



CHURCH OF THE ANNUNCIATION

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Parish Pastoral Council (PPC) Meeting Minutes

January 6, 2026 – 6:30 – 7:30 p.m. Parish Hall

Call to Order: Marthann Schulte

Opening Prayer

Roll Call / Attendees:

Marthann Schulte, Deb Becker, Darlene Pumper, Mike Wallin, Christina Nelsen, Father Justus, Joe Pumper, Steve Zastara, Jennifer Malecha (Office Coordinator), and additional parishioners.

Not Present: Fr. Scott Carl

Reading and Approval of Minutes

- The minutes for **November 2025** were previously approved via email and distributed to all council members. No additional changes were noted.

Reports

Father Justus

- Christmas and Advent were a wonderful season of celebration. The church was beautifully decorated, and it was inspiring to see so many parishioners working together to make the season meaningful.
- The Archdiocese reached out to Father Justus to discuss pastoral leadership for the coming year. In response, Father Justus has expressed his desire to continue serving in his role, supporting the parish as it continues to grow and develop.
- Father expressed sincere gratitude to all committees and volunteers, with special thanks to Jennifer for her extraordinary dedication, hard work, and overtime.

Parish Office Coordinator

- Agreed-Upon Procedures (AUP) Audit: The audit generated several questions regarding existing manuals and policies. Over the coming year, as the parish continues to develop and grow, additional manuals and policies will be created.

Trustees

- Steve and Joe echoed the shared sentiment of the council, noting that the parish continues to develop and grow in a very positive direction, reflected in increased engagement, collaboration, and overall parish vitality.

Other Committees / Ministries

- **Altar and Rosary Society** meeting scheduled for Sunday, January 11.

- **Men's Club** is planning its January breakfast – watch the bulletin for details.
- **Faith Formation Update:**
 - The Faith Formation Christmas program was a great success. The children presented a meaningful and well-prepared program, and sincere appreciation was expressed for the dedication and efforts of the teachers and volunteers who made the event possible.
 - The accompanying potluck was very well attended and enjoyed by all, with an abundance of food and strong fellowship among parish families.
 - On January 25, Confirmation students will participate in a full-day formation experience that includes viewing *The Passion*, volunteering for bingo at Northfield Retirement community, touring the cathedral, and attending Mass.
 - On February 8, students in grades 6–8 will take an active role in the liturgy by assisting with Mass.
 - On March 15, a Faith Formation fundraiser will be held, supported by free-will donations to benefit the parish's faith formation program.
- **Young Adult Fellowship & Worship Night:**
 - Young Adult Fellowship and Worship Night was held, featuring games, social time, and fellowship, followed by participation in Mass. Eight young adults attended, and the evening was described as both enjoyable and faith-filled.
 - The next Young Adult gathering is scheduled for January 24 and will include prayer, fun games, and food. The event will begin at 5:00 PM and conclude at 6:45 PM, followed by Mass at 7:00 PM.
 - These events are typically planned for the last Saturday evening of each month to encourage consistent participation and ongoing community building among young adults.
- **Liturgical Committee Meeting:**
 - Scheduled for January 18 following Mass to plan for Lent.

Unfinished Business

- **Operations Manual:** The first draft was reviewed by the Finance Council and Parish Council. The Archdiocese will review the manual on January 8, after which it will be finalized for approval.
- **Membership Policy and Procedures:** The committee reviewed the revised policy and procedures, which were approved and signed. Letters have been finalized. At the next meeting, the parishioner list will be reviewed to determine recipients.
- Our operations, policies and procedures will also be posted on the parish website.
- **Parish Directory:** Heather Malecha and Darlene Pumper are coordinating the parish directory. Photo sessions are planned over two days from 2:00–8:00 PM, with tentative dates of May 5 and 6. Parishioners should watch for upcoming announcements.

New Business

- Motion was made, seconded and approved to request the Finance Council's approval to purchase a defibrillator for the parish.
- The council discussed the idea of creating note cards featuring images of the church's beautiful stained-glass windows, and other notable areas. These note cards could be offered for purchase, potentially as a fundraiser to support the parish festival. More to come!
- **January 25: Festival Kickoff.** The parish festival kickoff meeting will be held on January 25. This event is our largest fundraiser of the year and a cornerstone of parish life. Everyone is encouraged to come ready to share ideas for improvements from last year, introduce new and

creative ideas, and sign up to help in areas that match their interests. With strong participation and enthusiasm, we look forward to making this year's festival another outstanding success!

Announcements

- **Next Meetings:**
 - **March 3 at 6:00 PM**
 - **April 7 at 6:30 PM**

Closing Prayer

Adjournment: Motion made and seconded.

Respectfully submitted by: Christina Nelsen, PPC Secretary, 1/6/2026