

**St Francis de Sales
Parish Pastoral Council (PPC)
Meeting Minutes – December 16, 2025, 7pm
SFdS School Cafeteria**

Attendance – John Bruening, Fr Mike Nartker, Bro Paul Hoffman, Lee Burroughs, Woody Widman, Mary Kishman.

1. **Welcome & Opening Prayer** – Brother Paul led the group in an opening prayer. John Bruening distributed the agenda.
2. **Finance** - John Mitchell was unable to attend so John Bruening provided the report. Our financial status is good overall. We are behind a bit in the reserve account due to slow ED Choice payments from the State. In the future more funds need to be allocated to Facilities. Also, we need to categorize the various types of expenditures for the Parish and School differently because they often get placed under Facilities. The new Facilities person will be held accountable for the budget for Facilities. The school principal will be involved in the meeting about the new Facilities Manager position. Contributions (collections) to the Parish are on target with goals.
3. **Synod Survey** – 176 responses were received and data analyzed. Areas most noted by parishioners in the survey were diversity, young adults, and families. It has taken time to review and reflect on the wealth of data received including some AI analysis by Xavier University. The next meeting is on Martin Luther King Day. The task force will make decisions on actions and bring back the Parish in late January or early February. We have made progress on ideas such as the Millennial Group meetings and the Parish App.
4. **HVAC** – RFP proposals to replace 8 roof top units were sent to Perfection GRP, DeBra-Kuempel, and Entervise. All three RFPs were reviewed but the Perfection GRP is the one we will most likely go with. They quoted 225,334.00 for the units. We cannot vote until the next meeting.
5. **Window Update** – All windows are ordered. The planning meeting is in January with work beginning the first week of February. We will coordinate work with the principal.
6. **Church Window** – Would like to clean, repair and backlight the window. We have asked for a proposal from Classical Stained Glass. The system used at Immaculata Holy Cross will not work for us. This window project is still “a work in progress”.
7. **AED** – A new AED is 1700-1800 dollars. Lee consulted with the representative from the distributor and Mark from the foundation at Christ Hospital who assured him that our unit should be good for a few more years with new replacement parts. The parts will arrive in December. John B. stated that there are services who will take care of monitoring the AED; we might consider doing this. He will check with CINTAS and SILCO.
8. **Church Doors** – The church door meeting is on December 22. Norwood Hardware has the hardware needed. The craftsman will consult with them to make sure we obtain what is best for the doors.

9. **Facilities Support** – We had previously discussed the possibility of hiring Rob Preston (former facilities person at Purcell Marian) but after speaking with Lindsey Domico we decided this might not be the most prudent move. Lindsey gave us somewhat “mixed messages” about Rob. Gloria is working on an ad. This person needs to be able to handle the “politics” of the position. The principal may have some insights into the politics. We may want to post on the Archdiocese site.
10. **Parish Updates /BOL** – The parish is supporting the use of the MyParish app. David Abad will help with this app. He is being hired for 3 months at \$30/hr. and paid biweekly. After 3 months his need will be re-evaluated. Church decorations will go up after the 11am Mass on 12/21. Christmas Masses are 4pm and 8pm on 12/24 then 10am on 12/25. New Years Day Mass is 10am. Clare Orlandi, our cantor on leave following the birth of her son, hopes to return sometime in January. The Marianist Province of the US has selected Brother Ed Violet as provincial and Father Bob Jones as Asst. Provincial. They will both assume offices on July 1, 2026. November attendance is up 157 from last year. We are up 901 for the year from last year. We will have a new contact for BOL in July 2026; Father Tom Kenny has new duties.
11. **Religious Education Person** – Will need to discuss the position in the future giving consideration for what the Synod Survey reveals.
12. **Next meeting** – Tuesday, January 20, 2025, at 7pm in the school cafeteria.

Respectfully submitted,

Mary Kishman

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