

Meeting St. Joseph's Parish Pastoral Council

Minutes – February 10, 2015, 18:00-20:00

Attendees:

Present: Christine Burton (Chair), Kathy Crowe, Andy Boyer, Chris Adam, Eleanor Rabnett, René Danis, Herman de Souza, Melanie Forget, Phil Spencer, Joanne Lee

Regrets: Jacqueline Dawson, Diane Taylor, Rose Purification, Patricia Malikail

Summary:

- 1) **Agenda - *approved*** with changes by consensus
- 2) **November, December, January Minutes - *approved*** by consensus

3) Operational Update – Report by Chris Adam

Big Soul Project – fundraiser for the Supper Table raise a net amount of \$12,200. Kudos to Terry Byrne who took the lead role in this event. PPC to send a letter of thanks to Terry – Moved by Rene Danis and seconded by Herman de Souza.

Grants: The Women's Centre has applied for a grant worth \$150,000 over the next 5 years – from the Department of Justice and funded through the City of Ottawa to be used for Victims of Trafficking. There would be a 15% Administrative Fee which would be paid to the Parish. This could entail extra work and hours for the accountant. Council members suggested potential partnerships with other NGOs and/or PHD candidates. The Women's Centre will be advised late in March as to the results and Chris will report back to PPC in April.

Roof Repairs Chris reported on the IRC Proposal which would be spread over a 5 year period – this would entail spending only \$100,000 this year and the balance cover what needs to be done now – and would of course be subject to any additional costs later on. Although IRC is the tendering company it was noted that they would have a problem in finding a company that could actually do the work and would in all likelihood have to look in Montreal or Kingston. In response to questions concerning the work needing to be done as soon as possible in filling the whole (interior of church) over the choir area Chris reminded us that no company would go up there, however a scaffolding company will come and setup the scaffolding and church staff would be trained on how to fix it. The cost for this will be \$6,000.to put up the scaffolding and then dismantle it once the hold was fixed. N.B. Chris advised to check with parish insurance company to ensure that the parish is covered for this.

Herman advised that we have a property assessment done.

4) Finance Committee Update from Melanie Forget

The 2015 budget cycle was approved by Finance and will be presented as a Summary at the Parish PPC meeting. An Excel spreadsheet projecting the next 20 years of reserve finances is being created. Melanie noted that the parish needs to start increasing revenues of about \$50,000 each year.

Chris Adam noted that the deficit was below \$30,000 but that we need to remember that the concentration of funding in the church is aging and there will be operational needs arising.

Eleanor Rabnett spoke of the dire need for new computers for many of the staff in order for them to be able to do their jobs, as well as the proper software. There is a need for Microsoft Office to be on all of the computers – currently some of the staff are unable to do their jobs properly because the computers are too slow with some of them actually of no use at all.

Herman de Souza has suggested a “Sustainability Audit” of the parish be done.

Chris Adam spoke of a history of letters received from the Archbishop’s office with regard to concerts and ticket sales being held in sacred spaces (within the Church area). He mentioned that event organizers should not be sending out any news of these to the Friday Fax.

PPC continues to discuss options of having ‘financial equity’ in the church building.

5) New Business

Communications: Explanation of the storage space at the back of the old sanctuary area was given and discussed as was the use of the projector and laptop being used instead of the overheads for music and prayers. Not all of the PPC members were aware of how that came about so we need to increase our communication with each other.

Stewardship – this is to prepare for future capital needs. Various suggestions made such as asking for cheques (actual donation) rather than pledges however this is not always possible; home visits to be made (as they were with the last large fundraising effort of 10-12 years ago. Individual suggestions made to enhance the Supper Table so that the parish financial support could lessen. Question made as to what service or goods we could sell and also to rebuild the parish membership base through evangelical works. .

Bulletin Article: The next article for the bulleting for the month of February will be written by Herman de Souza (Phil will help him with this).

Closing Prayer