



**St. John the Baptist Catholic Church
Parish Pastoral Council (PPC) Meeting Minutes
Thursday, January 9th , 2020**

PPC Members Present Kevin Hartke, Bruce Batty, Gary Chafin, Bill Lewis, Judie McKitrick, Doug Slagel, Deacon Chuck Wright, Teri Iverson, Mary Chafin and Fr. Marc Sherlock.

Hospitality: Bruce Batty provided hospitality for the meeting.

Adult Faith Formation: Kevin Hartke presented the adult faith formation.

Kevin Hartke welcomed everyone and thanked them for attending, and the meeting was called to order at 7:15 pm.

PPC Minutes Doug Slagel made a motion to approve the minutes of the November 21, 2019 meeting; seconded by Bruce Batty. Motion carried.

Ministry Reports:

ECP: Susie Sexton reported that the teaching staff has been downsized to 10 teachers. 75 students are enrolled, down from 94 last year. Tuition costs have been raised by \$5 this year, to \$130 for 3 & 4 year olds, \$160 for 4 & 5 year olds and \$195 for pre-K. Open House is Sunday 1/12/2020 from 3:00 to 4:00, with registration starting Tuesday 1/14/2020 at 7:00. Susie stated that registration is overwhelming, with people waiting in the parking lot from 4:30 on. Fr. Marc stated that Susie and the ECP staff do a fine job with the program.

Communications Committee: Bill Lewis provided a timeline of activities for the committee (see attached). Bill has several pages of ideas from the Tipp City Library director. He will email so that they can be added to the minutes. The Facebook page has about 100 likes, and is growing. Fr. Marc said that several of the ideas mentioned are already being done. Jenny Wood is updating the Facebook page. A new staff liaison will be identified due to Kathy Herzog's departure. Facebook information will be added to the bulletin cover. Fr. Marc said the parish website has a listing/calendar of all the current activities. Jenny Wood was invited to weigh in on the changes to the ways the parish communicates to the members. Jenny Wood stated that the existence of the Facebook page needs to be broadcasted to the parish members. Things need to be added to the page on a regular basis. Any items to be added can be sent to Jenny Wood for addition to the page. Priorities are the Facebook page, then website, then Twitter and other media. Jenny said the website is way too busy and needs to be edited to remove past events. The website should be edited at least once per week by a designated person. The updates need to include pictures and short descriptions with more color and POP!! The information must be accurate, relevant and current.

Liaison Reports:

Finance Council: Jenny Swigart reported that Norm Shearer will be taking over the bookkeeper position upon Kathy Herzog's departure. Other duties will be allocated to a new office staff person who has yet to be hired. Jenny provided the minutes from the last Parish Finance Council meeting (see attached).

Evangelization and Catechesis Commission: see Deacon Chuck Wright's report

Worship Commission Report: Joyce Kister reported that the commission had no meeting scheduled until February 2020. The members have been busy in the last month with Advent and Christmas altar changes and activities.

Youth Representative Report: see Teri Iverson's report

D.E.C. Report: Deacon Chuck reported that PSR has reached the ½ way point. The pre-K class is gaining enrollment. We have one candidate enrolled in the RCIA program, Jan Koehl. The Parish Mission is scheduled for 3/15 through 3/17, 2020. Dr. Susan Gergan from the Athenaeum of Ohio will be the featured speaker. The Passport Process is nearing completion. The Passports will be collected soon and invitations will be sent out for the celebration dinner on Fat Tuesday. Invitations will only be sent to those parishioners who turned in the completed passports. Chuck spoke of the 3 year follow-up on Baptisms, hoping to reverse the trend and keep kids continuing their religious education. St. John the Baptist parish is above average on continuing education numbers.

Youth Ministry Report: Teri Iverson reported that the comedy theater idea fell through due to scheduling issues. There is another dinner theater being planned for November 2020. Another idea is a dinner trivia night. These events are multi-generational and will bring parishioners of all ages and interests together. Retreats are scheduled for the month of January 2020. Teri Iverson will add the Facebook link to her weekly email. Teri provided a handout detailing the minutes of the Youth Ministry Commission meeting that was held 1/08/2020 (see attached). Gary Chafin stated that the registration for the YNIA Mission Trip be included on the Facebook page.

Pastor's Report: Fr. Marc stated that he is grateful for the condolences expressed for the passing of his brother. Fr. Marc stated that Kathy Catrone will be leaving the council after 3 years and Gary Chafin will be leaving after 6 years. Kathy Herzog will be working with Norm Shearer to learn the various processes that the parish follows for financial accounting. Norm will be working part time in the bookkeeper role only. Ann Fallert retired last year, Fr. Marc is ready to hire someone to fill this spot who will also act as an administrative assistant, and he has a candidate in mind for this position. The candidate is moving to Tipp City and has experience with web and communication systems. The position will have varied hours (10-15). Fr. Marc was asked about the pay rate, and stated that it was undetermined at this time. Bruce stated that the position should be posted for interested parishioner to apply. Fr. Marc stated that it is difficult to find someone looking for a part time position. The person he has in mind has expressed an interest in working part time. Kevin Hartke asked if it should be a full time position instead of a part time position. Fr. Marc will develop a job description for the new position. It was also reported that the Parish Appreciation Dinner is scheduled for 2/07/2020 at 6:00pm.

Round Robin: Bruce Batty asked about performing a head count once per month for the next 6 months. PSR is held every Sunday, so the 10:30 Mass attendance is elevated. The archdiocese is trying to get a better feel for mass attendance. Kevin reminded council that Coffee and Donuts is hosted by the PPC on 2/02/2020. Kevin asked about the PPC sponsoring a parish wide breakfast, possible in March.

Ministry Reports for Next Meeting:

- Facility Administration – Mike Droesch
- Festival Committee – Jenny Wood/Mary Chafin

Doug Slagel will provide hospitality for the February 13, 2020 meeting. Gary Chafin will present Adult Faith Formation, and Dale Voisard will provide the Closing Prayer of Gratitude.

Fr. Marc closed the meeting with a Prayer of Gratitude.

The meeting adjourned at 8:53 pm.

Next Meeting: February 13, 2020

Respectfully Submitted:

_____/s/_____

Mary H. Chafin, Recording Secretary