

PASTORAL COUNCIL MEETING MINUTES

Meeting Location: St. Joseph Room

Date/Time: September 16, 2026 – 6:30 p.m.

Notes By: Sarah Navis

Attendees: Father Justin Lopina, Alanna Wilgus, Sarah Navis, Joel McCool, Jennifer Mendoza, Arleen Lemmon, Tom Zimmerman, Suzanne Silman, Rachel Blackwood, Jeremy Blackwood, Larry Barbian, Mark Frederick, Cathy Humphries, Jill Pitterle, Bryanna VanVreede and Duane Filtz

Excused: Mike Smrz, Kevin Scott, and Megan Harney

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

The August minutes and September agenda are approved.

Committee Reports:

Buildings and Grounds: Carol Polivka reported the “95 roof” replacement project has been completed, and the gas pipe replacement issues have been resolved. The large garage roof is being replaced within the next two weeks. The project management plan is working well. Jerry Kohlmann and Mike Kucharski continue to do an outstanding job leading the effort.

One of the rooftop units on the parish center responsible for heating the main floor of the parish center has been replaced. Retiming and recalibrating all units will take place to improve performance. We are working with Butters to try to find a way to address condensation issues that have been causing leaks in the St. Joseph room.

The boiler inspection went well. Both boilers passed inspection and were cleaned and serviced. Boiler 2 is ready to be put into service. Boiler 1 will need to have work done to repair the seal on the door. When completed, it will be put into service. Only one boiler needs to be in service at a time so if heating is needed, we will bring Boiler 2 up and roll over to Boiler 1 when the work is complete.

Locker painting and repair is approximately 70% complete. The remainder will take place next summer. We will also be painting the primary grade cubbies and installing flooring into the base of the lockers. Special thanks to Steve Eisner who led the project, Rita Esselman who installed the new flooring in the bases, and the many volunteers who helped throughout the summer.

Four trees on the property were removed due to beetle blight damage in hopes of reducing the spread of the issue to other trees we have.

Faith Formation: Larry Barbian reported we need a 1st grade Catechist. For now, the 1st grade CCD students will be combined with the kindergarten class. They continue to move forward with the SPRED program. This program is open to all ages. There will be a SPRED mass held in November, this mass invites all SPRED participants from around the area to join us for mass at St. Joseph's.

Stewardship and Communications: Donut Sunday is this weekend, SVDP is the featured ministry hosting. The group is reviewing a 6-week appeal sent out by the archdiocese. They will work with Father regarding this appeal.

Home and School Association: Rachel Blackwood they are ready with the prizes for the Biergarten, which takes place on Saturday, September 19th.

School Committee: Jeremy Blackwood and Bryanna VanVreede update the council on the activities of the School Committee. The school is currently doing MAP testing and working on the new reading curriculum. The Strategic Plan survey is out for the Parish members, the families with children in school and the school staff. There will be a QR code in the bulletin on Sept. 19/20 or there are hardcopy surveys in Church or through the office. Due date to complete the survey is September 25th. Sarah Navis will be the liaison from the Pastoral Council to attend the monthly meetings.

Athletics: If you ordered Spirit wear, it is in the office. The Golf Outing is October 11th, please sign up.

Finance: Financial results for fiscal year July 2025-June 2026 are complete. The end-of-year results will be published in the bulletin by the end of this month.

Parish Life: No update.

Continuing Business

- A. SWOT analysis was tabled due to amount of new business and time constraints.
- B. Council vice chair and school committee liaison. Sarah Navis volunteered to be the liaison from Pastoral Council for the school committee. No decision was made regarding Pastoral Council vice chair.

New Business

- C. Fr. Justin brought ideas to the September meeting for Pastoral Council to consider. Three ideas were discussed in full.
 - a. Nametag Sunday/Welcome Sunday ideas: Wear nametags at church, when volunteering and when having events. Helps to make more meaningful connections when you can see the person's name. We'll start by having a nametag table at the Biergarten on Saturday.
 - b. "How we spend money" seminar: Father to prepare a procedure for how to collect, handle and store money. He will share draft with Pastoral Council for feedback.
 - c. Welcome Center FAQ sheet: this will be something we can use to educate ourselves so when you are volunteering at the Welcome center you have more answers at your fingertips. This is not another brochure to hand out but a helpful reference.

- B. 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.
- C. Mark Frederick and Jill Pitterle are investigating the idea presented last month regarding the photo Parish Directory. Some of the feedback from the council was regarding Archdiocese Safeguarding rules and making sure we abide by those rules. If this is to go forward, there is a need to establish a dedicated team of volunteers who do the work.

Review of Action items – Encourage everyone to fill out the Strategic Plan survey by September 25th.

Miscellaneous

- A. Next Pastoral Council meeting will be October 21st, 2026
- B. The meeting adjourned at 7:50 p.m. with a Closing Prayer.