

St. Francis of Assisi – Parish Council Minutes
June 18th, 2025

Meeting called to order by Bob Baker at 7:04 PM

Attendance: Bob Baker, Tracy King, Trevor Chan, Jeff Chan, Joe Schmitz, Cheri Coffelt, Derek Noble, Debbie Harris, Kelsey Ruthman, Kendra Carpio, Kyle Bellm, Father Shoby Chettiyath

Ex-officio Attendance: Linda Howard

Excused Absence: Chris Johnmeyer, Ken Palermo

Opening Prayer: Bob Baker

Question of the Week John 16:12-15

Key Passage: “When the Spirit of truth comes, he will guide you into all the truth; for he will not speak on his own, but will speak whatever he hears, and he will declare to you the things that are to come.”

Adult: How has the Holy Spirit guided you to truth?

Children: What kind of decision can the Holy Spirit help you with?

Review minutes of May Meeting – reviewed and approved

Old Business

- Stewardship Retreat - September 6th, 2025
Jeff Chan reports he is just waiting to hear from Trish Lutz from Jefferson City on details
- Parish Council of Catholic Women (PCCW) - tabled from May meeting
Tracy King reported that there is a minimum of 10 women needed to establish a PCCW group. Dues would be required on an annual basis.
She asked if we are not already meeting the same goals with our current ministries? The PCCW has the support of the Bishop. We need to get a count of those interested in starting a PCCW.
Jeff Chan suggests we table until 2027 after the renewal of the Total Stewardship re-education – Council agreed.
- Adoption of Realigned Parish Pastoral Plan
Jeff Chan reminded us that we need to regularly go through to make sure the plan stays fresh and up to date for the future.
- Signage
Joe Schmitz will get an estimate of the possible number of signs needed for parishioners to announce the rededication and join us for Mass.

Action Items

- Election of Officers for 2025-2026 Term
The following people volunteered for the Officer Positions as follows:
President - Bob Baker
Vice President - Joe Schmitz
Secretary - Kelsey Ruthman

- Pastoral Plan Assignments for 2025-2026 Term
Assignments will align with the Pillars
 1. Hospitality – Tracy King and Kelsey Ruthman
 2. Prayer – Debbie Harris and Derek Noble
 3. Formation – Trevor Chan and Kendra Carpio
 4. Service – Ken Palermo and Kyle Bellm and Joe Schmitz
- Training Session for New Pastoral Council Members
Bob Baker stated that he will contact each of the 5 new Council Members and set a time to meet for training before September 6th.
Jeff Chan stressed that the new members should read the Norms before their training.
Knowing the Norms will help in having conversations with the ministries and to know where we are going and what we are doing together.

Round Table/Discussion Items

- Open Discussion Items
No Items discussed

Pastoral Plan Reports/Updates

Prayer, Sacraments & The Eucharist (Chris Johnmeyer)

No report due to absence

Total Stewardship (Tracy King & Ken Palermo) (includes Finance and Stewardship Council updates)

Stewardship Report:

Working on co-ordinating the festivities after re-dedication of the new sanctuary
Several things are on hold until after we've settled in to the new space

Newsletter:

Christina Mann is the new Editor of the newsletter, replacing Ann Elwell.
The program used for the printed newsletter is being phased out by Microsoft and new software needs to be learned and determined if the current process can easily be imported. New Newsletter is planned to come out after the re-dedication.

PCCW:

The PCCW; DCCW; NCCW have the following in their mission statement:

"support, empower, and educate all Catholic women in spirituality, leadership, and service". A PCCW pays annual dues and is accountable to the National, Diocesan and Regional Councils. Resources are provided by National Council. Each parish keeps track of service hours and has chairs for Legislative, Spiritual and Educational ... and more.

The Bishops do support the PCCW through USCCB.

As a Total Stewardship parish, we need to consider if we are already meeting these same needs through our current ministries.

There was no Finance report due to Deacon Gary being on Vacation

Youth (Trevor Chan)

There will be a Bowling Event on June 26th at Centrylanes.
Asking for school Supplies for Life House

Community Outreach/Service (Joe Schmitz)

St. Francis Community Outreach/Service

		6/18/25
Adopt a street	Mike Ecker	In May we had a street clean up. 6 people were there and it took about 1 hour. The next one is scheduled for September.
Ave Maria Rosary Guild	Rosie Brookner	All is doing well with the Rosary Guild. Thanks for supporting this ministry.
Card Ministry	Rose Kuppinger	
Minister of Care	Rose Kuppinger	
Knights of Columbus/Ladies Auxillary	Ron Pojar	Our Knights council is looking forward to returning home. Also, we have approved funding for a permanent flagpole at the request of Father. We will purchase it and have it installed once Father's decides the final location.
Least of These	Carrie Bellm	I am currently working on Least of These "Night at the Pantry" event that is scheduled to take place the evening of September 13, 2025. We have asked Nixa Knights of Columbus if they would serve beer and wine at the event and they have agreed to serve. Least of These is grateful for everything our parish does to support their mission!
Loving Stitches Quilters	Katie Bond Donna Davis	We are anxiously waiting to get back to our quilting as soon as the construction is completed! We have been meeting monthly at various places and also getting some supplies ready!
Community Outreach Committee	Deacon Gary Steffes	nothing new for this month.
Prayer Network	Parish Office	nothing new for this month.
St. Francis Facebook	Parish Office/Deacon	nothing new for this month.
St. Francis Cares Facebook	Deacon Gary Steffes	nothing new for this month.
St. Francis Website	Brandee Beavers	nothing new for this month.
Additional Updates		M&G Signs - will don't yard signs, we need to come up with a layout mandgsigns@gmail.com, Mary & Gary Gale

Mary Ann Davis is now coordinator of Minister of Care Ministry.

Welcoming Parishioners (Cheri Coffelt)

Church Cleaning – On Hold while in transition. Randy Sehie is cleaning bathrooms.

Indoor Maintenance – Construction in progress

Liturgical Environment – all being handled by Saint Joseph

Medical Team - Nothing going on at this time

Outdoor Maintenance

Saturday Social - there will be no Socials in June or July. A game night will be planned for when

We are back in our new Parish.

Welcoming Team - Need consultation with Deacon Gary on card to new parishioners.

Name Tag Sundays are successful.

Evangelizing/“Finding” New Parishioners (Jeff Chan)

Formation (from Dcn. Gary Steffes)

- Promoting Augustine Institute's Summer with the Saints
- Working to resolve Fall classroom arrangements

OCIA (from Sofia Mitchell)

- Would like the SFA website updated to include a OCIA inquiry box on the main landing page... currently several clicks deep to find information. Need to connect Sofia and Brandee/Amanda. **Joe Schmitz will be contacting Amanda Floer and Kendra Carpio about the website and it may be necessary to completely re-work the website.**
- Sofia wants to move the OCIA classes to Wednesday nights, starting Sept 3rd, to align with work schedule. Will connect with Deacon Gary week of June 23rd.
- Clarify budget for ordering next year materials
- Hospitality
- With Mon 4 August set for Rededication, need to reach out to Barbara/Linda/team about pre-Mass dinner and post-Mass parish celebration.
- Also plan end-of-year event for New Building in November.

Pastor's Comments

Father Shoby expressed his appreciation to the Council Members leaving and presented them with an appreciation gift.

Father is working on the Liturgy for the Celebration of the Rededication of the Church. The Rededication will take place August 4th at 6:30 PM. Invitations created and have been sent out to all priests. There were 96 invitations sent. There will be a dinner for all priests 4:30-5:30 and then Mass will be at 6:30.

Joe Schmitz and Derek Noble offered to help with parking for the Rededication Mass. They will ask for additional help from the Knights of Columbus.

Father states that we may have to do online PSR for 2-3 months so there will be no need to establish temporary classrooms. There will be a need for Smart TV's in each classroom. Deacon will be in charge of determining what to keep or not keep of resources left at the Church.

Our new Associate Pastor will start on July 1st.

Closing Prayer: Bob Baker

Meeting Adjourned at 8:30 pm

Dates to Remember:

6/22 Corpus Christi Sunday/ Procession

6/25 Stewardship Council Meeting

6/26 Youth Group Bowling

7/4 Fourth of July (office closed)

7/9 Finance Council Meeting

7/13 Knights & Ladies Social

7/16 Parish Council Meeting