

# Meeting St. Joseph's Parish Pastoral Council

## Minutes – April 8, 2014

---

Meeting: April 8, 2014 at 18:00-20:00

### Attendees

---

Christine Burton (Chair), Andy Boyer (Pastor), Jacqueline Dawson, Dianne Taylor, Chris Adam, Eleanor Rabnett, Joanne Lee, Kathy Crowe, Herman de Souza, René Danis, Phil Spencer, Joe Gauthier

Regrets: Rose Purification, Don Duthie

### Summary

---

- 1) Agenda with additions approved by consensus. Minutes approved by consensus.
- 2) *Operational Update:*
  - a) Welcome to Mark Dallaire who will speak to the HVAC update.
  - b) HVAC: As the steam boiler is in good condition and meets TSSA requirements, a revised proposal will be submitted to replace only the hot water boiler, this will result in a significant reduction of in the estimated cost of replacement.
    - i) **DECISION:** PPC approves for Finance to go ahead with engineering work with Arborus and will make a Secretarial decision re: approval of Arborus' proposal in order to meet our May deadline to post a tender.
  - c) Staffing: Three candidates were interviewed for the position of bookkeeper. Anthony Churko will be starting Monday, April 7, with a 6 month probationary period. An announcement will be made in the Bulletin to welcome him to the Parish.
  - d) Supper Table: Mary Murphy has been building good relationships with donors to the Supper Table and is working to solicit more donations and improve the use of our food reserves. A public posting for the position of a permanent manager for the Supper Table will be posted in early May, with the goal to complete the process by June 30. Chris Adam will lead the hiring process in consultation with the Supper Table Action Committee (STAC), and Dianne Taylor and Eleanor Rabnett from the PPC.
- 3) *New Business:*
  - a) A new grand piano was donated to us for the Parish Hall via Canadian Martyrs. A thank you has been sent.
  - b) STAC's proposal for a coffee house has been approved and will be held the beginning of April. Several proposals have been submitted to PPC for fundraiser opportunities. STAC will be asked to write up a summary for the Bulletin and to indicate where further info can be found.
  - c) PPC Chair Selection Process has been postponed to the May 2014 meeting.
  - d) Volunteer Appreciation Proposal: a reception will be held May 1 in the Church to thank all volunteers in the community for donating their time and talents to the Parish. Cluster reps will notify their respective groups and announcements will be made in the bulletin and after Mass.

Cake will also be served after Mass on the weekend of May 3-4 for those who cannot make the May 1 celebration. Budget is approximately \$120 and PPC will take care of preparations.

- i) **ACTION:** Christine to check logistics and send out call for volunteers to PPC.
- e) Welcome Table Ministry Proposal: postponed to May 2014 meeting.
- f) April bulletin will be written by Phil Spencer.
- g) Elections Piece postponed to May 2014 meeting.
- 4) *Previous Action Items:*
  - a) Auto-debit offering cards are done and available in the Church for Mass.
- 5) *Cluster/Mass Updates:*
  - a) University Mass ends beginning of April, Phil would like several PPC members to attend so that students will have a contact going forward.
- 6) *Finance Committee Update:*
  - a) Meeting night has changed
  - b) Reports are in flux until Anthony catches up but collections seem to be on track and slightly ahead of 2013 levels.

The next regularly scheduled PPC meeting is May 13, 2014.

## **Parish Council Approval**

---

Parish Council minutes approved by consensus on \_\_\_\_\_.

Parish Council Chair  
Christine Burton

Minutes Prepared By  
Jacqueline Dawson