

# Meeting St. Joseph's Parish Pastoral Council

## Minutes – September 10, 2013

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Meeting: September 10, 2013 at 18:00-20:00

### Attendees

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Christine Burton (Chair), Andy Boyer, Christopher Adam, Catherine Kilbride, Jacqueline Dawson, Joe Gauthier, Dianne Taylor, Mark Dallaire, Paul Dobranski, Joanne Lee, John Cuddihy

Regrets: Kathy Crowe, Mary-Anne Burke

### Summary

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- 1) Agenda approved with minor edits.
- 2) New Liturgy Cluster Representative, Joanne Lee, was introduced.
- 3) Minutes for the August 2013 meetings approved by consensus with minor edits. Secretarial decisions made during the interim period between August and September 2013 meetings were confirmed.
- 4) New Business:

*One-Mass Proposal with Sacré Coeur:* This will aid in fostering our relationship as two OMI Parishes. We are also looking to have alternative locations for Mass due to upcoming HVAC replacement issues - Oct 27 is a possible date. Logistics are an issue as Sacré Coeur is quite a bit smaller than St. Joe's and we may have to do 2 masses instead of one. The Liturgy Committee will need to get involved to plan the Mass. St. Joe's could provide cookies and treats as a gift. Perhaps St. Joe's can return the favour and invite Sacré Coeur to attend a Mass at St. Joe's later in the year.

- **ACTION:** Christine and the Core Team will finalize the plans for PPC approval.

*Initiative for PPC to write monthly updates in the Bulletin:* these would be 1-2 paragraph inserts on the fourth Sunday of the month, giving updates on PPC business, events, etc. It was noted that lots of effort has gone into organizing the new governance structure and there is a need to continue to have visibility in the Parish, more than just an annual report. Christine will do the first update. There was a question regarding should clusters write their pieces at specific times of the year?

- **ACTION:** Christine to do a schedule and send via email for approval.

*Charism:* Due to the sensitivity of subjects addressed, this discussion moved in camera.

- **ACTION:** St. Joe's must find areas in which it can become more engaged in the diocese activities as a community

*LGBTSA Speaker:* A request was received from the LGBTSA to advertise a specific speaker.

- **DECISION:** It was decided not to approve the request (2 abstentions, 5 noes, and 2 yeses).
- **ACTION:** Catherine Kilbride and Christine Burton will convey PPC decisions to the LGBTSA.

- 5) Previous Action Items:

*Stewardship Initiative:* neither Mary-Anne nor Herman will continue to serve on this initiative. New members and leaders will be needed.

- **ACTION:** Christine to send around doc for comments re: the donation cards, also feedback from the Parish.

International Day will be held on November 17; it will not be one Mass.

Emergency Policy - does PPC need to review this?

- **ACTION:** follow-up discussion on Emergency Policy.

6) *HVAC Update:* 2 quotes for the abatement of the asbestos are in and we are waiting for a third. We still need an estimate for the replacement of the HVAC itself (and not just the boiler). A future decision will need to be discussed and made regarding the best process (i.e. do we replace just the boiler or the entire HVAC system).

- **ACTION:** Chris to a) finish assessment, b) asbestos removal, c) decide (in consultation) as to how we proceed with replacement.
- **ACTION:** Financial decisions regarding the asbestos and design/build vs tender for HVAC. PPC will have to approve secretarially in the coming weeks.
- **ACTION:** Dedicated PPC on November 26 to be scheduled to discuss Budget 2014. Christine to send confirmation email.

7) PPC retreat to move to January 2014.

8) Clusters: Dianne proposed that the Funeral Ministry and Pastoral Visitation should move to the Liturgy Cluster as they are sacraments and not social outreach. The Women's Centre has chosen 8 people for their new Steering Committee.

9) Finance Updates:

*Budget* - staff has begun to draft budgets for each of their respective departments.

*Parking:* reserved spots for staff, volunteers, parishioners, and pre-paid members, are to be made available with stickers to ensure that they have access to the parking lot and to avoid tickets.

Assessment of the Parish's assets is being undertaken by Finance Committee (Greg Lopinski).

Midyear numbers are not yet ready but will be for the October meeting

Roofing quotes in the next two weeks.

Chris will have an initial report for the proposed Parish Hall renovation.

- **ACTION:** Archdiocese dinner to be held Oct 16 - volunteers to attend include: Chris, Christine, Jacqueline, Marsha, Kathy, John, Joanne, Catherine, etc. – PPC will have to decide on attendance as there is a cost associated with the dinner.

10) Successful beginning of new school year with the Church Crawl and the First University Mass (90 participants!). Congrats to Michelle and her team!

11) October 8, 2013 is the next PPC meeting. Dianne cannot attend and sends her regrets in advance.

## Parish Council Approval

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

Parish Council Chair  
Christine Burton

Minutes Prepared By  
Jacqueline Dawson