

MINUTES

Bellarmino Parish Advisory Council (PAC)

January 21, 2026 (6:15-8:00 pm)

Attendees: Paul Lickteig SJ (Pastor), Pat Fairbanks SJ (Associate Pastor), Janet Neidhard (Chair), Lee Colglazier, Lee Dill, Becky Meyer, Jane Myers (staff), Fred Reuter, Anne Schoelwer, Kristen Sundrup (acting Secretary for meeting), Susanne Wright (staff), and Brendan Ryan (Worship Core)

Excused Absence: Gerry Weller

Reflection: What is new for you this year?

Members shared common themes of hope, gratefulness, and excitement entering a new calendar year.

Opening Prayer: Anne recited the Prayer of Generosity

Approval of the November 19, 2025 Minutes:

- Lee C. moved to approve the minutes with slight corrections; Kristen seconded. The November 19, 2025 minutes were unanimously approved.

Old Business:

- [Corpus Project](#)

Fr. Paul explained that the Corpus Project is moving forward and will begin soon at the request of the University. The completion goal is May 2027 with the latest end goal of December 2027. The project will involve the creation of a new corpus (with awareness that there is relative freedom in this design; one example being the possibility of multiple, interchangeable corpuses throughout the liturgical year). The design and creation process will be led by Martha Dorff Schickel (the daughter of the initial designer) and in consultation with a board of combined representatives from Bellarmine Chapel and Xavier University. Fr. Paul and the committee expressed how a variety of emotions will arise in response to this news. Fr. Paul will release a Parish-wide letter explaining the plans and details of the project.

The committee and Fr. Paul concluded that a listening session for parishioners regarding this project would be beneficial. The listening session will be held by Fr. Paul on Monday, March 2nd in Bellarmine Chapel from 5:30-6:30 PM. Jane will reserve the space.

Worship Team Update - Brendan (representative)

- Positive feedback and expressions of gratitude were shared from parishioners to the committee regarding the addition of a paid lead singer for each section of the choir at the morning masses.
- Concerns regarding breaking fire code and overcrowding at the Easter Sunday and Christmas Eve Masses have led to a conversation and adjustment to Mass times on these Holidays. The committee and staff worked to create a new schedule that would honor and support one children's Mass on Christmas Eve as well as starting and end times before a typical "dinner time." The Parish staff and Worship Core have decided on the following Mass times for Christmas Eve beginning December 24, 2026: 3:00 PM, 5:00 PM, and 11:00 PM. The Parish staff and Worship Core team will continue discussions regarding Easter Sunday Mass times.
- Worship Core is looking to expand its membership. The PAC was asked to notify members of the core team of anyone interested or provide recommendations on new members. A special ask was proposed for parishioners regularly attending the 11:30 AM and 7:00 PM Masses
- Expressed inquiries from the Core team regarding a capital campaign to expand the church due to consistent overcrowding at the 9:00 AM Mass. Fr. Paul stated that some parishioners have expressed a desire to consider expansion or taking over abandoned churches. He expressed a

formal discussion and exploration would have to occur if enough interest arose, to both honor the history and relationship of both the Xavier and Bellarmine communities in relation to the current chapel.

Finance Committee Report - Janet (representative)

- No recent meeting has occurred - no major updates.
- Offertory numbers have increased over the last few months.
- Lee D. will stand in to represent PAC for Janet during the next Finance Committee Meeting

Sub-committee Reports

- [Orientation Binder \(Becky, Kristen, Fr. Pat\)](#)

The committee recommended the addition of the Parish Family Vision statement to the document and to adjust the 2026 PAC meeting times. The document is then ready for final submission and use.

- [Mission, Roles, and Responsibilities \(Gerry \(excused absence\), Anne, Fred, and Lee G\)](#)

Discussions regarding updates to Part II of the document were discussed. The conversation focused on recruiting procedures. The consensus was for a common goal for recruitment for all committees. The Council recommended freedom given to committees. The main recommendation to be shared with the official parish committees (Parish Advisory Council, Finance Committee, Worship Core): Final new member decisions to be submitted by July 1st. Anne will also reach out to each group to determine their respective processes and what should be included in the PAC document.

The Council was asked to reflect on what might be the best recruitment strategy for the PAC as previous announcements and speakers were ineffective in previous years. Members expressed hope that the narthex conversations with PAC members and personal invitations may be a positive and effective recruitment plan for 2026.

- [PAC Meet and Greet \(Fr. Paul, Kristen, Anne, Suzanne, Lee C.\)](#)

“Conversations with the PAC” is scheduled for February 22, 2026 in the narthex after all Masses. Suzanne stated she will send out a sign-up for members to attend each Mass. She also expressed that she would assist the team in organizing announcements at Mass and the bulletin, as well as preparing materials and a table in the narthex following each Mass. Kristen described a working spreadsheet to be available on the shared drive for inputting questions and concerns from such events. The group decided to offer individuals the opportunity to leave their names and contact information with feedback should they like to receive a response. A subcommittee will meet prior to February 22nd to provide the team with additional details, suggested questions, and topics of conversation to engage parishioners.

New business

- [PAC Google Drive](#)

Council members expressed difficulty accessing the drive, locating documents within the drive, and confusion in navigating the drive and documents. Kristen offered to assist any members with difficulty accessing or using the drive. She will contact Kathy Heile to ensure all committee members have access to the drive.

- [Email Discussion](#)

Fred presented the committee with an anonymous email from a parishioner with concerns regarding the trajectory of the parish. The Council posed questions of how we can respond to such concerns graciously and generously, and how we can heal and grow as a Parish Family, amidst a season of great change.

Fr. Paul assured the group that his promises remain true: the character of Bellarmine and St. Xavier will remain distinct and unique, and the parish will continue to strive and grow. He expressed how attendance at Bellarmine Masses had declined over the last decade but has steadily been increasing over the last two years. He expressed gratitude and hopefulness for the work that the parish staff and community have done, and continue to do, to become welcoming to more diverse groups. He also reminded the Council of the mission he and the previous pastor received from the Provincial - to better align Bellarmine to the Archdiocese and greater Catholic Church while honoring and celebrating the uniqueness and work of the parish.

- [Assignments for Next Meeting](#)

- 1) Sign up for Conversations with the PAC Mass Time
- 2) PAC Meet and Greet Subcommittee to meet prior to February 22nd to provide team with suggestions and information for event
- 3) Finalize and submit final drafts of all Orientation Binder and Roles and Responsibilities Documents by March 25th - both documents to be voted on for approval next meeting

The closing prayer was led by Fr. Paul

Minutes Respectfully Submitted by Kristen Sundrup, Stand-in Council Secretary
January 31, 2025

[Annual Meeting Schedule:](#)

[January 21, 2026 \(3rd. Wednesday\)](#)
[March 25, 2026 \(4th. Wednesday\)](#)
[May 13, 2026 \(2nd. Wednesday\)](#)
[August 12, 2026 \(2nd. Wednesday\) Welcome New Members](#)