

**St. Gabriel the Archangel Family of Parishes (SGFP)
Pastoral Council Meeting, September 16, 2026
Minutes**

1. Call to Order/Opening Prayer

Fr. Kyle Schnippel called the meeting to order at 7:02 PM and Don Crompton led the group in prayer. Fr. Kyle welcomed all present to the meeting of the SGFP Pastoral Council (PC), which includes all five churches within the St. Gabriel the Archangel Family of Parishes: Holy Cross (HC), Our Lady of the Rosary (OLR), St. Christopher (SC), St. John the Baptist (SJB), and St. Peter (SP).

2. Roll Call

Council Members Present: Fr. Kyle Schnippel (Pastor) Tabitha Bentz, SP Nancy Calvelage, SP Don Crompton, OLR Josh Doseck, SJB Hector Guevara, SJB Rick Jobe, OLR Chris Knief, SJB (Chair) Mike Maiberger, SJB Mark Mays, OLR John Underwood, SC Council Members Absent: Rory Dahlinghaus, SC Jon Duren, SC Geone Neria, SP Mary Beth Paget, HC Matt Ross, OLR	Council Recorder: Marsha Loges Staff Present: Cameron Haller, Chief Operating Officer (COO) Sam Ritze, Director of Stewardship Guests Present: Barbara Batty Bruce Batty John Kern Tami Kueterman Rosemary Leingang Abigail Seitz Joanne Tr <i>Note: Any other attendees did not sign in.</i>
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Old Business

3. Approval of Previous Minutes

The July 22, 2026 PC Meeting Minutes were approved as submitted, via previous email.

4. Commissions and Committees Structure Update

Sam Ritze provided an update regarding the ongoing efforts to identify and align all PC Commissions and Committees.

- a. Numerous committees and ministries currently exist at each church. Collaborating with key committee and ministry chairs, for each entity the mission and vision will be documented, a Staff Liaison will be assigned, and a PC member "learning partner" role will be specified. This is an iterative learning and documenting process, and ultimately the key information will be posted on the SGFP website.

- b. Associated with the identification of the various committees and ministries, John Underwood is continuing an effort to implement an SGFP Calendar which will be made available via the SGFP web site, newsletters, and emails.
- c. These efforts are intended to inform all parishioners – both current and new – at all five churches, of the many activities within the SGFP Family, and to encourage their participation. In consideration of elderly parishioners who do not utilize computers, the information will be made available via various communication methods and in printed format, as well.

5. Committee Reports

Fr. Kyle requested a report on the status of the various currently established PC Committees.

- a. Communication - Chair: Josh Doseck; Staff Liaison: Laura Joliat. While there are various communication mechanisms used throughout SGFP, there is a continuing need for more open communication. All communications should focus on providing an SGFP Family view vs. a local church view, as we all strive for forward-looking SGFP Family Unity.
- b. Worship - Chair: Vacant; Staff Liaison: Paula Kern. SC church renovations have proceeded well, and the revised Mass schedules have provided an opportunity for parishioners to worship at other churches and meet fellow SGFP parishioners. A search continues for a permanent music director at SP church, and plans are being made to provide consistent liturgical music at all SP weekend Masses. Choirs at all five churches are looking forward to providing inspirational music for the congregations for the upcoming liturgical seasons.
- c. Facilities - Chair: Hector Guevara; Staff Liaison: Dennis McGarry. Hector commended the Pastor Leadership Report summary of facilities projects as well as the COO email updates regarding capital improvement projects, which keep PC members informed of progress. The Facilities Committee is using a summary spreadsheet showing each planned project and is involved with facilities inventory and continued assessment of requirements to sustain -- but not necessarily improve -- existing facilities (i.e., age of buildings, equipment, parking lots, etc.). Involvement of parishioners from all five churches is especially important.
- d. Finance - currently on hold. Prior to the PC meeting, budget reports for all five churches, three schools, and childcare centers were provided via email to all PC members, for review. An annual financial report is currently being finalized and will be available in mid-October. All schools have been self-sufficient for the past five years. This school year has seen some loss of student enrollment at OLR due to the transfer of 7th and 8th grades to Chaminade Julianne High School – Middle School, and also because of perceived immigration concerns.
- e. Information Technology (IT) - Chair: John Underwood; Staff Liaison: Vacant. Work continues on improvement of communications mechanisms, development of an SGFP calendar, and analysis of SGFP network security.

New Business

6. Cyber Security for SGFP

Cameron Haller introduced the subject of cyber security for all networks currently supporting communications and computer systems for all of SGFP – its five churches, three elementary schools, childcare centers, and administrative offices.

- a. Cameron has been reviewing the archdiocese-defined criteria for three target levels of security – critical, preferred, and desirable. He is meeting with the three separate service providers currently under contract with SGFP, reviewing their ongoing service activities and current capabilities.
- b. John Underwood provided an overview of various vulnerabilities of utilizing multiple, “less-than-maximum-secured” systems/networks. He made the point that safeguarding our own personal security in our homes is very important, and it is also important to ensure the Information Technology (IT) security of all the personal and financial data and government-required data which is stored on SGFP networks. John also distinguished between capabilities of “Service Providers” and “Managed Service Providers” (MSP) who carry certified credentials attesting to their technological expertise in IT security and management.
- c. Three options for SGFP for improved protective security actions are:
 - 1) Do nothing and risk security breach.
 - 2) Hire an IT staff person to upgrade and oversee all SGFP network systems.
 - 3) Contract with an MSP to accomplish complete cyber network analysis, determine needs, and implement an upgraded communications/computer network, in order to ensure maximum security protection and back-up capabilities.
- d. Over the next several months, an ad hoc IT Team, made up of current in-house resources and parishioners with IT security experience, will be analyzing current SGFP systems. They will identify all wants and needs for a single, secure IT network. This analysis will lead to issuing to interested, certified managed service providers, a Request for Proposal (RFP) or Invitation for Bid. The scope of the effort will be to examine, recommend, and implement IT Security solutions for an SGFP communications and computer system/network. The IT Team will then evaluate the proposals/bids and recommend action. Potential costs are not yet known.

7. Leadership Report Discussion

Fr. Kyle presented his September Leadership Report. Principal topics addressed included: 1) Norm Shearer Retirement; 2) Capital Projects; 3) Faith Formation; 4) SP Music Director Position; 4) New School Year; 5) Financial Reports; and 6) Canonical Merger. *See the detailed Report at Attachment 1.* Brief further discussion of selected topics took place.

- a. The petition for SGFP Canonical Merger was submitted to the Archdiocese of Cincinnati in March 2026. Issues still have not been resolved by the archdiocese regarding geographical boundaries of the five churches, IRS Groupings, and maintaining tax-exempt status for the Family of Parishes. In the meantime, two separate sets of finance records are being maintained. A new Chart of Accounts has been developed, and a new single Employer Identification Number (EIN) will be established once the SGFP Merger is approved. Kelly Collier and her team are commended for their continued excellent and diligent work.
- b. Fr. Kyle will be away for two Courage, International events during October, and also will be on vacation.
- c. A Family Based Ministry, led by Elise Sas, Director of Evangelization, has been initiated. It will involve Sunday morning classroom sessions for parish families and their non-Catholic-school students.
- d. Nancy Calvelage provided updated corrective information about the PC Guidelines. A motion was made and seconded to approve those changes and was unanimously approved by all PC members present. In addition, she provided a list of updated information about current PC members and their terms of office.
- e. All PC members are encouraged to maintain awareness of the Synod 2027 information and activities as they evolve and also to participate in Synod sessions.

8. Family Unity

All attendees participated in an exercise focusing on their individual church and their personal views of their church community:

- what makes up the heart of their particular church community?
- what does the community do best?
- what are the significant worries; and?
- what can it not afford to lose?

The insights discussed will be considered in the formulation of the SGFP Strategic Plan, which will be introduced at the November PC meeting.

9. Parishioner Comments

No further parishioner comments were made.

10. Adjournment

Josh Doseck offered a prayer for continued spiritual guidance for the PC. The Meeting was adjourned at 8:53 PM. The next PC meeting currently is scheduled for **Wednesday, November 18, 2026, 7 PM**, at the St. Peter Ries Room.

Attachment:

September 2026 Leadership Report

v/r, -mjl- 😊