

St. Joseph's Parish Annual General Meeting

Minutes – June 11, 2014, 19:00-21:00

Attendees:

Approximately 75 parishioners attended

PPC, Finance and Staff Present: Christine Burton (Chair), Andy Boyer (Pastor), Chris Adam, Eleanor Rabnett, Kathy Crowe, René Danis, Jacqueline Dawson, Don Duthie, Dianne Taylor, Herman de Souza, Joanne Lee, Joe Gauthier, Patricia Malikail, Greg Lopinski, Melanie Forget, Marsha Wilson, Mary Murphy, Michelle Miller

Regrets: Phil Spencer, Rose Purification

Summary:

- 1) Benediction Prayer – Pat Kerans
- 2) Introductions, process and adoption of the agenda
DECISION: to adopt the agenda as presented (Jacqueline Dawson, Aaron), approved
- 3) Adoption of the Minutes of the 2013 AGM
DECISION: to approve the minutes of the 2013 AGM (Jacqueline Dawson, David), approved
- 4) Finance Committee Report – Don Duthie and Joe Gauthier

Overall the parish is in good financial health and on track to eliminating the deficit by 2015. Revenue is up slightly, parishioner contributions are showing a slight increase. The 2014 budget process began in September 2013; we are moving to a cluster driven approach, bottom up as opposed to top down. The Supper Table and the Women's Centre continue to be recognized as core business.

The Finance Committee is continually working on a sustainable financial framework for the parish; relevant policies and reporting structure are being implemented to ensure this. Additionally, the parish will be looking into cost saving measures with regards to energy efficiency (IT and networking, photocopying accountability, etc.)

A main concern for 2014 remains the replacement work for the HVAC. Funds will be taken from existing reserves (currently estimated at \$607,600), and will not touch that of the Women's Centre nor that of the Supper Table. Finance Committee will have a plan for fund-raising to replace the reserves we are spending.

This year's expenses also include refurbishing the parish hall and kitchen so as to make it more attractive for rentals. In September 2014, a broader parish hall plan will be presented to PPC. The roof is also a main item on the capital plan to be fixed.

Questions:

- *Why are expenses so high for the parking lot?* The parking lot is managed for OMI Lacombe by the parish. This amount also includes the money we are giving back to OMI as the revenue is split between the two organizations.
- *Why is the amount of parish assets in cash so high?* There is a limit on the amount we can have in investments but also we wanted to have a certain amount set aside for the HVAC work. Now that the numbers are more solid we will look into putting some of the cash into investments.

DECISION: Be it resolved that the Parish agree to the recommendation of the Finance Committee and approve the continued appointment of the auditor for St. Joseph's Parish for 2014. Bouris, Wilson LLP – Motion: Joe Gauthier, Joe, approved.

Thank you to both John Cuddihy as chair and Don Duthie for stepping in as interim chair; Patricia Malikail will be taking over as chair for 2014.

7) Parish Council Report

A) Supper Table Report – Mary Murphy (Manager) and Ashley Brown (Chair of the Supper Table Action Committee)

- Mary was the successful candidate for the competition of Manager of the Supper Table
- Have developed an annual fundraising plan for the Supper Table, which will be uploaded to the website. STAC recognizes that donor fatigue is a real challenge and there is a need to reach out to communities across Ottawa so that the Parish is not overly burdened with funding the Supper Table.
- Plans in place for a community garden and will involve guest participation.
- The Supper Table now has a regular update in the parish bulletin.

DECISION: That the 2013 report of the St. Joseph's Supper Table be accepted (Eleanor Rabnett, Joe Gauthier), approved.

B) Featured ministries

- Presentation from Terry Byrne on the History Committee, whose mandate is to restore, refurbish and capture the history of the parish. Current plans to collect the stories of individuals who served in World War I and II. The Committee will also look into creating 9 banners that will visually depict our history. 2016 is the 160th anniversary of St. Joe's; we will need to start planning at least 1 year ahead of time.
- Larry Martin gave a presentation on the Social Justice Committee, a fairly new group started in the fall of 2013. Have followed a number of varying interests in peace and social justice (including development and peace, poverty, climate change, etc.). There is a need to set a mandate for the group in 2014.

C) Women's Centre Report – Marsha Willson (Manager) and Lorraine McWatty (Chair of the Women's Centre Committee)

- 30th anniversary of the Women's Centre and so some updating has been done to the logo and website. Fundraising continues to do well for the Centre (including their

Fashion Show which had quite a bit of media representation this year). Grateful for the funding from the City of Ottawa; very fortunate as it is such a competitive process. Recognition given to Walmart as they are quite kind in donating many things including clothes, laptops, chairs, as well as monetary gifts.

DECISION: That the 2013 report of the St. Joseph's Women Centre be accepted (Joe Gauthier, Mark Dallaire) approved.

Questions:

- *Will there be a refugee moving into church?* The Refugee Committee is exploring this possibility but the request has not yet been received by PPC.
- *Request for the next election/appointment of the chair or cluster reps be more transparent.* According to the new governance model the selection of the PPC chair is done by the PPC but recent work has been done on this and will be communicated to the parish. Re: election of the cluster/mass reps, will be further discussed over the summer and will be finalised before elections begin in the fall.
- A number of questions focused on the clusters, including making sure that all those active are represented in the PPC report and updating the parish guide to reflect the active committees that make up the various clusters and ministries.
- Relationship with the archdiocese is reasonably good. We've made a point in reaching out and inviting them to events. OMI have indicated support and confidence in parish. We are also quite active in the archdiocese, attending the regular diocesan meetings, etc.

DECISION: That the Parish Pastoral Council 2014 report be accepted (Walter Hughes, John Cuddihy), approved.

7) Closing Remarks: The PPC will take parishioners' suggestions, etc. to the council for discussion in the coming months. Formal recognition was made of our Pastor, Father Andy Boyer, and his commitment of the new model that has brought us to where we are today.

8) Father Andy's comments and closing prayer

9) Motion to adjourn (Don Duthie, Greg Lopinski), approved

Parish Council Approval

Parish Council minutes approved by consensus on _____.

Parish Council Chair

Christine Burton

Minutes Prepared By

Jacqueline Dawson