

St Francis de Sales
Parish Pastoral Council (PPC)
Meeting Minutes – November 18, 2025, 7pm
SFdS School Cafeteria

Attendance – John Bruening, Fr Mike Nartker, Bro Paul Hoffman, John Mitchell, Lee Burroughs, Joe Nurre, Mary Kishman,

1. **Welcome & Opening Prayer** – Brother Paul led the group in an opening prayer of thanksgiving. John Bruening distributed the agenda.
2. **Finance** - The September financials are completed and demonstrated much improvement compared to August. Improvements were due in part to receipt of EdChoice income from the state. Collections for the 1st quarter were up \$7200 (13.5% increase) from last year. Financial assets are over \$8,000,000. We also have \$100,000 in green notes in a more aggressive platform yielding a nice investment of 34,000 in about 2 years (\$134,000). The Finance committee is considering adding more to this aggressive fund. All monies are under the jurisdiction of the Archdiocese so all money decisions must be OK'd by them. Fr Mike stated we are due for an audit. It is essential that we review the suggestions and “to do’s” from the last audit to make sure we have done everything.
3. **Synod Survey** – 176 responses were received and data entered on an EXCEL spreadsheet. As data is analyzed the committee is looking in particular at “What is important” with ratings of 3 or higher. It should be noted that Diversity (ranked 4.0) and Outreach to youth & families were in the top 2. The narrative data was extensive so we will look for trends. Overall, the data was positive and indicated we have a welcoming parish. Tori Vogelgesang is taking the data to XU for AI analysis. Some members are also doing manual analysis. The committee will share with the parish community progress on the survey results. David Hulefeld will draft a bulletin announcement about progress in December. By end of Jan/mid Feb all analysis should be completed and the committee will decide how to proceed. Father would like to share the findings with the Marianist provincial office. Thanks again to John Mitchell for all his work on this project.
4. **HVAC** – RFP proposals to replace 8 roof tops & roof that goes with it were sent to Perfection GRP, DeBra-Kuempel, and Entervise. The Perfection GRP quoted 224,675 for the units and 28,430 for the roof. Quotes from Entervise and DeBra-Kuempel are still pending. The 2nd phase of this project for the school will come later once phase one is complete. We want Hi Efficiency units. Work on phase one will begin after a contractor is selected, equipment ordered and a coordination plan developed.
5. **Window Update** – All windows are ordered. Work should begin in January 2026. All equipment will go to the warehouse for staging. We will meet in February with the school about installation. Window installation will start during school year with more work during recesses.

6. **Church Doors** – We have spoken to Kyle at Norwood Hardware. Norwood Hardware will be the vendor for materials needed. We are still waiting on a bid to install the doors from the Contractor "Chris". Cost will be \$2700 for hardware and \$1000 for labor PER door. John Bruening has met with both Kyle and Chris. The bulk of this project is the outside doors which are larger and more complex to repair. The indoor doors will have different pricing. It will be important to let the "Wedding people" know about the door repairs.
7. **Facilities Support** – We are planning to hire a facilities support person "part time 20 hour at about 20-30/hr." It is possible Rob Preston might be interested. (call in by John Mitchell). Terry our current facilities person previously indicated he can only work 10-12 hours. There will need to develop specific guidelines for the position such as role, responsibilities, who is this person's supervisor etc. It is vital we have a strong relationship with Purcell. We should post on the Archdiocese posting site indicating we are accepting applications.
8. **Parish Updates /BOL** – The parish is supporting the use of the MyParish app. David Abad will help with this app. See handout r/t APP. Attendance is up over 89 (8.8%) from OCT last year. For this year we have 744 more parishioners. The Mercy Neighborhood Ministries CNA parking issue is settled. The calendars for 2026 will arrive early December. Sunday, November 30 is the CISE collection. December 7 gifts and artwork from the Holy Land will be for sale at each mass. The Young Choral Collaborative will be offering a Christmas Concert on Saturday, December 13 at 3:00pm in the church. There will be children's activities available in the school cafeteria at 2pm. Thanks to Pam Smith-Dobbins for organizing the All Soul's Memorial Service. December 21 is the Winter Solstice.
9. **AED** – The group discussed the AED in the church at length. Lee stated the current one had an expired battery and pads. It is possible to obtain replacement parts. Should we replace parts or buy a new one? Lee will consult with individuals knowledgeable about these concerns. The group stated if necessary we will obtain a new one. More information is needed before a final decision is made.
FOLLOW UP INFO – Lee provided follow-up to this issue in an email stating, "An update, new one cost is \$1700, and parts should start to ship around Christmas?."
10. **Next meeting** – Tuesday, December 16, 2025, at 7pm in the school cafeteria.

Respectfully submitted,

Mary Kishman

Mary Kishman