

Meeting St. Joseph's Parish Pastoral Council

Minutes – December 9, 2015, 18:00-20:20

Attendees:

Joanne Lee (*Chair*)

Richard Beaudette (*Pastor*)

Chris Adam (*Exec. Director*)

Jacqueline Dawson (*Vice-chair*)

Patricia Malikail (*Finance Committee Chair*)

Eleanor Rabnett (*5:00 Mass*)

Iyobosa Igbineedion (*9:30 Mass*)

Roshene Lawson (*11:30 Mass*)

Herman de Souza (*Community Building Cluster*)

Walter Hughes (*Faith Formation & Initiation Cluster*)

Angela McCanny (*Secretary/Pastoral Care & Social Justice Cluster*)

Regrets:

Theresa Fournier (*Music Cluster*)

Jenine Figurado (*University Mass*)

Summary:

1. Opening Prayer

2. Approval of Agenda

Moved: Herman de Souza **Seconded:** Patricia Malikail

3. Ratification of Minutes

4. Welcome to new members

5. Operational Update – Chris Adam

5.1 Roof Update

Raymond Roofing completed the work designated in Phase 1 of the roof repair. Both IRC and our maintenance/administrative team have been satisfied with the work. All of the leaks, including those over the organ, have been repaired.

5.2 NAC and on-going hall/church rentals

The NAC orchestra is considering moving their rehearsals to St. Joseph's for the next two years, which could result in an estimated \$40,000 in additional net rental revenue. The parish staff will ensure that all aspects of the deal (parking, scheduling, storage and the payment of fees) are discussed. Staff will work to coordinate the timing of NAC rehearsals with parish activities and with other users/renters of the space.

5.3 Possible accreditation for the Women's Centre

Chris met with the director of the Women's Centre and Calvin Wood, the CEO of the Canadian Accreditation Council in November to explore the possibility of seeking accreditation for the Centre and its possible benefits. More information is expected in early 2016.

6. Finance Committee Report – Patricia Malikail

6.1 Budget

Key items of change from the 2015 Budget:

- \$2000 has been added to the electricity budget in recognition of rising costs.
- The parish and music ministry are being merged into one entity in the budget so the new budget reflects this change.
- There is a new food item of \$2500 for parish hospitality which increases the total food budget line.

Motion: that the 2016 budget be accepted as presented.

Moved: Eleanor Rabnett **Seconded:** Roshene Lawson **Carried.**

6.2 New Finance Committee members

Three new members have joined the Finance Committee: Greg Forestall, Martin Hill and Molly Fitzgerald. Two of three have finance background.

6.3 Stewardship/Roof Campaign

The campaign has done well so far with just short of \$20 000 raised since September. The thermometers have been erected at the back of the church and on the Laurier side of the building. The goal is to reach \$25 000 by the end of 2015.

ACTION: Roshene will assist Patricia in working on crowd funding to raise funds for the roof. Links will connect to the parish website (arrange for a “Donate Here” button to be added), our Facebook page, Instagram, etc.

ACTION: Approach former parishioners to request their contribution to the campaign to make them aware of this once-in-a-generation need and opportunity. Terry Byrne could be contacted for the names of people who were interviewed for the St. Joseph’s book and who have affection for the parish.

7. Old Business

7.1 Elections, recruitment status

- A big thank you to Walter for his work on seeking candidates and arranging for the elections.
- PPC still needs a Treasurer and a Liturgy Cluster Representative.
- There is also need for a Liturgy Cluster Facilitator.

7.2 Refugee Outreach Committee

There has been on-going conversation to understand the scope of the work of the ROC and the possibility of forming an additional parish ministry to support the needs of incoming Syrian refugees in Ottawa.

To this end, the PPC will initiate the planning of an information session in early January for parishioners, which can include:

- Cultural context for the Syrian refugees
- Testimony from recent refugees to better understand their experience
- ROC information about their ministry and plans for the upcoming year
- Discussion about the possibility of forming a new ministry (collection of names, email addresses to connect interested parishioners with each other)
- Discussion about ways in which the parish can help
- Information about existing places where we can contribute (Refugee613, etc.)
- Possible guest speaker: Deborah Tunis, Special Coordinator for Syrian Refugee Settlement

ACTION: Jacqueline will submit a bulletin announcement for this week to advise parishioners that there will be an information session early in the new year. Interested parishioners will be asked to sign up at the Welcome Table.

ACTION: Angela will ask the ROC to approach the “We Thirteen” group to invite their ideas and involvement with planning the Information Session. Joanne will touch base with Ann Cochran, in this regard, as well. Jacqueline will send a note to all PPC members for the same purpose.

ACTION: Determine date for Information Session and begin planning.

7.3 Roles and Responsibilities – Walter on behalf of Stewardship Working Group

Initially, there were facilitators in each cluster to liaise between the cluster ministries and the cluster’s PPC representative. Since each cluster has its own configuration, there has been no single model for the role of the facilitator across all the clusters. To assist in better activating the communication between the clusters and PPC, the Stewardship Working Group proposes to meet with the cluster facilitators to hear their needs.

MOTION: That the Stewardship Working Group be mandated to diagnose issues with the channels of communication between ministries, parishioners and council and report back to council.

Moved: Walter Hughes

Seconded: Eleanor Rabnett

Carried.

ACTION: Herman will make final edits to the Roles and Responsibilities document according to discussion at Nov. 10 meeting.

8. Cluster and Mass Representatives and Committee Updates

- 11:30 Mass (Roshene): Suggestion for a coffee time once a month to socialize
- All Masses: What are we doing for the Syrian refugees?
- Music Ministry: The annual Christmas Concert will be Dec. 20/15 at 3pm with proceeds going to the Supper Table.
- Pastoral Care and Social Justice Cluster: The Supper Table has joined the Good Food Organization program which will allow it to network with other Canadian communities who are working towards a healthy and fair food system.

9. New Business

9.1 Monthly Bulletin Inserts

Council members volunteered to prepare the monthly PPC inserts for the bulletin to appear on the last weekend of the month as follows:

January	Jacqueline
February	Walter
March	Patricia
April	Joanne
May	Angela
June	Herman
July	Iyobosa
August	Theresa
September	Jenine
October	Chris
November	Joanne
December	Roshene

ACTION: Eleanor Rabnett will circulate these dates via email.

10. Closing Prayer

Next Meetings: Tuesday, January 12, 2016.

Parish Council Approval

Parish Council minutes approved by consensus on: January 12, 2016

Parish Council Chair
Joanne Lee

Minutes Prepared By
Angela McCanny