



**SFA Leadership Team
Meeting
November 18, 2025**

Attending:

Tina Butler
Adriana Gambach
Louis Schulte
Beljeania Berry/Guest

Patrick Cassidy
Renee Morkassel
Frank Conway

Opening Prayer: Renee opened the meeting with a prayer.

Council/Committee Reports

Finance Council:

Council will be working with a member of the wedding industry to promote the use of St. Francis for Catholic weddings, with the intent to increase revenue.

The Parish SFA Gala will be discussed next year.

Pete Sullivan provided a draft of the maintenance schedule to be used for budget and planning on replacing/repairing capital items.

In 2026 Finance will be working with the Catholic Foundation on program called "Planned Giving". Planned Giving is not asking for money now. It allows donors to direct estate assets to a parish, school, or favorite ministry after their earthly existence.

The Dine & Donate project netted the parish \$170.89.

A grant was submitted to the Ohio Emergency Management Agency (OEMA) to upgrade the door security system.

The Diocese announced a program to inspect the roofs of all diocesan property (parishes, schools, etc.). The inspection cost will be paid by the Diocese. Any repairs would be the responsibility of the parish, school, etc.

The Profit and Loss statement for September has the parish in a negative cash flow or loss. This was expected when the budget was prepared, however, after the first of the year cash flow is expected to improve.

Pastoral Council

The parish pilgrimage to the Basilica and National Shrine of Our Lady of Consolation in Carey, Ohio was very well attended with thirty-three making the trip. People have expressed interest in another trip to another site.

Pastoral Council are working on an election process to replace members whose term has expired and could be leaving the council.

Stewardship

2025 Commitment Sunday Report

Sheets Submitted	23
Renewal	2
Need to Register	6

Total New Ministers:

Greeters	1
Lectors	4
Eucharistic Minister	3
Music Ministry	1
Hospitality Sunday	2
Ministry to the Sick, Homebound & Bereaved	1
Communion Ministry to the Homebound	1
Prayer Shawl Ministry	1

Prayer Chain	1
Mardi Gras Pasta Dinner	4
Parish Potluck Picnic	1
Yard Sale	2
Religious Education/Youth	1
OCIA	1
Breaking Open the Word	1
St. Vincent dePaul	4
B.R.E.A.D.	4
NNEMAP/Spice Girls	1
St. Francis Center	2
Garden Tenders	3
Building Maintenance	2
Collection Counters	1
*Total	42

- *Does not include individuals that need to register

Mass Break Down

	Mass 9:00	Mass 11:00
Ministers		
Greeters	2	
Crucifers		
Altar Services		
Lectors	2	2
Eucharistic Ministers	1	2
Music Ministry		1
Hospitality Sunday	1	1

With the Craft Fair being on Sunday, Nov 30, it will also be Hospitality Sunday. This will replace December Hospitality Sunday.

Will be planning the January 3, 2026, Parish Epiphany Party.

Discussed the Lenten Soup Supper Coordination. The Liturgy committee is working on a theme and will schedule speakers. The Stewardship Council will cover the soup and bread part of the program.

Liturgy Committee

This would have been Renee last meeting, but Paula's husband's illness does not permit her to assume the role of chairperson until the first of the year.

The Liturgical Ministers' Morning of Reflection speaker will need to use the TV in the Parish Hall.

See attached report.

Old Business:

Calendar:

Date	Event	Council	Task
11/22/2025	Liturgical Ministers Morning of Reflect.		
11/27/2025	Thanksgiving Day Mass		10:00 AM
11/29/2025	Start of Immaculate Conception Novena		
11/30/2025	Craft& Collectibles Fair		FYI
11/30/2025	Christmas Flower Envelopes? Pew	Reminder	
11/30/2025	Christmas Decoration Outside	Reminder	
11/30/2025	First Sunday of Advent		Advent Wreath
12/8/2025	Immaculate Conception		7:00 pm Mass
12/21/2025	Decorate Church for Christmas		
12/24/2025	Christmas Eve Mass 5:00 pm		
12/25/2025	Christmas Day 10:00 a.m.		
1/3/2026	Epiphany/Parish Christmas Party	Stewardship	
1/5/2026	No Weekday Masses January 2026		

New Business:

A member of the parish has expressed an interest in joining the Leadership Team. Frank will talk with the member and Father about the appointment.

Beljeania Berry reported on the Diocesan Disaster Plan project. The Diocese has partnered with St. Vincent de Paul Society to have parishes prepare disaster plans for each parish and how assistance could be offered to other parishes. Deacan Tom Berg, Jr. will be asked to meet with the Leadership Team and Chair of the Parish Safety Committee.

Beljeania will also be conducting Bible Study at the Ohio Living Westminster-Thurber complex. Jay has been doing this but has asked to be replaced.

Frank reported on a new survey the diocese will be conducting referred to as the Disciple Maker Index (DMI). The 95-question survey is a poll that invites parishioners to reflect on where they are on their journey of discipleship and enables parish leadership to make data driven decisions to help parishioners grow in their faith.

Next Meeting:

December no meeting

January 20, 2026