Parish Pastoral Council Meeting Minutes
Jan 23rd, 2024

Opening Prayer

Silent Roll Call

· *Parish Council:* Byron Albers, Kate Hemmelgarn, Stacie Enneking, Emilie Winner, Ted Beckman, Fr. Ken Schnipke

· *Standing Commissions:* Major Bernhold, Kay Schmiesing, Gina Frick, Ed Jutte

· *Visitors:* None

Approval of Minutes

Stacie Enneking motioned to approve and Ted Beckman 2nd the motion to accept the November 2023 PPC meeting minutes.

Standing Commission Reports

Building & Maintenance (Brian Wolf—absent)

· Concrete sidewalks and steps will be getting replaced this spring/summer by Woehrmyer Concrete. I will be getting in touch with Woehrmyer to coordinate a schedule with church administration on when might be the best time. As you know, masses, weddings, funerals will all be affected by this project. While we can't control the funerals, I assume they have a list of weddings already on the books.

· We are in the process of reviewing 2 quotes for the restoration of the steps and limestone retaining walls in the front of church. This is the commissions top priority after the concrete work. It will be an expensive undertaking, but the longer we wait, the more expensive it will be to restore. This has been overlooked for quite some time and is in need of restoration.

· The lighting in the church is under contract. This should help the light levels in the church dramatically.

· Snow removal: We have hired Weigandt Landscape for this winter. We would like to thank Gehret Nursery for their years of service.

· Rich Larger and Greg Maltinsky continue to repair items around the campus. They are doing a great job at keeping the day to day items in check.

· As a commission we continue to look for items that are in need of repair or replacement. Rich and Greg do a nice job bringing items to the commission but there are multiple buildings and a lot of ground to cover so we invite suggestions from the parish council and the community. We look forward to a productive 2024.

Education Commission (Gina Frick)

Jacob Kleinhenz last day as Educational director was January 5th. Kim Whitford is now serving in that role as a temporary replacement thru the end of the school year. This is currently a temporary solution and will be evaluated Spring/Summer on what needs to be done to fill the position on a permanent basis.

Education K-12

- The 2nd Graders had their initiation mass for First Communion this past Sunday and are preparing for the sacrament in class.
- Confirmation is Feb. 4 and will be held at the 11 am mass.
    - There will be announcements encouraging parishioners to attend other masses to ensure there is room for everyone
- Practice and confession for students and their sponsors is next Wednesday January 31

Youth Ministry (Stacie Lamm)

- In December youth went Christmas Caroling which was a lot of fun and they were able to stop in both nursing homes and around 25 residents within Minster City Limits
- Advent Afternoon had over 90 kids in grades 1-3 and the kids enjoyed a day of fellowship and preparing for Christmas
- Christmas Pageant had around 80 kids participating for the Christmas Eve mass and practices were held to help the kids prepare for the Christmas Eve mass at their level
- Faith Fire and Daring Disciples have been going well and the kids have been giving good feedback on the program. Next Faith Fire youth night is this Wednesday
- The 2nd Grade Dragon Slayers Retreat on January 7 was a huge success and we have been receiving great feedback from the parents
- Youth Adoration was Jan. 17th and 7-12 Grade students worshiped God through praise and worship music. It was a beautiful night.

Other:

- Women's Christ Renews His Parish (CRHP) Retreat is this weekend Jan. 27 -28
- Men's Christ Renews His Parish (CRHP) Retreat is March 23-34. Please encourage men to sign up for this amazing opportunity.

Commission

- Have been in contact with our youth and education leaders to support them in any way necessary
- Beginning discussions on additional 1-2 new members for upcoming year
- Next meeting February 5

Cemetery Board (Ed Jutte)

Brian Kauffman joined for the first part of the meeting to present a proposal. He asked for land at St. Augustine to install an “Angel of Hope” statue and seating area. The Angel of Hope offers all who have lost infants and children a space to pray, mourn and reflect. An anonymous donor reached out to Brian to install the statue at Gethsemane Cemetery in St. Marys, and it was dedicated last fall. The same donor would like to install the same angel statue here at St. Augustine. He shared pictures of the 4’3’ tall bronze angel statue and the surrounding area that was installed in St. Marys as an example of what would be done for our cemetery. The donor will pay for the entire project. The only thing they are asking for is the land, ideally close to the infant and children section of the cemetery.

Jacque motioned for approval to allow Brian Kauffman to proceed with the project. Ed Jutte and Keith Pohl seconded the motion, and the board voice voted in unanimous approval. The next steps are to meet out at the cemetery on Wednesday, 1/24, at 4 PM to look at possible areas to place the statue. After a decision is made on available space, Brian will put together a design to share with the Cemetery Board and Parish Council.

After Brian left, the minutes of the November 8, 2023, SACB meeting were reviewed. The minutes were approved by voice vote following motions by Keith Pohl and Tracy Heitkamp.

FINANCIAL REPORT:
Jenni Meyer reviewed the December financial reports in Janice’s absence. As of December 31,2023, total current assets are $175,594.05. Cemetery dues collected totaled $4900.00. We received $5250.00 from lots and $2700.00 in donations. The financial reports were approved by voice vote following motions by Keith Pohl and Ed Jutte.

SUPERINTENDENT’S REPORT:
Mike shared there is a newer headstone/foundation that needs repair. While this is typically the family’s responsibility, Mike said that Jim Hinker acknowledged the foundation was not poured deep enough, so the board plans to fix it. The board discussed a couple of potential solutions. Mike is trying a new spray solution to remove decades of dirt from very old headstones. It can take 6 months to work, so he will report back later this year. Keith Pohl shared that Mike is going to need some new tools, shelving and lighting for the maintenance building, and he will likely need a new sump pump and generator. Mike will continue to run any day to day needs by Leslie Tyler, and he will work to put together a larger list of items that we can add to the budget. Mike also noted that we need a new American flag for the flagpole.

OLD BUSINESS:
Jacque Borchers reported that the tuck pointing and sealing on the Steinemann Chapel is complete.

NEW BUSINESS:
Leslie Tyler forwarded an email about some fine line cracking in 3 of the Steinemann Chapel windows, along with a quote from Window Creations for $5550.00 to repair and

restore the stained glass. Jacque will follow up to learn more about the next steps and timing, as this was not in our original budget. Ed Jutte also shared that there are 2 small areas of plaster that need repaired by the chapel altar. He spoke with Terry Thobe from Chickasaw. Terry can thin coat the plaster to repair it for $150, and it would then need painted after that. Terry will have to wait until spring to make the repairs.

The board received $2,500.00 from the Herkenhoff Trust to repair and straighten headstones. Jenni passed around a card and will mail a thank you to the Herkenhoff Trust to acknowledge the donation. The work will not be started until later this year, and then we will send a follow up letter with photos when the work has been completed. Jenni will also follow up with Leslie on a few of the other donations we received in December to see if thank you letters need to be sent to them.

Jenni shared a draft of the 2024 Master Schedule. January items include 1) noting any board members who will be leaving the board in 2024, and 2) reviewing the cemetery fee schedule. Board members leaving this year are Scott and Ed, both in July 2024. Jacque will reach out to Heath Hegemann in late spring about taking one of the open positions, and then we will likely need a bulletin announcement to advertise for the other open position.

The board agreed to wait to review and discuss the 2024 cemetery fee schedule until the March meeting, as we would like Scott's input. We will also discuss the columbarium niche and engraving fees then and add those to the fee schedule.

COLUMBARIUM:
Our 64-niche columbarium is finished and is in route to a warehouse in Vermont, where it will be held until we are ready for the installation. Jacque, Jenni, Mike and Scot Kitzmiller met with Nick Woehrmyer in early January at the maintenance building to show Nick the space we have for the concrete. We gave Nick the estimated elevation and slope document that Mike put together and showed him the initial layout for the columbarium placement we came up with. It was decided to wait for Nick to put together a quote until Scot Kitzmiller had the smaller footprint, revised design completed.

Scot Kitzmiller emailed over the revised, rectangle phased design on January 8th, and Jacque again went out to the cemetery to mark off the roughly 30' x 23' space. The board concurred the smaller footprint meets the needed parameters and still offers plenty of flexibility for future phases. Jenni will ask Scot to add dimensions to his drawing and ask him to confirm that the seating wall will be on the outside of the 30' x 23' concrete to allow a maximum amount of walking space around the columbarium. This revised design will be shared with Parish Council next week, and we will get revised quotes from both Woehrmyer and Kitzmiller for their portions of the project.

The inside of the building next to the columbarium is being painted, new lights are being added, and the bathroom is being repaired.

Mission Commission (Kay Schmiesing)

- Angel Tree program – very successful. 43 children, about 13 families.
- Also put gas and grocery cards in with the boxes
- Also dinner packages from Wagner's
- It's confidential; they pull up in the parking lot, they text their code letter/ number to the committee. Boxes are brought to their car. They do not get out or come into the building. No names are used.
- Due to Covid, the last couple of years, we mailed Christmas cards with a gift card to the parishioners over the age of 90 and shut-ins. We wanted to go back to the personal visits this year. Gift boxes were made with homemade goodies, FFA fruit, band candy and other items. Mission commission members brought them to their homes and visited with them. Approximately 29 parishioners visited .
- There's a group of ladies who sew baby blankets for Rustic Hope. Have made over a hundred blankets and many burp cloths.
- Matthew Kelley Eucharist book was for last year and have 250 new books to give out at Lent; the Jewish roots of the Eucharist. It's very related to Lent and a deeper reading, so better for this time of year. There's a new book from Matthew Kelley about a 33-day consecration to the Eucharist through Dynamic Catholic. It's about $15 per book for a parish. Perhaps a book for another year.

Finance Commission (Major Bernhold)

- 1.3 million on the balance sheet
- Rick Schwartz is signing off on all the checks
- Lighting looks great and is finished
- Speakers in rear of church is completed
- Waiting on windows in sacristy to be fixed
- Cemetery garage
- Snow removal company is under review for more clarity and stable pricing

PPC Committees

Vision Team (Steve Gruber)

- There will be a bulletin statement with an insert and talking points with a person at each mass to share the message – it will be the weekend of the 10th and 11th

Parish Ministry Committee (Stacie Enneking)

- Had discussed highlighting a ministry each week in the bulletin, like the Mission Commission did
- Could be seasonal (Soup & Stations with Lent coming up)

EAP/ASP Committee (Ted Beckman)

- Met in December with the Finance Committee

- They were positive, thanked us, and wanted us to proceed
- Felt there should be one other item added before proceeding with the quote
- Just received a new quote and it increased about $3000
- Looking at/asking about other security options in other church owned buildings

Elections (Kate Hemmelgarn)

- Looking for 1 new PPC member so the bulletin boards are up with nomination forms and will be in the bulletin this weekend. Looking for nominations by the 12th

Old Business

None

New Business

- Soup and Stations request PPC 2/16 5:30pm (1 reader 3 cross/candles)
  - 3/8, 3/15, 3/22 are also available if 2/16 does not work

Parish Council Email Address (Steve Gruber)

- There is a parish council email that is not checked very frequently. There was 1 email from a couple months ago that was missed (only 1 email in approx. 9-12 months). How do we get eyes on this email more consistently?
- There is a way to forward emails through Midnet Media; perhaps we should look into this so there is a singular point of contact rather than an individual on parish council. There are also emails for different groups.

Father Ken's Comments

- Encourages everyone to complete the index
- Looking at hiring a Director of Evangelization to help fill in a lot of gaps that fall back on staff or other folks; and this could help with the entire family of parishes
- There are many rich opportunities for this person

Next Meeting Date: 2/20/24, 7:00pm

Closing Prayer

Adjournment

Executive Session

Approval:_____

Chairperson, Byron Albers Date

_____

Secretary, Emilie Winner Date