

Saint John the Baptist - Pastoral Leadership Council

Monthly Meeting Agenda / Minutes

Date:	Tuesday, March 23, 2021	Time:	8:05 pm
Chair:	Josh W	MAL:	Jim G
Vice Chair:	Jill M	Secretary:	Tom H

Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present
Mark Dittman		Larry		Maria		Pat	
Father Shovelain		Melanie		Heidi		Gary H.	
Father Magner		Mark H		Michelle		Marian B.	
Guest(s) & Purpose:							

Agenda:

5:30pm - 6:00pm Mass
6:00pm Dismissal
6:40pm or earlier Log into Zoom/Update Name and Commission Abbreviation before 6:45pm
6:45pm Announcements Father Paul
6:50pm – 8:00pm Commission Meetings
8:05pm - 9:00pm PLC Council Meeting

Call Meeting to Order – Josh

1. Opening Prayer – Fr. Shovelain
2. Opening Comments

Parish Outreach Commission – Heidi

- Minutes from last meeting were approved.
- 2 people going to join- 1 more needed.
- Food Shelf to reopen in April.
- 3 of the nursing homes we minister to still do not want ministers yet.
- 4 new people have been trained for home visits.
- Compassion Connect Clinic -June 19- need people to help volunteer for the event.
- POC will have blurb about themselves and what they do in upcoming bulletin and Befrienders in May.

School Advisory Commission – Michelle

Jim Joined us

- We hired an ed aid to assist Dr. Howard.
- We are increasing the grade level cap to 42.
- W2W are finalizing numbers. Should be able to complete projector project.
- 308 students in K-8 this year
- 320 K-8 estimated for 2021/22
- 6 leaving, 4 moving 1 going to public school, 1 did not say why they are leaving.
- 97.9% retention. 7 still pending.
- Holy Week retreat next week.
- Working on goals-many already met.

Saint John the Baptist - Pastoral Leadership Council

Monthly Meeting Agenda / Minutes

Worship Commission – Pat

- Recruiting a new member continues.
- Choir Concert 7pm in Church + Livestreamed this Thursday March 25th
- Corey Becker is working on a railing for the choir area. Pat +Lee met about it. It is taking a bit longer than expected. We have touchless Holy Water dispensers. Will put on sides by confessionals.
- Chapel Reconfiguration
 - Do we want a tabernacle in chapel?
 - Crack in floor needs fixing
 - Lighting needs to be updated.
 - Perpetual adoration will continue on Wednesdays from 9-5 after Lent.

Administrative Services Commission – Larry

- Remodel Chapel project.
 - Need to epoxy fill the crack to match granite color.
 - Have an HVAC tech to look at duct connections to diffusers.
- Installing new lighting in West Parking Lot.
 - Parking lot repair needed.
- Re-do Kneeler in Church.
 - Will review which locations to start with.
- Convent repair list
 - Need to repair the chimney cap to be re-examined next spring.
 - Sidewalks and steps job to be re-examined next spring. Will meet with Don Neeck.
 - Need to fix stucco, window trim, and paint garage door.
- Camera Project.
- Update Controls in School and Church.
 - By next month, a scope of work will be presented for ACS review. Looks like Schools BAS may be able to be interfaced with.
- Issues for next spring
 - Redesign Planters by Door #1 – Status – After talking to Don Neeck, we decided to table the discussion and to involve the gardener's next spring.
 - Examine the Windows on the Roof.
 - Standing water in the JCare storage room in the school. No current water issues in this area.

Discipleship & Mission Commission – Melanie

Discipleship and Mission Commission
PLC Notes – March 23, 2021

Saint John the Baptist - Pastoral Leadership Council

Monthly Meeting Agenda / Minutes

- Wendy Stepanchak visited meeting – possible new member.
- 1 open spot in commission as of now with 2 more spots opening in June.
- Reach More small groups are finishing up Lenten series.
- Reach More celebration will be held in April for leaders and small group members

Please pray for RCIA catechumen and 5 candidates as they discern entering the church at Vigil.

-First Sacraments: all 33 2nd graders have received Reconciliation and now preparing for First Communion in May

- Morning of reflection for parish on May 8th with family counselor speaker
- Blessed is She hosting Revival event on June 10th and 11th

Confirmation retreat: attended by all but one student – held onsite this year.

-Youth 365 has raised \$15,000 so far. Extreme Faith Camp registration is filling up.

-Mikayla and NET will run Holy Week retreat next week for SJB school kids and Triduum Retreat for all youth and families during Triduum.

Family Formation will be held in person on April 7th – focus will be on Adoration.

Summer Vacation Bible School and Totus Tuus registration is now open.

Finance Commission – Gary/ Marian

- We continue to see favorable operating results. Through February, the first 8 months of the fiscal year, operating revenue continues to run above budget while expenses are below budget. As a result, we expect to finish the year with a comfortable surplus. Sunday giving remains strong. Through this past weekend, week 39, giving is up 6.6% over last year.
- We are doing some cash flow planning regarding capital projects – evaluating the cash reserves available versus likely capital spending. We are using information supplied by ASC and others in that evaluation.
- We are preparing the required forms to have last year's \$510,000 PPP loan forgiven. We are optimistic most of that loan will be forgiven.
- We are still working on the operating budget for next fiscal year. While this year's operating results look good, we have found it difficult to get next year's budget to balance. We are not there yet so more work needs to be done.
- We are losing 2 of our members at the end of this year so we will be looking to fill those spots.

Parish Development Commission – Mark H

I. Open Positions

- A. Janet Glaser was sitting in as a prospective new member. Janet shared her background and her interest in the commission meeting. At the end of the meeting, she expressed that she would like to join. All Commission members were in agreement that Janet would be an excellent addition.
- B. We have one member who will be leaving the Commission at the end of the year. That would leave three open positions. If Janet joins us, then we would have two openings.
- C. There was some discussion on ideas people had for other potential PDC members.

Saint John the Baptist - Pastoral Leadership Council

Monthly Meeting Agenda / Minutes

II. Development Associate Update

- A. The new Development Associate Mary May provided an update on her first few weeks in her position. She discussed getting to know the staff and establishing some priorities.
- B. Mary has started connecting with a few of the PDC members and plans to meet with remaining in the near future.
- C. Two handouts were reviewed: Ways to Give and The Legacy Society Brochure.

III. Stewardship Weekend

- A. Stewardship weekend will be on April 24th and 25th.
- B. PDC members to greet people at the Stewardship table.
- C. SJB promotional items will be given including hand sanitizer and pens.
- D. We will be looking to share good news of projects completed by generous and joyful givers.

IV. Outreach

- A. Discussion occurred about re-engaging dormant members. One possible target was to contact members who filled out Core Commitments in 2019 but not in 2020. We would like to understand what kept them from committing and how to re-engage them.

Parish Groups and Activities Commission – Maria

COVID-19 Mass Changes Discussion

- Not everyone social distances on their way up to receive communion.
- Social distancing in a line is pretty normal to everyone now.
- Members liked the idea of having sections that are more separated for those who are comfortable with more space- some sections with more social distancing and some with not as many pews blocked off.
- Just a reminder from whomever is saying Mass to social distance when coming up for Communion from other parties or family members.

Holy Week and Easter Masses

- Need ushers.
- Anticipating using overflow spaces

Groups

- Tom spoke with Jeannie Kratzer- Library Committee- on hold right now.
- Prime timers ARE active. They are doing a blood drive on April 8.
- Grandparent's Ministry is on hold
- Soup Suppers - any news on Steve Fiero's position?

Saint John the Baptist - Pastoral Leadership Council

Monthly Meeting Agenda / Minutes

- Marianne spoke with Quilters- they are planning to meet in April once they have all gotten their shots.
- Rita said to try reaching out to Mary Kohlhaas to see if she has any insight on the status of the African American Ministry

Fall Fest

- Had their first meeting to touch on basic items- planning full speed ahead with an in-person “as normal as possible” event.
- Still trying to determine if the auction will be in-person or virtual.

Parish Administrator’s Report – Mark

Giving is going well.

Hospitality Coordinator Position recently posted.

Discussions about Parish Life post pandemic- how do we welcome people back to church.

Pastor’s Report- Fr. Paul

We will use St Joseph’s Hall and the School Cafeteria for overflow seating on Easter if need be.

A Divine Mercy Holy Hour will take place on April 11 at 3pm.

Closing Meeting - Josh

1. Closing Comments
2. Closing Prayer – Fr. Magner
3. Adjourn
4. The next PLC Meeting is scheduled for Tuesday, April 20

Next Meeting Dates: April 20, May 18, June 8