

St. John the Baptist Catholic Parish  
Pastoral Council Committee Meeting Minutes

**Meeting Date:** July 20, 2021

**Call to Order:** 7:01pm/**Prayer:** Father Jeff

**PPC Members:** Don Kuntz (excused); Bob Ostertag; Sylvia Ruthven; Dave Haller; Doreen Heuser; Rose Humbert; Kathy Nocks, Marianne Lienesch; Doug Lohman; Hank Menninger; Pam Reiter

**Previous PPC Meeting Minutes:** May Meeting Minutes were approved and have been distributed.

**Introduction and Election of new officers:** B. Ostertag presided in D. Kuntz absence. New members were introduced and a motion was made by D. Lohman to elect D. Kuntz as Chair; B. Ostertag as Vice Chair and S. Ruthven as Secretary. The motion was 2<sup>nd</sup> by P. Reiter. There was no opposition and the motion passed.

**Guest:** M. Hammerle came with some requests for the following: Wanted the Our Lady of Fatima Holy Hour (which used to be prayed every Wednesday after the 7:30 am Mass) to be resumed only on Tuesday after 7:30 am Mass. She also wanted to resume the Divine Mercy Sunday hour of prayer which is celebrated the Sunday after Easter; Exposition of the body of Christ; A special Rosary Display in the Gathering Space; and the American Flag displayed inside the Gathering Space. Father and PPC listened and told her some of these are already in place: The Divine Mercy Chaplet is prayed every day prior to Mass and we still celebrate the Divine Mercy on the Sunday after Easter at either 2 pm or 3 pm (the times are in the Bulletin). The Exposition of the body of Christ is done on the third Thursday during 24-hour adoration. The other items Father will take under consideration.

**Special Issues:** The Athletics Association made a presentation concerning the sports fields. They explained how practice and playing of games is done at Cement Mason's Local Training Center (formerly K of C). They went into detail concerning the poor conditions they are practicing and playing under. They also discussed how no improvements have been made. It costs money to rent this facility and the storage is virtually nonexistent and unsafe. The condition of the field is often unusable due to clay and poor drainage. They provided photos of areas that have not been fixed even though the Athletics Association pays to rent the facility. They provided photos of other facilities in the area. The Athletic Association is asking for permission to begin a feasibility study for a basic baseball/soccer field at this time to complete the study they have made of the situation. Father Kemper stated he will check with the Archdiocese to see if we can do the feasibility study, given that all construction is on hold during the first phase of Beacons of Light. The PPC will discuss this matter at another meeting.

**Pastor's Report:** Father Jeff discussed how he enjoyed his retreat/vacation. //He discussed the chicken dinner and the August two day festival, as well as the raffles. He is still heavily involved with Beacons of Light and will be over the next three years. He explained how guidance will be given to parishes as to what and how to implement the final decisions.

**Deacon D. Meyer:** There was no report from Deacon D. Meyer. H. Menninger asked who would be making these reports. Father Jeff believes Deacon D. Meyer will, but not in person. H. Menninger also discussed how well the benefit golf outing went.

**Business Manager Report:** M. Newton stated our collections have been good. He also talked about the steps for the font that have been purchased and will be tried to see how they work for Father and others. //M. Newton stated the chair lift for school will be working before school begins. D. Lohman asked if SJB was going to send a letter or state a “thank you” to the people who provided the grants, etc. for the elevator and the chair lift. Father stated there is something being prepared. There will be an article in the Bulletin too. //May financials have been reconciled. Church: May collections improved significantly above budget. YTD: collections are favorable. //YTD Other Income exceeds budget primarily due to the Fall Super Raffle (excluding the PPP loan forgiveness revenue). //May expenses are below budget due to timing of semi-annual new church interest payment (paid in April, budgeted in May). //YTD: Expenses are below budget, due primarily to below budget interest payments, health care and utilities. //School: May revenue is below budget due to PreK-8 tuition being short (but at budget for the year) and no Jon Peterson revenue. //YTD: school revenue is below budget due to a significant shortfall in Jon Peterson revenue offsetting state funds received in May that are budgeted in June. The majority of the shortfall in Jon Peterson will be made up in June. //May expenses are below budget. YTD: expenses are favorable due to lower than budget health insurance and wages. //Total Church, School, Cafeteria: May revenue short of budget while expenses are favorable. YTD: revenue and expenses are both favorable, with some of both being real (vs timing). June will be affected by the lack of a fiscal year 20/21 festival. //Statement of Financial Position: The May cash balance decreased from April due primarily to the net loss for the month. //Buildings & Grounds: There was a significant amount of flower bed work and other normal outside work. // School: nothing to report. // Church: Purchased font stairs (delivery expected late July/early August). //Other: Successful drive-thru chicken dinner (details will be later). //Near term Activities: Finance: Tuition past dues, June FYE reconciliation, 21/22 budget monthly allocation, contribution analysis, AOC financial review action items. // Buildings & Grounds: Outside work, responding to daily work orders, quarterly B & G meeting. // School: Stairlift installation, room cleaning, floor waxing and searching for convection oven for school kitchen. Church: IT security measures. //Other: Festival preparation. H Menninger requested a monthly financial summary be given to the PPC. Father and M. Newton will discuss this. H. Menninger also asked M. Newton if it is possible to pre-pay the church loan due to cash on hand. M. Newton will look into this.

**Pastoral Associate:** E. Hollis worked with scheduling, adjustment and coordination of Liturgical Ministers, Greeters and Ushers for Mass. He has increased the number of volunteers. //RCIA classes concluded for the year. //Young adult Ministry concluded its sessions. //E. Hollis continues to post and print articles for adult Faith Formation and for entire parish in Bulletin and on social media. //He prepares “this Week in the Word” as a weekly program with Father Jeff. //He creates special presentation and keeps members connected and updated. //He has been generating posting information on Facebook, twitter and Flocknote. //He continues to work with Homebound Ministry and they have more volunteers. He is communicating with Nursing Homes to return to a regular schedule in August. He, Father Jeff, S. Ruthven and others will begin Mass and Prayer/Communion Services at both Shawneesprings and Harrison Trails. //He videos sessions of This Week in the Word with Father Jeff. //He is working on the current Parish website and will research and rebuild with school. //He works on duties arising out of last Parish Leadership Team Meeting with revised goals.

**Music Director:** M. Johnson reports choir is on summer break. He was pleased at how well the music went for the Body and Blood of Christ. He is so grateful for the choir’s dedication despite an unconventional coral year. //June: celebration of the Bicentennial of the archdiocese of Cincinnati,

complete with new music and the addition of an oboe player, trumpet, percussion and flute. /June 25, Memorial Mass for Butch Muddiman. He is most grateful to many choir members and additional musicians from parish coming together to sing for the Mass. It was a beautiful celebration for everyone who knew him. //The cantor, Katie Minnelli, relocated to Columbus for a new job. M. Johnson wished her well and expressed how she will be missed. She was helpful with the Spanish Mass. //Future activities: 4th of July offered those who wished to remain after Mass on weekend to sing America the Beautiful and Father offered a prayer for America. //. He also welcomed Father Tom DiFolco for two Sundays in July while Father Kemper was away.

**Religious Education:** T. Palmer reported the “slugfest” for teens (grades 7 thru 12) was well received and was a huge success. She thanked all the adults who helped with the event: Father Jeff; Ruth Walters; Ron Wong; Lisa Loos and Carrie Roell. //She also assisted with the e-mail conversion in early June. There were some problems and the IP conversion has been pushed back to another date. //The PSR calendar is set for upcoming year. The start date for PSR is Sunday, 8-22. There will be in person classes for 1-8 grades. Also, remote classes are being offered for students in grades 7 & 8. The evenings will include fellowship and a deepening of their faith. //The high school group begins on 8-25 with the TOB series “YOU”. There are six youth signed up for the YOU program. The high school youth group will meet weekly on Sundays from 6:30 pm to 8:30 pm throughout the school year. //Future activities: Assist with IP conversion of the parish office; Set up Confirmation service projects for 2021/22; set up and attend two events for younger youth on 8-8. Fun in the sun will be held from 2pm to e:30 pm for grades K thru 3 and Water Olympics will be held from 3:30 pm to 5 pm for grades 4 thru 6. //She is in the process of ordering textbooks and supplies for the upcoming school and PSR year.

**Athletic Association:** See special presentation above

**Building and Grounds:** See M. Newton’s report.

**Parish Life:** P. Reiter reports they are losing three members. The group is running low on funds because of not being able to hold fund raising events during COVID. They are sponsoring the Bountiful Hearts meal in September. She was happy to report E. Hollis is planning on supporting the group and wants more events visible to entire parish.

**Old Business:** PPC Elections. D. Kuntz had B. Ostertag report on his ideas for future PPC elections. It was decided to discuss this at another meeting when D. Kuntz is available. //S. Ruthven asked Father about PPC retreat. He wants her to find dates when PPC is available to attend a half-day session and then we will decide.

**New Business:** Butch Muddiman has passed and he was a member of the PPC. Some discussion was held on whether to fill or not fill his position. By laws state if a person dies the PPC will go to next person voted on and ask them to fill remaining time. If no one is available, the PPC position will remain empty for remainder of time. Since only four people ran for four openings, no one is next in line. It was suggested F. Fox take Butch’s place since he was going to run. PPC will resume discussion at next PPC meeting.

**Adjournment:** Motion by D. Lohman; 2nd by D. Heuser/**Prayer:** Fr. Jeff/ **Submitted by:** S. Ruthven, Secretary 7-20-21