

PASTORAL COUNCIL MEETING MINUTES

Meeting Location: St. Joseph Room

Date/Time: April 22, 2026 – 6:30 p.m.

Notes By: Sarah Navis

Attendees: Father Justin Lopina, Joe Herro, Alanna Wilgus, Tom Zimmerman, Jill Pitterle, Jeremy Blackwood, Larry Barbian, Rachel Blackwood, Carol Polivka, Jennifer Mendoza, Kevin Scott, Joel McCool and Bryanna VanVreede

Excused: Mike Smrz and Megan Harney.

Meeting started at 6:30 p.m. with an opening prayer led by Jeremy Blackwood.

The agenda was approved.

Committee Reports:

Home and School: Rachel Blackwood reported they are wrapping up for the end of the school year. High Interest Day is ready for next week. Home and School purchased a bounce house for future events. The decision was made to purchase the bounce house versus continually rent the bounce house.

School Committee: The School Committee elections are under way; all nominations are due by May 3. Jeremy Blackwood stated the school accreditation audit went well. Our Catholic identity and sense of community were two strong points. One area for continued improvement is academic excellence. The committee continues to work on the marketing strategy to bring in more students. Marketing communications have been updated to have the same look and feel in order to give more consistency to the documents going out.

Finance: No update for this month.

Stewardship: The Stewardship committee, through Joe Herro, presented their idea for Committee and Ministry Awareness. Each month one St. Joseph ministry will be featured in the bulletin with a small write up, they will staff the Welcome Center so parish members can meet representatives from that committee and lastly that committee will host Donut Sunday. The different committee representatives will take this proposal back to their respective groups for discussion.

Buildings and Grounds: Carol Polivka reported the following for Building and Grounds: They have completed the annual update to the five-year plan. The plan was presented to finance. The most critical needs were identified as:

- Repair of the 1995 section of the roof including the gym, activity center, and back hallway.
- Repair of the large garage roof.
- Mandatory boiler inspection due this summer
- Additional storage for teachers to eliminate need for storing materials in transom areas above lockers.

Finance approved moving forward with the roof project. As it is a larger scale project, a proxy was prepared to request approval from the archdiocese. The archdiocese approved the proxy. The goal is to get the project completed over the summer.

A new glass door was installed at the south entrance of the school. The new door is also ADA compliant. The committee is working with various groups to identify the primary parish needs related to the new tables and chairs that will be funded by a paddle raise at the auction. B&G will provide a final recommendation to be approved by Finance.

We continue to experience drainage issues in the courtyard. B&G is seeking to identify root causes and seek remedies.

Continuing Business

- A. Calvary Cemetery grave marker replacement:** Building and Ground will update Pastoral Council on the progress in May.

New Business

- A. Biergarten:** The Biergarten will be held on September 19th, 2026. The St. Joe's office reached out to ask who or which committee is willing to take the lead for the organization of the Biergarten. It was discussed and decided that one representative from each group, School Committee, Home and School, St. Joseph Athletics and Pastoral Council, will form a committee to lead the organization of this fund raiser. Jennifer Mendoza volunteered as the Pastoral Council representative.

- B. Pastoral Council elections:** Joe Herro inquired when we should seek to do the next Pastoral Council election. The Pastoral Council will need to replace 2 members. Father Justin suggested since the School Committee elections are happening now, the Pastoral Council elections should take place next. He will reach out to those who were interested last year and were not selected. Current member Joe Herro will be retiring from the committee after serving 4 years.

Pastor update: Father Justin updated the committee on the hiring for the new Director of Religious Education. The position has been filled, and the candidate will be introduced to the parish in May. The search for a Director of Music continues, 4 candidates are being reviewed.

- A. Next Pastoral Council meeting will be May 20, 2026 at 6:30 p.m.
- B. The meeting adjourned at 7:15 pm, closing prayer by Joe Herro.