

Saint Thomas the Apostle Church
Parish Pastoral Council Meeting
July 11, 2025, at 6:30 PM
Parish Office Workroom

Attendees:

Fr. Julian Cardona
Mr. Israel Figueroa
Mr. Jim Gecsei
Mr. Jim Gold, President
Ms. Margaret Merrill
Ms. Mary Ann O'Donnell

Absent:

Finance Council Liaison Member (Excused)
Fr. Neil Blatchford
Mr. Manny Espinoza
Ms. Penny Fleming (Excused)

Minutes:

1. Opening Prayer

Fr. Julian offered the opening prayer.

2. Pastor's Remarks

- a. Fr. Julian welcomed Fr. Neil. Fr. Julian expressed that he is very excited to have him here in our parish.
- b. There is a Reconciliation Campaign Committee planning to promote Confession in our parish. The committee members are Steve Sholtes (leader), John Manczko, Penny Manczko, Penny Fleming, and Celeste DeVore. Steve Sholtes will be invited to our August council meeting to provide a briefing.
- c. Fr. Julian would like to support the Jubilee 2025 Campaign Committee, led by Tim Geoghegan. The committee has created a webpage (available in both English and Spanish) on our website and has sent an introductory email blast to all parishioners to encourage their involvement in the Jubilee. Tim will be invited to brief us on how we can assist at our September meeting.
- d. Fr. Julian thanked Jim Gold for all the work on the newest parking lot.
- e. Fr. Julian mentioned that Omero Hernandez will be working on each of the rock pathways, each featuring a tree in the center of the area.
- f. The big windows in the church will be replaced because the insulation is no longer effective.
- g. The cushions in the church need to be replaced. They will be replaced with a different color to help hide stains.



3. **May 25, 2025, Meeting Minutes Approval**

Jim presented the meeting minutes from the May 25, 2025, meeting, which had been sent to the PPC members for their review and approval, along with the July meeting agenda. The attending PPC members unanimously approved the minutes. The May meeting minutes will be stored on the PPC Google Drive. Penny Fleming will create a summary of the meeting minutes in accordance with our bylaws and post it on the STA website.

4. **New Business**

Duane Baumert, Parish Finance Council Liaison Member was unable to attend. A finance update will be scheduled for the next PPC meeting.

5. **Old Business**

a. Ministry Fair Update by Mary Ann O'Donnell and Margaret Merrill

- We have heard from 41 ministry groups who will be participating in the Ministry Fair. Conversely, 16 ministry groups indicated that they have the resources they need and will not be attending this year.
- The Parish Office has reserved the PFLC and the Set-Up ministry for August 15, 16 and 17, 2025.
- Jim Gold volunteered to order and pick up the donuts and cookies.
- The fair will be open after each Mass (English and Hispanic) with breakdown after 3:00 PM on Sunday.
- Tripods and clear plastic stands for table assignments are available for the Ministry Leaders.
- Maryann O'Donnell will contact Eileen Connelly to determine the availability of the Trifold posters from last year.
- The Food Service Ministry will be contacted to provide a beverage service and serve donuts/cookies to attendees.
- Friday Flocknote and Bulletin notices will be used to communicate the Ministry Fair schedule and include a listing of attending ministries.
- Maryann O'Donnell will develop a chart showing the layout of the Ministry Fair. This will also be communicated to Pete Kilmartin for setting up the PFLC.
- Penny Fleming will update the Ministry Fair posters (if they can be found) or order new ones if necessary. Also, will order the STA Ministry Tri-Fold brochure handouts to be given out as people enter the fair.
- Penny Fleming will create a pulpit announcement to promote the fair.

b. PPC Membership

- Reviewed the PPC By-Laws regarding member resignations as a reminder to help plan for replacing Norm Forman due to his May 2025 resignation from the PPC.
- Mary Ann O'Donnell and Fr. Julian to discuss her term on the PPC which is currently scheduled to conclude December 31, 2025.
- The decision for the Vice President position is left open and Fr. Julian will discern when he would like it filled.
- PPC will discuss Membership needs at the August meeting.

c. Action Item Update

- Penny Fleming will resend the “Best Practices for Shared Parishes” in English and Spanish to the PPC members for review by August 1.
- The Best Practices document will be discussed at the September meeting.
- Closed Action Item Nos. 25-012, 25-013, and 25-014.

6. Other Items

- a. Jim Gecsei reported on the Fall Food Festival, which is facing challenges with volunteer support, especially with logistics like set-up, administrative tasks, and maintenance during and after the event. Jim will draft a sign-up sheet and send it to Ministry Leads requesting volunteers.
- b. Margaret Merrill mentioned a Parish Adoration Ministry and will check if the Diocese has approved the group leading it.

7. Next meeting

The next meeting is scheduled for Friday, August 1, 2025, at 6:30 PM in the Parish Office Workroom.

8. Closing prayer

Fr. Julian thanked the members who were present and offered a closing prayer.

Attachment 1 – Updated Action Item List

**PARISH PASTORAL COUNCIL
ACTION ITEM LIST
DATE: JULY 11, 2025**

No.	Action Item Description	Responsibility	Date Opened	Date Due	Closed Date	Status	Comments
25-006	Evergreen maintenance of the PPC Membership Roster by PPC Secretary	Penny Fleming	11/21/2024	Ongoing		Ongoing	Align off-role dates to align with revised and approved PPC Bylaws (month prior to start date for replacement or as required).
25-010	Re-send "Best Practices for Shared Parishes" to the PPC Members to review for the September Meeting	All Members	03/20/2025	08/01/2025		OPEN	Changed due date to next PPC Meeting Date.
25-011	Feedback and discussion on "Best Practices for Shared Parishes".	All Members	03/20/2025	09/05/2025		OPEN	Changed due date to September PPC Meeting Date.
25-015	PPC should send any viable candidates for vacated PPC position.	All PPC members	May 15, 2025	August 1, 2025		OPEN	
25-016	Ministry Fair team will schedule another meeting and update the council at the August Meeting.	Ministry Fair Team	May 15, 2025	August 1, 2025		OPEN	
25-017	Invite Steve Sholtes, Reconciliation Committee, to provide briefing at the August council meeting.	Jim Gold	July 11, 2025	August 1, 2025		OPEN	Contact Information for Steve Sholtes, (513) 253-4424 or sholtes412@gmail.com

No.	Action Item Description	Responsibility	Date Opened	Date Due	Closed Date	Status	Comments
25-018	Invite Tim Geoghegan, Jubilee 2025 Committee to provide briefing at the September council meeting.	Jim Gold	July 11, 2025	September 5, 2025		OPEN	Contact Information for Tim Geoghegan, (321) 482-1413 or timmyg620@gmail.com
25-019	Pick up donuts and cookies for Ministry Fair	Jim Gold	July 11, 2025	August 16, 2025		OPEN	
25-020	Send email reminder to the Ministry Leaders regarding the fair.	Penny Fleming	July 11, 2025	August 1, 2025		OPEN	
25-021	Contact Eileen Connelly for trifold posters from last year's ministry fair.	Maryann O'Donnell	July 11, 2025	August 1, 2025		OPEN	
25-022	Contact Food Service Ministry to provide beverages and servers for the donuts/cookies for the Ministry Fair.	Margaret Merrill	July 11, 2025	August 1, 2025		OPEN	Duane Baumert via email at baumert1@earthlink.net
25-023	Friday Flocknote, Bulletin Notices and Pulpit announcement for the Ministry Fair.	Penny Fleming	July 11, 2025	August 1, 2025		OPEN	
25-024	Order/Update the Ministry Fair posters and Ministry tri-fold brochure handouts for the fair.	Penny Fleming	July 11, 2025	August 1, 2025		OPEN	
25-025	Discuss term on the PPC	Mary Ann O'Donnell / Fr. Julian	July 11, 2025	November 7, 2025		OPEN	

No.	Action Item Description	Responsibility	Date Opened	Date Due	Closed Date	Status	Comments
25-026	Filling the vacant Vice President position.	Fr. Julian/Jim Gold	July 11, 2025	September 5, 2025		OPEN	
25-027	Request volunteers for the Fall Food Festival.	Jim Gecsei	July 11, 2025	November 7, 2025		OPEN	
25-028	New Parish Adoration Ministry.	Margaret Merrill	July 11, 2025	September 5, 2025		OPEN	Check if Diocese has approved the group leading it.