

Meeting Minutes
Parish Pastoral Council (PPC)
Monday, April 21, 2025
Holy Family Conference Room

Members Present:

PPC: Fr. Stan Mader, Mark Vogel, Teresa Boll, Dale Willenbring, Kim Larson, Gary Golka, Lisa Siebert. **Absent:** Logan Haskins
Trustees: Tom Konrardy, Beth Whittaker
Business Administrator: Rhonda Eurich
Recorder: Jean Konrardy
Guest: Julie Loscheider, Faith Formation

Documents distributed for this meeting:

- PPC Meeting Minutes, March 17, 2025
- Quarterly Commission Summaries:
 - Elizabeth Hoffmann, Music Director/Parish Office Coordinator
 - Kirstin Bularzik, Youth Ministry/Faith Formation Coordinator
- Knights of Columbus Newsletter, April 2025
- St. Joseph Church Dashboard, March 2025

Call to order at 7:30 p.m.

Prayer Time

Next Sunday's Gospel was read and discussed. Prayer intentions were shared.

Approval of PPC Meeting Minutes

The previous March 17 PPC Meeting Minutes were reviewed and approved.

ACTION: Rhonda Eurich will forward a final copy of the minutes and attachments to Communications for website publication. Copies will be permanently kept in the parish files.

Faith Formation, Julie Loscheider

Julie was present to discuss a recent Synod Summit meeting she and Kirstin attended, which included a panel discussion on the archdiocese synod goal of developing parents as primary educators for their children. The takeaway: Start young.

Julie is looking for PPC input on implementing a program here. Initial thoughts are that families preparing for baptism may be the best focus at our parish. Developing a program, with a target start next fall, would mean putting in added time, along with the other plans already in place for next year's faith formation. Should they proceed? Concerns were discussed, such as parental willingness to put in time in addition to

baptismal preparations and may this discourage them to baptize their child here. Program structure was discussed – the number, length, and format of sessions. It was noted that the informal Pray-Vent-Laugh series for parents and children has been successful, with kids enjoying play time. The same format could be used for classes prior to baptism, with daycare available for other children in the family.

ACTION: PPC supports the initial development of a pre-baptism plan to address parents as primary educators for their children. Suggestion is to keep requirements low, with one session before baptism and one after. Integrate this new plan into the current baptism preparation program.

Follow up: Present a program draft to the PPC at a future date.

Quarterly Commission Summary Review/Comments:

The members reviewed the written quarterly summaries submitted by:

- Elizabeth Hoffmann, Music Director and Parish Office Coordinator
- Kirstin Bularzik, Youth Ministry and Faith Formation Coordinator

Parish Office: Elizabeth began the parish office position four months ago and all is going well.

Youth Ministry/Faith Formation: The members noted the success of the Steubenville retreat fundraising.

Technology and communication challenges continue. Bulletin formatting is immensely helpful for communicating parish happenings. However, not all parishioners are reading the bulletin or the online website.

ACTION: Faith Formation/Communications staff are asked to review the Faith Formation marketing plan.

Commission Liaison Reporting

Teresa Boll, Liaison for Faith Formation: Teresa helped Julie set up the new Lenten interactive room in the church basement.

ACTION: Father Stan stressed the importance of the members contacting their appointed liaison's monthly, before meetings. No formal report is needed, but verbal feedback.

Business Administration, Rhonda Eurich

Financial Dashboards: Rachel (Accounting) put together a new dashboard through March 2025. The report was reviewed and variations noted. The Offertory balance is greater this year than last year at this time, even though this year does not include Easter and last year includes Easter. Parish is on track with budget.

ACTION: PPC requests a school dashboard in the future.

School budget: Tom and Father shared info from the recent school board meeting. Fiscally the school is running in a deficit. The number of students is down compared to last year. Next year's budget is being worked on now. They are putting together plan A and plan B. Plan B is working off the assumption that the state will not be forwarding money in support of education. The number of students registered for fall is already 19 above the previous year at this time. Preschool is projected to be a profit center, even without the state money, according to current numbers registered.

Capital Improvement Program (CIP) Accounting: There is a group meeting on this topic in the morning. Their goal is to get a Capital Expenditure process in place for the 2025-26 budget.

Staff: The Personnel Handbook should be ready for roll out July 1. The archdiocese provides a policy template, with some policies mandatory, and others optional.

We have been using Paycor for payroll, which has been bought out by Paychex, which is the payroll company the archdiocese recommends. The company is having problems with vacation accruals getting wiped out. This is being resolved.

There is rental interest in the 29 Main Street commercial building (blue house). The cement foundation for the garage on that property goes in on Thursday.

The parish office space renovation at 32 First Street should be ready by June 1. Parishioners have offered their talent and services, which has contributed to the project coming in at a lower budget amount; approximately \$30,000 compared to an initial estimate of \$50,000.

2025/26 Budget: Initial draft will be ready in May, and the final draft in June.

Lenten Highlights, Fr. Stan

All the following Lenten activities went well:

- Parish Mission
- Small Groups
- Fish Fry's
- Easter Triduum
- School Gala

Renewing Structures. Fr. Stan

- Excerpts from the Vatican document, “Proposed Approach to Comprehensive Renewal of Structures,” will be forwarded to the PPC members for review.
Overview:
 - We need to be looking at parishes in a new light and envisioning what makes a successful parish in 2030.
 - Parishes need to look beyond the confines of the Church building and what they've traditionally done in the past and reach out to the community to bring Christ to others in an evangelizing way.
 - Rural parishes will be looked at differently than urban ones.
 - The document highlights reasons not to close parishes and explains how to cluster parishes.
 - This topic is regularly on the Presbyteral Council agenda. Currently they are in the data collection phase.
- Looking ahead to transitioning the SET team to an Evangelical Council. The idea needs to be developed. Father Stan asked members to consider how this might be structured.

ACTION: Members are to bring ideas for structuring a new Evangelical Council to the next PPC meeting.

Pastor Time, Fr. Stan

Old Updates:

- **Archdiocese Capital Campaign Status:** On hiatus for a week. Father Stan will meet with the archdiocese this week and is confident we will be over 1.2 million, or 80% of the goal. Campaign efforts will open to the entire parish sometime in May, with confidence we will meet our goal.
- **Facilities Options:** The 32 First Street (previous rectory) remodel is underway. The current vision is to keep the garage and build a community gathering space to the north of the garage in the future, possibly in 2-3 years. We will wait for capital campaign income to start coming in, and other campaign projects are completed, before proceeding with a building plan for 40-50 people to gather.

Ending Prayers: Repose of the soul of Pope Francis

Next PPC Meeting: Monday, May 19, 7:30 to 9:30 p.m., Holy Family Conference Room.