

**KR County Line Catholic Parishes
Pastoral Advisory Committee Minutes
Tuesday, August 12, 2025
Location: St. Mary of the Assumption**

Present: Fr Hugo, Mike Leshok, Susan Ludwig, Mary Kay Walsh, Larry Pileski, Jean Petersen, Linda DeBrabander, Donna Jaworski, Dianne Funk, Mark Niccolai, Gina Halter, Tom Czerniak, Lynn Johnsen, Jane Serdynski, Ellen Galvan, Cathy Jacobs, Glen Bordak, Jackie Fonk

Excused: NA

Not attending:, Vera Maalouf

Meeting called to order at: 7:00 pm

1. **Opening Prayer:** Jane Serdynski

2. **Approval of prior minutes:**

Motion made by Glen Bordak to approve the July 8, 2025 minutes; seconded by Gina Halter and motion carried.

Introduction of New Employee: Mike Leshok introduced Brian Shimon, KR Catholic Parishes' newly hired Pastoral Associate. Brian's first day on the job was Thursday 8/7/2025. Brian has prior work experience of 30 years working in education, 20 as a principle. Brian spoke to the council, discussing his professional experience and personal interests. Brian thanked the KR Catholic Parishes for the opportunity to serve as Pastoral Associate

3. **Parish Administrator/Pastor Report:** Fr Hugo

-Fr Hugo thanked the KR Catholic Parishes hiring committee given the successful hiring of Brian Shimon as Pastoral Associate and Sister Evangeline as Director of Faith Formation. Sister Evangeline will be starting soon after a medical recovery. Brian has already started work in his role and has agreed to assist with Faith Formation duties until Sister Evangeline begins. Fr Hugo is very excited to have new staff hired. He thanked Mike Leshok for working closely with him during the hiring process.

-RCIA: Seven candidates will begin in mid-September 2025. Brian Shimon will assist with RCIA.

-SMD's recent Pork Chop Dinner was very good and the event was well-organized. Fr Hugo enjoyed greeting and visiting with people at the event. Archbishop Jeffrey Grob came to the Pork Chop Dinner.

-A visiting priest from Unbound Ministry will be present to say Masses at SMD and SRB on 10/18 and 10/19/2025. A priest from Unbound Ministry will return in spring 2026 to say Masses at SFX and SJB. The goal is to increase our parishioners' awareness of Unbound Ministry and related resources.

4. Director of Administration Report: Mike Leshok

-SRB: SRB Cleaning is currently in progress- in preparation for the Saturday, August 16th Installation of Fr Hugo during the 5:00 pm Mass with celebration to follow in the hall.

SRB HVAC repairs are planned and will be in progress soon; Proxy was approved.

SRB Office locks will change with the transition to new staff members

A new key policy will be in place for all KR Catholic Parishes in the near future

-SMD: The proxy was approved for the Grotto installation. Expenses for the Grotto were donated by a SMD parishioner

-SJB: The lift is operational. A training session for lift operation will occur soon.

SJB planning is underway to achieve separation of the day care and the Church, for security purposes, with construction of a new doored wall. A meeting with the building inspector is planned. Separate entrances for the Day Care and the Church will be the result; changes to locks and keys will occur as this is accomplished.

-SFX: A beehive on the church will be removed/ relocated by professionals.

-Insurance company property inspections will be done soon.

5. Old Business:

A. Staffing positions/ New Employee Updates: Brian Shimon, new Pastoral Associate was introduced earlier in meeting as noted above. Sr. Evangeline (Kiambati), was hired as the new Director of Faith Formation (K-11) and will begin work at KR Catholic Parishes in the near future. There is a candidate being considered for the custodian position. The goal is that the custodian will be working during typical office hours; the position is part-time. The custodian payment will be covered by the 3 parishes of SRB, SJB, and SFX (as it has been in the past) as SMD has someone who cleans only the SMD church and hall.

B. Installation of Fr Hugo, Update: All four parishes will be represented at the 8/16/2025 5 pm Mass, including by parishioner and council member involvement. Council members attending will wear name tags for visibility to parishioners. Council member roles were reviewed. The choir will be singing during the mass. A program for the mass will be prepared. Decorating will be done Friday evening (8/15). Four, or possibly more, priests will be celebrating the mass together, including Fr Hugo and Archbishop Grob. A master of ceremonies will be present to help with instructions on the day of the Mass/ Celebration.

C. Festival Updates

-SJB: The Picnic in Paris on 7/26/2025 was a success. A second tent was put up due to questionable weather and the band(s) played under a tent; this worked out fine. The weather turned out to be OK. Attendance was steady with good attendance of people coming from the

4:00 pm Mass. It is anticipated to be profitable- expense and accounting details are in progress.

-SMD: The Pork Chop Dinner on 8/10/2025 was a success overall, despite a downpour of rain during the event which caused excessive mud and some stuck vehicles in one parking lot. An extra tent was put up just prior to the event which was helpful given the rain. A full accounting is in progress. The count may be down approximately 150 dinners compared to 2024, but still 1,400+ dinners were sold. Good sales were achieved for the auctions and raffles.

-Fr Hugo stated that he felt grateful to see cross-parish help at the festivals.

6. New Business:

-Parish-wide Communication: Council members determined that a subcommittee will be helpful to address communication concerns. An example of a concern brought forward was that parishioners at SFX had questions about mass details for the upcoming Holy Day. KR Catholic Parishes office communication has been challenging over the past two months due to staffing issues, but this should improve once all new staff members are in place.

A motion to reinstate a Communication Subcommittee was made by Jean Petersen; seconded by Dianne Funk and motion carried. The following council members volunteered to serve on the subcommittee: Cathy Jacobs (SRB), Mary Kay Walsh (SFX), Linda DeBrabander (SJB), and Gina Halter (SMD). Mike Leshok, and possibly one other member of the KR Catholic Parishes staff, will be available to serve as office members of the subcommittee.

7. Committee Reports:

A. Finance: All parishes are waiting on fiscal year-end financial reports

a. SMD

-nothing new to report

b. SJB

-nothing new to report

c. SFX

-New roof on Church is completed or nearly completed; bee nest removal is in progress

-Tom Ginski of Weatherlock is repairing the stained glass windows and doing some exterior painting, including of the steeple.

-Interior repairs to Church will need to be addressed (after roof completed)

d. SRB

-\$26,000 was made at the 2025 SRB Festival

-Church HVAC upgrade is in progress, using LOA funds (Love One Another)

B. Christian Formation Youth and Adult

Hiring for New position was accomplished as noted earlier in meeting

C. Human Concerns & Quad Quilters

-See the Meeting minutes/ attachments forwarded to council members with this meeting's agenda

D. Knights of Columbus

- Glen Bordak reported that KofC officer installation occurred in mid-July 2025.
- Lifesaver drive is coming up to raise funds for handicapped kids and for Special Olympics

E. Prayer and Worship

- Upcoming Installation Mass for Fr Hugo discussed earlier in meeting

F. St. Sharbel Mission

- Fr Joe will be traveling to Lebanon from 8/18 to 9/22/2025. Help-out priests will be covering weekend masses as needed, including masses for St Sharbel.

8. **Closing Prayer:** Father Hugo

9. **Next Pastoral Advisory Committee meeting:** Tuesday, 9/9/2025 7:00 pm; Location- SRB. Ellen Galvan volunteered to say the opening prayer at the September meeting.

A Motion was made by Jean Petersen to adjourn the meetings; seconded by Donna Jaworski. The motion carried.

Respectfully submitted by: Susan Ludwig