**St. Augustine Parish Council**
**Meeting Minutes**

Parish Pastoral Council Meeting Minutes
May 23rd, 2023

**Opening Prayer**

**Silent Roll Call**

- *Parish Council:* Byron Albers, Kevin Meyer, Kate Hemmelgarn, Jeff Stammen, Stacie Enneking, Emilie Winner, Fr. Ken Schnipke
- *Standing Commissions:* Steve Eiting, Ed Jutte, Kay Schmiesing, Stacie Lamm
- *Visitors:* None

**Approval of Minutes**

Jeff Stammen motioned to approve and Stacie Enneking 2nd the motion to accept the April 2023 PPC meeting minutes.

**Standing Commission Reports**

Building & Maintenance (Brian Wolf – submitted via email)

- Wellman Brothers has started on the tuck-pointing. They have found an area in the soffits that will need to be addressed that wasn't on their original proposal. Brian will touch base with them. Rich, Leslie and Steve are also aware.
- Buehler Asphalt is scheduled to start at the cemetery in June.
- Trisco will be out to assess the front of church and provide a proposal with the scope of work needed.
- Nuwave contacted me early last week and said the quote for the security is forthcoming.
- Still waiting on the quote from Woehrmyer for the sidewalk concrete. With that we will have the quote for the ice melt of the ramp.

Education Commission (Gina Frick – submitted via email)

- Education K-12 (Jacob Klienhenz)

o The last K-8 school Mass of the year is tomorrow, 5/24. We will be having the 8th Grade students process into church with candles in commemorating their last student Mass
o The Baccalaureate Mass is 5/28 for the seniors and Byron Albers will be the guest speaker
o Totus Tuus is the last week of June and is full for the 1st - 6th grade day program and we still have openings for the 7th - 12th grade evening program
o We will be sending emails out to request volunteers for teaching, small group leaders and a welcoming team later this summer. Thank you to all our volunteers this year.
o We are implementing online registration on July 1st. Our goal is to move the registration window up next year and get registration completed before the end of the school year.

o We are also always looking for bus drivers. If you know anyone interested, please have them contact Cindy or Carol.

· Youth Ministry (Stacie Lamm)

o Catholic Heart Mission Trip is June 18th and we have 39 parishioners going. Father Mark will also be attending.

o 4 students will be going to the Steubenville Youth Conference at Franciscan University this summer with the Versailles and Marion Local group.

o PX Games is June 5th and is sold out.

o Youth Ministry is hosting a reading club this summer out of the Parish Center library.

· Commission (Gina Frick)

o Met on May 15th regarding Oktoberfest Rueben booth planning and discussed general timelines

o Next meeting on June 12th

Cemetery Board (Ed Jutte)

· Old Business

o Jacque reported that Weigandt completed the repairs of the south side chapel windows on April 27th. He will give the bill to Leslie Tyler for payment. Keith noted that he visited the chapel, and it is in need of cleaning because of the construction work. Ed said that Diane Jutte cleans the chapel regularly, so this should be taken care of the next time she is there.

· New Business

o Jacque shared that the contract for the columbarium is still in negotiations. Gary Condon from Nickol reached out to Jacque and requested an in-person meeting to discuss Nickol's concerns with some sections of the contract. On Friday, May 5th, Jacque, Keith, Jenni and Steve Eiting (Finance) met with Gary. Jacque walked the board through an email summary of several concerns Gary has with the archdiocese contract. These include the description of the work to be completed, starting and completion dates, clean-up verbiage that isn't relevant to the contract, the potential for the crane to damage the cemetery asphalt, and verbiage about the foundation inspection. The board concurred these seemed to be valid concerns. Gary indicated this is the first contract Nickol has executed with the Archdiocese, so this contract will likely be setting the precedent for future contracted work. The next step is for Jacque to request our Archdiocese attorney to reach out to Nickol's attorney for follow up and resolution on these items.

o The group also talked to Gary about non-contract columbarium questions. Gary said Nickol would guarantee our columbarium for 5 years and the seals for 15 years. The board has concerns about the 96-niche in overall weight/transport, assembly and wear and longevity of the columbarium's inner seals. Gary shared that the rectangular 64-niche is lighter, less expensive and comes fully assembled in one solid piece, which would address these issues. In addition, Nickol has installed several 64-niche columbariums locally and is more familiar with them.

o After a robust discussion, the board concurred it would make fiscal and logistical sense to change from an octagonal 96-niche unit to a rectangular 64-niche unit. While the board prefers the aesthetics of the 96-niche unit, we can make up for that with landscaping and possibly commissioning artistic panels to be added to the ends of the columbarium. Jacque will reach out to Nickol to obtain an updated proposal and costs for a 64-niche unit, and we will discuss more at our June meeting. Jenni will highlight the potential for columbarium changes when she sends out the draft meeting minutes in advance of the Tuesday, 5/16, Parish Council meeting.

Mission Commission (Kay Schmiesing)
- Last meeting was May 1st and the total membership is up to 112.
- The dates are set for the garage sale in July
- The Mission Commission is celebrating their 50th anniversary on Sunday September 10th at the 11am mass with a reception at the Wooden Shoe to follow
- Mission Commission will over food at pX Games
- New officers were elected and Connie Schaffer will serve as President

Finance Commission (Steve Eiting)
- Organ update

o Tenor side is now complete. Bass and Baritone sides are still in progress. About 200 pipes remain.
- Financials

o YTD financials are still very strong
o DOC conducted a financial review. Overall, it went very well with only a few follow-up items
o The windows on the north side of church are in need of some wood repairs
o A room in the Rectory Basement will be converted into a "Groom's Room"

**PPC Committees**

Parish Ministry Committee (Jeff Stammen)
- No meeting since last PPC meeting

EAP/ASP Committee (Steve Gruber)
- No meeting since last PPC meeting
- Next step is to draft a fire evacuation plan

Elections (Kate Hemmelgarn)
- No update

**Old Business**

Youth Ministry Space Update (Byron Albers/Stacie Lamm)
- Met with someone from the AOC and are awaiting a response.

· Next steps include another meeting and kicking off a "needs assessment" for the parish and an evaluation of all of the available space within the community.

**New Business**

Sound Issues in Church (Stacie Enneking/Byron Albers)

· Parish members have expressed that some areas of the church remain hard to hear
· We may need to reach out to a company to "tune" the speakers throughout church
· Fr. Ken mentioned that IC in Celina went through a similar process

Our Father (Stacie Enneking/Byron Albers)

· Parish members questioned what we're supposed to do with our hands during the "Our Father"
· There's really no standard, so it really comes down to personal/family preference

Unified Parish Council (Fr. Ken/Byron Albers)

· The AOC would like the family to create a Unified Parish Council
· Looking to get all family Parish Councils together June 15th at 7pm at Holy Redeemer

Vision Team Update

· Meeting on 5/24 to set dates for Vision Statement work, sub-committee on the 6 principles and Impact Statements
· The goal to complete the work is late 2023.

**Father Ken's Comments**

· Naming process for the family is under way and forms are in the bulletin. All are invited to input.
· There will be a letter in the bulletin this week about staffing to respond to the needs of the family. We looking to hire 2 Director-level positions for the NW8 to support Fr. Ken.
o Leslie Tyler will take over the NW8 Business Manager role and a part-time Parish Accountant will be posted for St. Augustine to backfill for Leslie.
o Chris Wibbenmeyer will transition into Communications Administrator and a part-time Youth Minister will be posted to backfill Chris at Marion
o Kathy Pape is retiring as the CRE at Holy Redeemer after 29 years
· Fr. Ken would like to initiate a Stewardship Commission across the family.

**Next Meeting Date:** 8/15/23, 7:00pm

**Closing Prayer**

**Adjournment**

**Executive Session**

· 2023-2024 PPC Officers:
o Chairperson: Byron Albers

- Vice-Chairperson: Stacie Enneking
- Secretary: Emilie Winner

**Approval:**

_____

Chairperson, Byron Albers Date

_____

Secretary, Emilie Winner Date