**St Francis de Sales**

**Parish Pastoral Council (PPC)**

**Meeting Minutes – May 20, 2025, 7pm**

**SFdS School Cafeteria**

**Attendance** – John Bruening, Fr Mike Nartker, Bro Paul Hoffman, John Mitchell, Lee Burroughs, Rosemary Byes, Holly Schwein , Woody Widman, Joe Nurre, Mary Kishman

1. **Welcome & Opening Prayer** – Brother Paul led the group in an opening prayer. Joe Nurre was welcomed as a new member of PPC. Council members introduced themselves.
2. **Finance Update** – John Mitchell stated the Parish Financials through March 2025 have been closed. The financial status of the parish is in good stead through the generosity of bequests, investments and parishioner donations. Of particular significance was the bequest by Dr. Rae Hartman and our green note investments. The Budget for the 2025/2026 Fiscal year in process. Gloria Sweet is fine tuning the school budget to allow for faculty salary adjustments particularly for teachers with more longevity. We are trying to keep our quality teachers, which is a challenge given the significantly higher salaries offered by Cincinnati area Public Schools. To do this we are using the Archdiocese recommended salary ranges, The Finance Committee will finalize the budget and forward them to PPC for consideration and approval. John Bruening stated PPC will review and vote via email.
3. **Hartman Scholarship** – Dr. Hartman requested that part of her $3.4 million bequest be used for scholarships. Four students attending a Catholic High School will be awarded $5,000 equaling $20,000 per year from the Hartman fund. When fully implemented, $80,000 will be drawn from the Hartman funds annually ($20,000 for the 4 new 8th grade awardees and $5,000 for students in succeeding high school years). The Dr Rae Hartman scholarship recipients for 2025-2026 school year are Isaiah Bush, Quinn Carter, Ameena James, and Cheennia Lowery.
4. **Parish Picnic** – The picnic will be in recognition of Dr. Rae Hartman. The program will be in the church after the 10am Mass at approximately 11am. Scholarship recipients will be honored during the program. The principal is informing the recipients and family they are expected to attend. The picnic will follow. Tents, tables & chairs are ordered. John Bruening has a team of individuals to set up and take down the tables etc. Rosemary Byes and John Mitchell are developing the program. It is expected that Father Mike, Brother Paul and the Principal will do the presentations. Phil Louis is taking care of the drinks. Peg Smyth is bringing flowers and fruit.
5. **HELP Program** – The moving out continues. Due the Wilson’s serious health concerns it has been a prolonged process. PPC requests that the move is completed by June 30. PPC is

offering to assist as need to facilitate the move out.

1. **School Windows** – The proposal from McAndrews Windows for $484,640 was reviewed by PPC. Once PPC and the Archdiocese give approval, work will begin. It is hoped it might start in the summer however work will definitely run into the school year. Every attempt will be made to avoid disruption in the school day. John Bruening motioned to approve the proposal. PPC unanimously approved the proposal. If the Archdiocese does not assist with paying for the windows, the Hartman fund will be used.
2. **School Stairwell Repair/Cleaning/Painting** – A total of three bids were obtained with the help of Terry (School Maintenance), for $3875, $4675 and $19,000. Terry has used the vendor who quoted $3875 and stated he would be fine. John stated proposed we go with the $3875. All PPC unanimously approved this proposal. PPC stated this vendor must have all documentation in order (insurance, a written proposal).
3. **HVAC for School** – The process for upgrading/replacing the HVAC system is complex because of the different systems and unique needs of each bldg. As a result, the project will be divided into two separate projects. John spoke with the principal and others and determined AC was definitely needed throughout the school. The new bldg. approximate cost, which includes roof repair, is $175,000. The old school needs a VRF system and will require an engineer. Approximate cost is $575,000 for VRF with a total cost of $750,000. This project will be further discussed, starting date uncertain.
4. **Church Doors** – John Bruening spoke with several individuals about the church doors: Thomas Hafner (old world carpentry craftsman), Thomas Hafner (has done previous work) and Matt from Norwood Hardware. The first process in the repair would be to replace the hardware (closers & panic hardware). The second process would be the woodwork. John is hoping Thomas will agree to be the contractor for this project. No official bids have been obtained; no start date for the project.
5. **Parish Update** – Sunday Mass attendance averages 264 each week (116 at 8:30 & 148 at 11:00). The Easter Triduum attendance was increased this year. Soccer matches on Sundays in the stadium finishes the end of May so there will be no further parking issues. Concerts in the church (Sophie Krumm & Parish) were well attended. The eighth-grade graduation is May 29, and the final day of school is May 30. June 14 and 15 is the art fair. Purcell Marian and SFdS art teachers were invited to attend and possibly contribute artwork. Brother Jean is leaving June 9th for Haiti and will be gone most of the summer. Brother Ed has been reassigned to Dayton and leaves June 14. With both brothers gone, we will need additional church cleaners; perhaps place a request in the bulletin or make an announcement on Sunday. Brother Paul shared the brief letter from Archbishop Robert thanking the parish for the card.
6. **Marianist Values** - Dr Terry Walton is willing to do some artwork for PMHS and possibly SFdS school. Perhaps the artwork could focus on Blessed Chaminade or the Marianist Charisms. Father Mike shared a letter from the Marianist provincial office about the wonderful work our parish does to create a vibrant Marianist parish. SFdS has been a Marianist Parish for 40 years. The Marianist province gave us a $10,000 endowment for the year. This will be used for the ***Give of This Day*** booklets and ***Donut Sundays***. John Bruening reminded members of the importance of continuing support of the Marianist charisms etc. a parish priority. Ideas and actions etc. should be carefully noted in the minutes.
7. **Beacons of Light** – Brother Paul and Gloria attended the meeting of The Family. The Chancellor was in attendance speaking about mergers and the financial implications. Financial reports were shared for each member of the Family including SFdS. The Archdiocese is usually reluctant to touch special designated funds. SFdS is waiting to receive official designation as an independent parish.
8. **OPEN DISCUSSION**
	1. **Worship Commission** – Mary Kishman stated that Susan Vogt is stepping down as co-chair but will remain on the committee. Mary and Jean Bange will be co-chairs. The commission asked the “blower” could be turned off during the readings, gospel, homily. PPC agreed this was an issue. Perhaps the blower could be on a timer to go off when needed. Brother Paul will contact the sound company to get this set up.
	2. **Issue with Blacktop** – There are many cracks and a “hole” in the pavement. John Bruening will email the ground maintenance to determine the status of repair etc.
	3. **Maintenance Manager for School** – Terry will be retiring. He has provided many years of dedicated service. An ad will be placed for a part-time maintenance manager 25-30 hours per week.
	4. **Office Space** – With the departure of HELP spaces have opened up in the undercroft. John Bruening stated Father Mike must have his own office space back for his exclusive use. Gloria will be moved and share an office with Bonnie. An additional spot for the part-time individuals will be created near the hallway. John stated Father Mike should facilitate this move by speaking with Gloria Sweet and Bonnie Davis.
9. **Next meeting** – Tuesday, August 19, 2025, at 7pm. PPC members should check emails in the next month for consideration and approval of the 2025-2026 Parish budget.

Respectfully submitted,

Mary Kishman

Mary Kishman

**Attachments –** Agenda, Pastoral Team Report, McAndrews bid

**St. Francis de Sales Parish**

**Pastoral Parish Council (PPC) Meeting Agenda**

**Tuesday, May 20th, 2025**

**7:00PM, SFdS School Cafeteria**

**Welcome & Opening Prayer Bro Paul**

**Finance/Budget Update John M**

**Hartman Scholarship/Parish Picnic 6/22 John M**

**Help Program Update Bro Paul**

**Window Update/VOTE John B**

**Stairwell Painting Update/VOTE John B**

**HVAC Update John B**

**Church Doors Update John B**

**Parish Updates Bro Paul**

**Beacons of Light/Marianist Values Father Mike**

**Open Discussion All**

**Next meeting August, 2025 @ 7:00pm**