

**Meeting Date:** November 17, 2020 (Zoom Meeting)

**Call to Order:** 7:08pm (Prayer: Father Jeff Kemper)

**PPC Members:** Don Kuntz; Sylvia Ruthven; Fred Fox; Nancy Gruber; Doreen Heuser (excused); Rose Humbert; Marianne Lienesch; Doug Lohman; Butch Muddiman; Bob Ostertag; Carrie Roesener; Pam Reiter

**Previous PPC Meeting Minutes:** September Zoom Meeting Minutes were approved and distributed in October (during pandemic). There was no October PPC Meeting.

**Guest:** D. Kuntz stated we will discuss Athletic Fields when the committee is ready with presentation.

**Pastor's Report:** Father Jeff discussed how well we have done with COVID restrictions and kept within the guidelines set by the Governor. We did have one wedding postponed until next year. People feel SJB is safer than other churches and have called Father to let him know. //The school has had two teachers with COVID and two children. He remarked how pleased he is that the teachers and children are working together and following all rules. //He talked a bit about SVDP and other groups helping the poor and needy. He is thankful the money has kept coming. //The Staff has held meetings concerning SJB's strengths and weaknesses and identified areas needing action. //Attendance has been very good -- averaging between 700 and 800 weekly including Saturday and Sunday Masses with around 500 attending. This year's count for attendance in October was about 46% of 2019 due to COVID. He stated other churches are in same range with some as low as 60% below. //Father and Eric have begun a weekly Radiate Christ fall/Advent series on Saturday's through 12-5-20. These are available in person and on the Parish web site. //As far as Christmas Masses, Father stated he wants as many people as possible to be able to attend while keeping everyone safe from COVID. After the survey the schedule of Masses are: Christmas EVE: 3 pm; 6 pm; 8:30 pm (Spanish) and 11pm. Christmas Day Masses are: 8:30 am and 11:15 am. There will be a tent placed in front of the church which holds about 100. It will have a big screen and Eucharistic Ministers to give Communion. Father stated safest way to gather is for each person to have a free ticket to enter church. Tickets are available on line or in the Bulletin. The deadline to apply for tickets is Sunday, December 6. Details will be on the Parish webpage or in the Bulletin. Those not having access to either Bulletin or Parish webpage need to call Jessica Hollerman for help. Father added a post card will be mailed to each parishioner with details also. B. Ostertag asked which Masses seem to have the most listed. Father stated the 3 pm is listed as the most attended right now. P. Reiter asked about cleaning of the church between Masses for Christmas. Father stated it is being handled by the regular cleaning crew. //Father is still wanting PPC and Staff to make personal phone calls to parishioners. //There will be a First Reconciliation on 11-18-20 at 7 pm. Father thanked T. Hoeffler, maintenance, for building screens to be used at this service. //P. Reiter asked if there was going to be a communal penance service. Father stated it will be on Wednesday, 12-2-20 at 7 pm. R. Humbert asked what times the Thanksgiving Masses will be. It will be announced that Masses will be at 7:30 am and 10am on Thanksgiving Day and no food or wine will be blessed. //Father is very pleased with Rosary Garden. It will be blessed 11-21 after 4 pm Mass. //B. Muddiman asked about Deacon Don and how his bout with COVID was going. Father stated he is coming along well. C. Roesener asked if extra parking has been planned for Christmas Masses. Father does not think it will be necessary because of the limitation of people attending.

**Business Manager:** M. Newton reported we are ¼ through the fiscal year. The September financials have been reconciled: Church: Collections are above budget 3.2% (after budget was adjusted earlier in year due to COVID.) If the budget was normal collections would be off by 12.3%. The chicken dinner added \$17.5K in revenue. //September expenses were worse than budget which was due to payment of last year's assessment in September versus July budget and chicken dinner expenses. //YTD expenses are favorable which is due to a single payroll in August with the catch up payroll in October. //School: Revenue above budget 36.2% due to timing of tuition payments and receipt of Catholic Education Foundation aid. September expenses are worse than budget due to timing and adjustments. However, YTD expenses are favorable due to the changing of payroll schedule. //Total Church, School and Cafeteria: September revenue favorable 28.1%. YTD revenue and expenses are both favorable, with most due to timing. //He stated the chicken drive thru dinner was a success with 1515 meals sold. An Archdiocese financial review occurred in October. They had some helpful feedback. More detail will come later. //The Super Raffle: Drawing will be recorded live on 11/23. //B&G: Handicapped parking expansion completed other than the lines. //M. Newton commented on how well T. Hoeffler has been doing. //School: The Before and After Program has started. Linda Hebauf was hired as the new Cafeteria Manager. //Near term Activities: Finance: October reconciliation; PPP Forgiveness process; B&G: complete lines for handicapped parking at new church; School: plan for a junior high school chair lift. New Church: Plans for Advent. Other: Completion of SJB strategy (off site meetings held in November) and preparing for Archdiocese Human Resource audit. N. Gruber asked if school attendance has remained stable. M. Newton stated there have one or two additions and no withdrawals.

**Music Director:** M. Johnson reported some choir members were exposed to a person who was exposed to COVID and even though they did not have to quarantine have voluntarily done so. Choir rehearsals have been shorter to limit time together as a group due to COVID. However, they use ½ hour on Sunday for a warm up. //M. Johnson has been working with plant arrangements in sanctuary to conceal hand sanitizer that are strategically place for Communion Ministers in case of contact with communicants. He is exploring what can be done for Advent/Christmas decorations with the limited space this year due to COVID restrictions. He is also working with staff to accommodate a larger amount of worshippers we typically see at Christmas. //Future activities: 11-1 All Saints 11:15am Mass with Choir and brass; 11-2 All Souls evening prayer with choir. There was some discussion on 2019 Christmas decorations and why no lights on the trees. Father explained it was due to live trees

and fire hazard. Plastic trees can have lights, live trees no lights according to fire department.

**Deacon Don Meyer Report:** Spanish Mass: Has been steady. They will celebrate Our Lady of Guadalupe on 12-12 at 12:30 pm instead of 2 pm. //Bountiful Hearts Meal was held 11-24. The Knights of Columbus hosted the meal. Megan Roell distributed the items collected through the John 4:19 Project. Diane Brockman estimates maybe need 120 meals in November. The November meal will be hosted by John Frerick and family and December meal will be hosted by Men's CRHP. //Feeding the Children: Food will be distributed at the Thanksgiving break on 11-24. // White privilege: Twenty-five parishioners participated in the virtual program 10-6 and 10-27. It was led by the Social Action Office of the Archdiocese. //Hope's Journey: D. Meyer reported a contract has been entered into to purchase the women's home that is closing. They are pursuing a mortgage loan and zoning approval to move forward. The hope is to open the new Men's Home by first of February 2021. //The Hoxworth Blood drive took place 10-22 from 12 to 6 pm. All times available were filled. //Dismas Journey: This program is sponsored by the Archdiocese to raise awareness of the struggles of those returning to society from prison or jail. Dominic Duren leads this program for SVDP and will make a presentation at the new church on 12-1 at 7 pm. //Stephen Ministry: This program is moving forward. There are three men and one woman receiving care. Leaders and ministers meet the first Thursday of every month. //El Salvador: Drive to collect funds to sponsor children in sister parishes is ending soon. There will not be a trip to El Salvador in February 2021 due to COVID. They are working with Crispaz to plan a virtual delegation.

**Principal:** N. Herrmann reported application was accepted for funds from the Corona Relief Funds.//This year's first lockdown and evaluation drill was completed with the assistance of Harrison Police and Fire Departments. There will be at least two more this year. // The Parent/Teachers conferences were held virtually and received feedback from parents they enjoyed it and it fit better with their schedules. // Several Archdiocesan and State reports were completed. // The students celebrated Red Ribbon Week for awareness of saying "no" to drugs. Students prayed the Rosary each day during month of October.// As of 11/17 SJB has had four COVID positive students and two positive staff members. SJB School continues to wear masks, wash hands and sanitize desks/common touch surfaces.// Future activities: Hire new school secretary; a walk-a-thon 11-6; SVDP food drive 11-9 thru 20; No School 11-25 thru 27; AOC Principal Meeting 11-10; Planning for Open House and Catholic Schools Week.

**Pastoral Minister:** E. Hollis has been busy with weekend Mass coordination. // He has facilitated and taught RCIA in person classes on Wednesday and Saturday. //He is also coordinating classes for Young Adult Ministry on Tuesday nights at the new church. // He continues posting and printing articles for adult Faith Formation. // He spent seven weeks working with iVote Catholic.org and the Archdiocese sharing with all that can be reached how we are called to live our faith in all aspects of our lives, which includes the way we apply the church's teaching to how we vote. // He and Father continue to record This Week in the Word to help parishioners prepare for the Sunday Liturgy.// He creates and distributes Flock note parish updates. //There were three funerals in October. // He has completed the final preparations for Radiate Christ being presented at end of fall and during Advent.

**Director of Religious Education:** T. Palmer reports the Parent/Student First Reconciliation Zoom meetings went well.// Fifty students will make their First Reconciliation on 11-18-20. // The High School Youth Group Fall Fest/Rosary Rally on 10-11-20 went well. // The Youth RCIA began on 10-4-20. Three children will receive sacraments at the Easter Vigil. Two are from the Hispanic Community and one is from our school. There are also two teens that will complete their meetings in December. One is Catholic and will finish initiation and the other will make profession of faith and receive Sacraments of the Eucharist and Confirmation. // On 10-31-20 a parish pilgrimage to Holy Cross Immaculata Parish to pray the steps for the nation was organized. // Homeschool PSR is doing well with parents and students.// Remote PSR continues for grades 3 thru 6. // We had 10 priests helping with the first reconciliation for 2<sup>nd</sup> grade students on 11-18-20.// T. Palmer also prepared the Thanksgiving Prayer service for school classrooms.

**Athletic Department:** Coaches are being asked if they are Red Cross First Aid certified and sharing information with other coaches. A document on Ohio law concussion training will be sent to all coaches. The Athletic Association is looking to update the logo. They will talk with Father Jeff and N. Herrmann. C. Roesener asked if they would keep her informed for the Spirit Ware.// Basketball: Boys teams are set. Not as many schools having tournaments this year.

**Festival:** Some contracts have been signed with bands with cancellation clauses.

**Parish Life:** P. Reiter reports Parish Life activities are still limited due to COVID restrictions. // The Juliet's hosted a drive thru at Monks Kitchen in September. They gave each of the ten ladies who stopped by a cupcake, as Monks coupon and an opportunity to say hello.

**Old Business:**

**New Business:** No PPC Meeting in December. It was proposed to meet in January

**Adjourn:** Motion to Adjourn: B.Muddiman; 2<sup>nd</sup> D. Lohman

**Prayer:** Fr. Jeff

**Submitted:** S. Ruthven 11-17-20