,000 items to stock the pantry. The sharing tree had the same number of participants as last year.

Building and Grounds: See J. Siemer’s Business Manager Report

Old Business: D. Haller stated there was no old business due to no PPC Meet and Greet. Next one will be in February.

New Business: No new business/**Adjourn:** Motion: 1st D. Heuser; 2nd R. Rybolt

Prayer: Father/**Submitted by:** S. Ruthven 12-17-24