

PASTORAL COUNCIL MEETING MINUTES

Meeting Location: St. Joseph Room

Date/Time: August 19, 2026 – 6:30 p.m.

Notes By: Sarah Navis

Attendees: Father Justin Lopina, Alanna Wilgus, Sarah Navis, Mike Smrz, Arleen Lemmon, Tom Zimmerman, Suzzanne Silman, Rachel Blackwood, Jeremy Blackwood, Paul Petrides, Kevin Scott, Mark Fredericks, Cathy Humphries, Jill Pitterle, Megan Harney, Bryanna VanVreede and Duane Filtz

Excused: Joel McCool, Jennifer Mendoza

Meeting started at 6:30 p.m. with an opening prayer by Alanna Wilgus.

The June minutes and the August agenda are approved.

New Pastoral Council members introduced themselves:

Alanna Wilgus - Chair

Arleen Lemmon - Trustee Secretary

Mark Fredericks and Cathy Humphries - Pastoral Council

Committee Reports:

Buildings and Grounds: Carol Polivka was unable to attend the meeting; she asked Tom Zimmerman to give her update to pastoral council. The 95-roof project is underway. The roof membrane has been installed. We have learned that the gas pipes have deteriorated beyond repair and will require replacement along with gas lines and valves. The roofing company and HVAC vendor are working together to resolve the issues. The project management plan is working well. Special thanks to Jerry Kohlmann and Mike Kucharski who are leading the SJS team and working directly with the vendors to resolve issues as they arise.

One of the rooftop units on the parish center has failed and will be replaced in September. The unit is responsible for heating the main floor of the parish center.

The boiler inspection takes place at the end of the month. The interior of the boiler will be opened to be cleaned and maintained during the process.

The tables and chairs from the auction paddle raise have been delivered. We ordered both round and long tables along with chairs to replace older chairs that were deteriorating.

We continue to investigate drainage issues in the courtyard causing leaks into the play closet, kitchen and boiler room. We are looking at both short- and long-term solutions. We will be installing new drains in the courtyard and are looking to address other issues that may be causing leaking in the boiler room.

Locker painting and repair have been taking place throughout the summer. The results are amazing! Special thanks to Steve Eisner who has led the project.

The transoms above the lockers have been cleared out, allowing more light into the hallways. Storage solutions for the items previously stored there are being evaluated with decisions to be made soon. The solutions will be paid for with money raised during last year's auction paddle raise.

Prayer and Worship: Suzzanne Silman reported the team worked on cleaning up and organizing the attic area in the sacristy.

Stewardship and Communications: Donut Sunday will be held once a month on Sunday after the 8 a.m. and 10:30 a.m. masses. A different ministry will be featured each month with an article in the bulletin and representatives stationed at the Welcome table after mass one weekend.

Home and School Association: Rachel Blackwood reported they are getting ready for the start of school. It is her last year as treasurer, the next treasurer has been identified, and they are working together to transition the duties.

School Committee: Jeremy Blackwood and Bryanna VanVreede update the council on the activities of the School Committee. All the hiring is done for the open positions in school, the first and sixth grade teacher and a new counselor are hired. The YMCA is holding the before and after school care. Band is also back for the students to participate in. A Strategic Planning committee has been formed. The main goal of the 9-member steering committee will be to collect data and analyze the findings by Christmas. This will help them to lay out the plan for the next 3-5 years for the school. The School Committee meetings are held on the 1st Thursday of each month and are open for all to attend and participate. Bryanna mentioned that they still need a Pastoral Council member to attend the meeting and be a liaison.

Athletics: Paul Petrides updated us with the date for the Golf outing, which is October 11th. Spirit wear sale was ongoing, ending August 20th. The volleyball season has begun. New balls, nets and uniforms were purchased for the volleyball program. He is currently working on updating the Athletics Handbook.

Parish Life: Mike Smrz reported Friday dates for Sheepshead are planned. They will be a sheepshead table at the Biergarten in September. More details to follow. Bingo and

Trivia night are being planned, stay tuned for the dates. All chefs put the date of the Soup and Chili cookoff on your calendar, January 30, 2027.

Continuing Business

- A. A motion to table the issue of the replacement for Fr. Holzhauer grave marker was put forward and approved by the council. No further action will be taken on this issue at this time.
- B. SWOT analysis of the policies, procedures and communication of the Parish. The notes from the June meeting were reviewed and more ideas were added to the list.

New Business

- A. Schedule for the next twelve months: Alanna had the Pastoral Council meeting schedule printed for council members to take.
- B. Fr. Justin addressed the Pastoral Council regarding opportunities they can help with. Some ideas include review and update of the Parish Handbook, assembly of new membership packets or other information packets. Mike Smrz asked him to bring other ideas to the September meeting for Pastoral Council to consider.
- C. New Council vice chair and School Committee liaison. Alanna asked the Pastoral Council members to consider becoming the vice chair for Pastoral Council. Also asked for a volunteer to be the liaison to the school committee. No members were chosen for either position at this meeting.

Review of Action items – Need to appoint a vice chair for pastoral council and a liaison to School Committee.

Miscellaneous

- A. Next Pastoral Council meeting will be September 16th, 2026
- B. The meeting adjourned at 7:55 p.m. with a Closing Prayer.