



St. Joseph's Parish
An inclusive community

St. Joseph's Annual Report

June 17, 2015

St. Joseph's Parish / 174 Wilbrod Street / Ottawa, Ontario



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Pastor's Report

At this AGM, it is time for me to share my reflections upon the last twelve months of my ministry here at St. Joe's. It has been an amazing twelve months and as you can tell by all the reports, it has been another exciting and yet challenging year of ministry as we have aimed to be a church that is all about life.

There are many highlights that will never be seen in these reports, as these are the moments when God has intervened in peoples' lives. I want us to remember that there are things that are seen and there are many things that go unseen; highlights where people who have been healed, whose relationships have been transformed, who in the midst of painful and difficult circumstances have found peace in God. These and much more are the personal highlights of our God at work in and through the local church here at St. Joe's.

I want to encourage you to reflect on the reports you have heard and ask yourself this question: "what has been the highlight for me in the last twelve months in the life of your church?" The great thing about AGM's is that we get a chance to stop, reflect, and thank God for all the ministries and services that are present in and through our Parish community.

This year, as I reflect upon this question, I am also reflecting upon the last five years of ministry. At the end of October, I will conclude my five-year term here at St. Joe's.

Through the last five years, I have seen many changes – some exciting and some very challenging times. But clearly in each and every one of these, we as a Parish community were led by God.

Some of the ministry highlights in the last twelve months have been:

- Spiritual growth and maturity seen in people of all ages – children, young adults, and seniors.
- General increase in church health, finance, attendance, membership, and ministries.
- Upgrading and repairing of the facilities.
- Working with amazing staff and leaders.
- Celebrating sacraments and sharing in funerals.

I continue to be amazed at all what God is doing in and through us here at St. Joe's. I am so aware that it isn't about one person or group – it is about the body of Christ. As you will continue to hear me say, we all have a part to play and I want to thank all of you who have served the kingdom by playing your part throughout the last year and indeed for the last five years.



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It is an honour and a privilege to be your Pastor and to share in ministry with you. It has been a joy to be able to pray for the entire church family, for each and every one of you. I want to thank all of the staff for their dedication to St. Joe's. It is important to know that they served well beyond their job description and expected times.

It has been a privilege to work alongside a great Core Team of Chris and Christine, and with two wonderful councils – the Parish Pastoral Council and the Finance Committee. I personally want to say thank you to the many volunteers who give their time, gifts, and talents. You truly are making a difference with the lives of so many people.

May we all be seeking to live life to the fullest as together we help people meet Jesus, become like Him and impact the world.

Pastor,

Father André Boyer OMI

St. Joseph's Mission Statement

We who choose St. Joseph's Parish are called, as part of the Body of Christ, in the Archdiocese of Ottawa to be:

A **Proclaiming community**, which is a living witness to Christ in the inner city and in partnership with the Oblates of Mary Immaculate, proclaims the Good News to the poor.

A **Welcoming Community** which is gathered together in weakness and strength by the Spirit of Jesus to nurture its faith by sharing the Word and breaking the Bread, remembering and celebrating God's love for us.

A **Discerning Community**, which inspired and led by the Holy Spirit on a journey of Faith, encourages the gifts of individuals to flourish;

A **Ministering Community** which serves the needs of its people and reaches out in solidarity, especially to those who are poor and marginalized in the community at large.



Parish Pastoral Council Report

"I go to prepare a place for you" (John 14:2)

St. Joseph's is probably best known for its extensive outreach and service to the poor and marginalised and for its challenging and nourishing liturgies and support to the faith life of those who come through our doors. Normally then, much of PPC's focus is on priorities that are self-evidently related to these activities.

In 2014, though, our focus was on more mundane issues, including finalising the replacement of our boiler and related HVAC systems, assessment of our roof for potential repairs in 2015, and development of a major and minor capital needs list. While decidedly less 'sexy' than instituting new or expanded programming, this work is very necessary to the ongoing efforts of our parish and our ministries, which need a safe and secure environment in which to fulfill their life-giving service. We are pleased that our HVAC renovation came in on-time and under budget. Once we established 'just the right' temperature setting, last fall and early winter were certainly more comfortable than previous years.

In 2015 we hope to begin work on repairing our often leaky roof. Initial upgrades to the parish hall, parking lot fixes, repairs to the organ, as well as upgrades to our computer network. Other capital projects also lie ahead of us if we are to 'prepare a place' for those who will follow us in this place of worship and service. This will require a major campaign, balancing the need to secure significant additional funds for these projects without reducing current donations to the operating budget, which need to remain stable if we are to continue to function at current levels. This will be an important piece of PPC's work in 2015.

But that's not all that happened in 2014. You will read about many joyful and spirit-led initiatives in the reports of the ministries contained in this report. These ministries are led by generous and talented members of our community, who unselfishly give their time and talent to make St. Joseph's, Ottawa, and the world a better place. We are deeply grateful for these gifts, and with that in mind, PPC instituted an annual volunteer appreciation reception, to be held annually on or near May 1st, the Feast of St. Joseph the Worker and 'May Day', which recognises workers the world over, with goodies provided by PPC and Finance Committee. In its first year, over 75 people attended, and double that in 2015. As we hoped, people had a chance not only to be recognised and thanked for their contributions, but also had a chance to actually put names to some of their fellow volunteers whom they knew only by sight.



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We also held a meeting with staff – a first as far as we know – where staff shared some of their ideas and perspectives on the needs and priorities of the community. It was a frank discussion and we hope it will lead to continuing improvements in our overall direction.

We also continued to work on our governance model. While 'governance' can be a glaze-inducing term on paper, its reality is truly a 'living tree' – it is never 'done,' 'finished,' or 'perfect.' It will continue to evolve to reflect changing needs and expectations. As with all new organisational structures, this evolution and clarification process is more visible and bumpy in what is still genuinely early days. There are still some areas for growth. Notably, we hope the cluster model can become more effective in encouraging greater interaction amongst ministries. In 2014, we worked out the process for electing mass representatives and clarified issues relating to the selection and tenure of the Chairperson. As he settles into his new role, we look forward to laying out for our new Pastor the philosophy and approach to governance at St. Joseph's.

"And you know the way to where I am going." (John 14:4)

PPC has worked to increase the information flow to parishioners and community members, continuing the practice of monthly PPC reports and quarterly Finance Committee reports, offering in-depth discussions on finances prior to the AGM and more ministry reports in the bulletin. But that flow must be a two-way stream. Our direction and our decisions are only as good as your input and support make them. We do not work alone. We need your ideas and your help to implement them. St. Joseph's is a vibrant parish because it is filled with people willing to listen to the call of the Holy Spirit to serve their brothers and sisters. When you are called, we pray that you will say 'yes'.

Respectfully submitted,

Parish Pastoral Council

Fr. Andy Boyer, OMI (Pastor), Christine M. Burton (Chair), Kathy Crowe (Vice-Chair), Melanie Forget (Treasurer), Jacqueline Dawson (Secretary), Rene Danis, Herman de Sousa, Joanne Lee, Rose Purification, Eleanor Rabnett, Phil Spencer, Dianne Taylor



Executive Director's Report

Executive Director: Christopher Adam

From an operational and staffing perspective, 2014 represented a momentous time for our Parish community. I am now heading into my third year as Executive Director, and during this time major infrastructural and capital projects, working towards a balanced budget and fine-tuning our staffing structure were among my key priorities, along with building on St. Joseph's relationship with external partners and organizations.

The Parish at a glance, through numbers

Church attendance averages around 600 for all weekend masses over the year. While our Parish registry includes the names of 1,008 registered, individual parishioners, as a downtown community located next to a major university campus, St. Joseph's continues to have a somewhat transient character, with both students and young professionals attending intermittently and sometimes registering, before moving away. In 2014, we began a process of updating our membership database and of clarifying our cadre of alumni members.

In terms of donations, auto-debit and envelope offerings together continue to comprise the majority of Parish contributions. We currently have 279 parishioners donating through envelopes, 174 contributing through auto-debit, 11 regular Canada Helps contributors, with others present during mass offering cash donations.

Staffing

From a staffing perspective, St. Joseph's as a whole (including the Women's Centre and the Supper Table) employed 11 full-time and 9 part-time staff members in 2014. Of these employees, 5 worked within the Women's Centre, 3 were part of the Pastoral Team, 3 were employed in maintenance, 2 in Parish administration, 2 in the Supper Table and 5 worked part-time front-office shifts. Additionally, both the Supper Table and Women's Centre received grants to employ a part-time summer student, and the Supper Table has been able to also employ an assistant manager, thanks to a Community Foundation of Ottawa grant. In 2014, Mary Murphy also transitioned into the role of Supper Table manager, and has done a commendable job of working within our tight budget and has taken the initiative on a number of fronts, including a community garden.

One of the changes in staffing at St. Joseph's was the reorganization of our front office. In the summer of 2014, several of our long-standing part-time front desk employees left, or reduced their hours at St. Joe's, due to new university commitments. As such, we hired and trained new



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staff, but also eventually moved toward a model of a full-time front office coordinator, as opposed to only part-time employees working shifts. This has had a very positive impact on our ability to offer efficient, clear, and professional services and information, with the full-time staff member, Brandon Rushton, taking real ownership in the front office.

At St. Joseph's, I chair monthly meetings with our team of managers and other staff and we continue to maintain a collegial workplace environment for all.

Our Physical Plant – Accomplishments

The single largest infrastructure investment in the Parish for more than five years was the replacement of one of the two boilers and upgrades to our HVAC system in 2014. Working with engineers from Arborus and specialists from Thompson Boiler Works, as well as with some much-appreciated input from parishioner Mark Dallaire, we moved ahead with a delicate project, which involved tendering in June 2014 and construction/installation from August to December 2014. Our Maintenance Manager, Nick Cacciato, also played an integral role in the process. The project was not without its challenges: in late October, we had to use space heaters in parts of the rectory, to ensure that we were providing the required levels of heat through the building and construction throughout the basement of the building, especially in the Women's Centre, necessitated that staff make special accommodations and be flexible. Marsha Wilson, Director of the Women's Centre, showed great cooperation and flexibility during this period. The bulk of the HVAC project was completed in 2014, but some fine-tuning occurred in early 2015.

Roof Repairs and Replacement

As we wrapped up 2014, the fact that we would have to embark on a second major capital project, just months after completing the HVAC upgrade, became a reality. We have known for some time that our roof—which covers a surface area of 26,310 square feet—would require significant work. In November 2014, however, we had to proceed with \$10,000 of immediate work, in order to address the most problematic leaks in the church, and to avoid falling plaster and debris from some of the structures damaged by water. In late 2014, we also hired an external engineering firm to complete a detailed assessment of the roof's condition. As we moved into 2015, the roof project became the main priority, from a physical plant perspective, and we are now entering a process of tendering.

Building on our Relationships in the Community

In 2014, I placed a special emphasis on building on some of our relationships in the broader community, including with the Archdiocese. Our Parish is actively present at diocesan meetings, and I attend the presbytery meetings of our region, usually along with our Coordinator of Faith Formation, Michelle Miller. Additionally, we have built relationships with the Canadian Catholic Historical Association, with Carleton University's Department of Architecture (which has had an



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interest in studying our heritage structure), as well as with local businesses and potential renters. In fall 2014, I, along with other staff and volunteers at St. Joseph's, sat on the planning committee of a symposium on mining, organized by OMI Lacombe Canada.

Church, Room and Hall Rentals & Parking

The year 2014 saw an upswing in our room and church rental revenues. We now have a handful of groups that rent rooms (other than the parish Hall) from us on a regular basis, thus maximizing the revenues garnered through these spaces, which would otherwise be vacant. Our Music Director, Jamie Loback, has also been doing an excellent job of seeking new choirs and musical ensembles to rent our church.

The parking lot remains an important revenue source, not just for St. Joseph's, but also for OMI Lacombe's Continuing Care Foundation. In 2014, we began renting space to a food truck, thus ensuring that we continue to have regular, consistent revenue from the lot even during the summer months, when there are fewer parkers. We do, however, recognize that there is work to be done in ensuring more effective monitoring of the lot and securing an adequate number of spots for parishioners who are coming to St. Joseph's during the week. The lack of spots on some days has been a source of frustration and in 2015, we are looking at implementing a completely new management system for the lot (by September of this year), which will go a long way in alleviating these problems, and also ensuring good, on-going revenues from parking.



Finance Committee

Contacts: Patricia Malikail, Chair; Melanie Forget, Treasurer

Members: Greg Lopinski (Recorder), Joe Gauthier, Jason Jacques, Andy Boyer, OMI (ex officio); Christine Burton (ex officio) and Chris Adam (ex officio, non-voting)

The Finance Committee is a permanent advisory body to St. Joseph's Parish Council, responsible for ensuring that Parish Council is provided with relevant financial information for its decision-making. The Finance Committee prepares annual budgets for consideration by the Parish Council, in consultation with the Executive Director and other staff as required. The Finance Committee also tracks variances from budget forecasts and alerts Parish Council in a timely manner to any significant deviations from the budget that impacts the Parish's Financial Statues. It also drafts financial policies, assesses and provides independent advice to Parish Council on fundraising proposals, and carries out special reviews or analyses requested by the Chair of the Parish Council or the Executive Director.

Accomplishments

In 2014 the SJC Finance Committee built on work of the previous two years to:

- Establish appropriate policies including a Financial Reporting Policy and ensure compliance with existing policies.
- Build a bottom up budget process (seeking input from staff and ministries) that would result in a balanced operating budget for 2015.
- Support staff salaries to the extent possible - providing a payment in the fall of 2014 of 1% of the 2013 salary amount and ensuring that by January 2015 all full time staff received a living wage. The cost of living increase for Ottawa in 2013 was 1%.

Parish expenses can be considered in three main categories:

- Operating expenses which include staff salaries
- Capital Expenses (e.g. Heating, Ventilation and Cooling-HVAC, roof, building renovations, ramps for accessibility, computers)
- Provision for replenishment of capital expenses including amortization (represents the degree to which an asset is being "used up") of capital assets

In 2014, the Parish was able to balance its operating expenses one year in advance! This was largely achieved by controlling our expenses including eliminating one full-time staff position and carefully watching expenses over which we have control. We did not have control over major increases in costs like electricity and heating. We also continue to have a surplus in our Capital Asset Renewal Reserve which funds major expenses. We completed the installation of a new energy efficient boiler and new pipes and built a new ramp at the front of the church to



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improve wheel chairs access. Thanks to the efforts of staff and parishioners we were successful in fundraising campaigns for the Women's Centre and Supper Table. Staff members were also successful in raising our revenues from hall and room rentals.

Challenges

Our weekly Sunday envelope collection continues a slight downward trend since 2012. Of our approximately 335 donors, almost 300 donate up to \$99 per month. We will therefore need to continue to expand our fundraising sources including hall rentals.

The 2014 budget is not balanced if amortization or depreciation is taken into consideration. Operating budgets that have been presented to the Parish Council for approval by Finance Committee have not included amortization. This means that we have not been building in savings for major projects like the HVAC and roof repairs into our budgets. We have been fortunate that in recent years, a major bequest will enable us to pay for most (but not all) of this work.

Year Ahead

Following up on a suggestion from the 2014 Annual General Meeting, we are investing more of our reserves that are not required for immediate use. These are invested in Government Investment Certificates.

In keeping with our efforts to align our financial policies to the principles of stewardship, Finance Committee has reviewed immediate and long term needs for our church buildings and equipment. We have identified the following priority needs:

- 2015-16 Roof Replacement. Our Capital Asset Reserve has enough funds to begin work. We will need a total of approximately \$450,000 – \$600,000 dollars to complete work.
- 2017-2020 Repairs to our organ (\$120,000) and 10 computers for staff (\$10,000)
- We also wish to plan for 2020-2025 Exterior masonry, foundation work and boiler (\$200,000)

Over this time period we would also like to consider new tables and chairs for the Church Hall. Our plan is to raise funds for the next two years and after that to target annual savings of \$70,000 per year for future needs. Starting in 2016 we will be factoring in depreciation in the annual budgets presented to Parish Council for approval.

Finance Committee will review staff salaries in the autumn of 2015 to determine competitiveness against market rates. Now that we have a balanced operating budget, we would like to look at stable sources of increased income which could enable us to compensate staff better.



St. Joe's Supper Table

Contact: Mary Murphy

Accomplishments

- Last year, we started a community garden which met its goals of providing and outwards sign of the ministry, food for both the Supper Table and Food Bank, and opportunities for guests to volunteer.
- We included guests in our volunteer roster as a regular occurrence and invited guests regularly to volunteer as cooks, kitchen help, servers and gardeners.
- We took on an attitude of friend-raising and in December 2014, we began our partnership with Action Sandy Hill and was part of the planning team for the Winter Festival of 2015.
- Adapted the Food Bank into a 'shopping model' so people could choose what they needed. Partnered with the Mission to initiate the Ottawa Food Providers Networker which has allowed us to purchase food through a collective and reduce costs. It also provides opportunities for networking and other opportunities.
- Developed a weekly communication tool for parishioners to keep them intricately involved in their mission.
- Grew our Facebook likes from 120-360 and updated website.

Challenges

- Ensuring that volunteers are properly trained in food handling, crises intervention and first aid as well as hospitality and the welcoming spirit of the mission.
- Fundraising.
- Providing a long term plan, that is sustainable for volunteers and limited staff.
- Using Twitter to support fundraising efforts through communications.
- Supporting a volunteer driven ministry that finds a balance with limited staff time. This will require some discernment.

Finances

- Last year we came in on budget.
- This year we are on the last year of a three year grant and will be looking to raise \$28,000.00 to maintain a part-time employee.
- The coming year, we will be developing a community kitchen concept, cooking classes and helping people home kitchen.
- We will be expanding our food bank support into the Strathcona Heights community to assist those with limited mobility.



St. Joe's Women's Centre Report

Contact: Marsha Wilson

This year marks the 31st year that St. Joe's Women's Centre has been in operation. With a full year passed since our 30th anniversary, it seems as though so much has evolved. The festivities, events and fundraisers of the past year clearly demonstrated the importance of this landmark year. The 30th anniversary was the theme of both our 2014 fundraisers, the 2014 Inspire & Ignite Fashion Show and the 2014 Quality of Life Awards. The anniversary was also the reason for a special mass and open house that brought in some friendly faces from the past and present. Overall, it was wonderful to reflect on how far the Centre has come since its humble beginnings in 1984.

Moving along in 2015, some interesting new programs and services are coming to fruition in an attempt to tackle the adverse effects of poverty in the Ottawa area. The ways in which we support the women and children who come to the Women's Centre have undergone a few changes and we are excited to highlight the ways in the following pages.

Logo & Website Update

The introduction of the Centre's new logo has been met with excitement and great approval. Everyone seems to enjoy the fresh simplicity of the circle design meant to represent unity, continuity and inclusion. Since updating our letterhead, business cards, brochures and other information materials we have received nothing but positive feedback.

The Women Centre's website, www.stjoeswomenscentre.org, was launched earlier in the year and, that too, has been getting rave reviews. It is quite a bit more user-friendly with distinct tabs which bring the user to a multitude of information pages. An events page has also been added to keep supporters, and anyone who is interested, informed of what is going on with the Women's Centre. There has also been a Virtual Catalogue added which gives supporters a chance to donate money towards specific items and activities.

Again, we would like to thank Laura Datema, Algonquin College Graphic Design Program, for her work on the logo and Senses Innovative Communication & Marketing Solutions Inc. for their work on the website.

Statistics

On a daily basis approximately 50-60 women and children access the Centre. Participants access services such as a self-serve breakfast and hot nutritional lunch, emergency food



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cupboard, clothing program, computer programs, laundry facilities, special events and outings. Women may also come to the Centre in order to receive supportive counselling.

The following statistics reflect the first quarter of this year, January 2015 - April 2015:

- TOTAL VISITS: 4950
- TOTAL AMOUNT OF ABORIGINAL GUESTS: 170
- TOTAL AMOUNT OF NEW GUESTS (FIRST TIME): 55
- TOTAL AMOUNT OF MEALS (Breakfast, lunch & snack): 5130
- TOTAL AMOUNT OF GROCERY HAMPERS: 1422

Breakdown of HAMPER PROGRAM as follows:

- TOTAL AMOUNT OF GROCERY HAMPERS (ADULT SINGLE): 918
- TOTAL AMOUNT OF GROCERY HAMPERS (FAMILY): 504
- TOTAL AMOUNT OF PET FOOD HAMPERS: 48

CHILDRENS PROGRAMMING:

The snack in my pack program is offered on weekly basis and provides healthy school snacks to children in need who are in elementary, junior high or high school. In the four month period of January 2015 to April 2015, we supplied approximately 432 bags of school snacks to families in need.

The Baby Cupboard offers mothers of young children diapers, formula and other infant related items. The majority of the items are supplied by the Ottawa Food Bank. From, January 2015 to April 2015, we served 144 mothers and their children.

Last summer we were able to supply 75 children with back packs filled with school supplies and an additional 10 children with basic supplies, from our Back to School Program.

Statistical Trends

We have seen a slight increase overall possibly due to the closures or downsizing of other social service agencies (ex. 510 Rideau) and/or the new programs we are offering.

As the warmer weather approaches, our numbers will most likely continue to increase.

We have also been keeping track of new women who come to the Centre. We are choosing to do this so we can see what the needs of these women are and adjust our programming accordingly.



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Also, the increase in the Aboriginal population attending the Centre is something we have been keeping track of. The reason for this is to see how we can meet the unique needs of Aboriginal women and their children.

The Pet Cupboard is a new program that we have started this year. With 48 pet food hampers given out already this quarter we have seen the need for this program. The women are very excited that is now an option for them.

There has been a slight increase in the Baby Cupboard seeing our numbers rise from 135 in 2014 to 144 in 2015. This could be, at least partly, due to the rising cost of food and other household goods.

You will notice quite a large increase in the number of participants accessing our School Snack Program (285 in 2014 vs. 432 in 2015). This is due to the fact that we have opened the program up to junior high and high school students when in the past it was only available for those in elementary school.

There has also been an increase in those accessing the Back to School Program (63 in 2013 vs. 75 in 2014). One reason for this is the influx of backpack and school supply donations made by members of the parish and a small group of women organized by Sue Abu-Hakima.

As they often do, our population continues to change and shift. Many of the young children that once accessed our services are now adolescences and new women with young children are beginning to come to the Centre. We will continue to modify our services based on the need of participants we are serving.

2015 City of Ottawa Grant Funding

The 2015 designated City of Ottawa Grant Funding has increased by 1.5% bringing our funding to \$329, 875 for 2015. This funding covers our Core Services (meal program, administration, utilities, insurance and salaries). Our 2014 Operational Expenditures were approximately \$420, 000; therefore, additional funds were required to meet all operating costs. These costs were, and continue to be, met through donations and various fundraising initiatives which will be outlined below.

Other Grant Funding

The Women's Centre received some other funding in the form of both in-kind goods and monetary support this year.



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We applied for, and received, a grant for bus tickets through the City of Ottawa. In early January, we received 668 bus tickets which were used for women and children who were not already getting transportation monies through Ontario Works or the Ontario Disability Support Program. With this support from the city, we were able to cut back on some of our bus ticket costs for the year.

Another grant, also through the City of Ottawa, that we applied for and received was the Small Capital Funding grant. This grant was meant to be used for a particular project that would help to enhance the programs and services that are already being offered at the Centre. The grant monies we received totaled \$7,790 and we used the money to purchase a new table and chairs, a sofa, a loveseat, and lounge chairs in order to replace the old, damaged furniture that we had in the Centre.

Fundraising Initiatives

On Thursday, November 13th, our 15th Annual Quality of Life Awards took place. The guests of honour this year were the dynamic Leanne Cusack of CTV News, the lovely couple Mary and Kent Browne of Royal LePage Team Realty, and the charming Hassa Mirchandani of Bytown Travel. This year, the event returned to the St. Joseph's Parish Hall due to popular demand. The funds raised totaled \$13,000.

The 2015 Inspire & Ignite Fashion Show took place on Thursday, May 7th. Once again, it was a magical evening hosted by the Ottawa Marriott. The fashions were provided from a collection of stores located at the St. Laurent Shopping Centre. Our host for the evening was Erica Wark, the Fashion Guru, who did a wonderful job introducing the celebrity models Mary Browne, Michelle Valberg, Derick Fage, Mary Taggart, Linda Brownrigg, Janet Wilson, Alison Hughes, Julie Beun and Lois Lee. The funds raised totaled \$24,396.

Our next fundraising initiative will take place on Tuesday June 9th. Local Public Eatery, with the help of the Ottawa Police, will host a fundraiser for the Women's Centre called Tips for Cops. The idea is that each server, from a specific section, will be paired up with an Ottawa Police officer and all tips received that night from 5:00 to 9:00 pm will be donated to the Women's Centre. We are excited to see how the evening unfolds.

Strategic Planning

In 2013, a strategic plan was put in place in order to provide a clear path to an even more successful future for St. Joe's Women's Centre. The mission statement, vision and mandate, within the current political priorities, economic opportunities and social trends in the City of Ottawa were all reviewed. The goals identified were to provide the Steering Committee and



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staff a clear directive for the next 5 years. The following are the goals and progress made towards accomplishing the strategic plan:

Goal #1:

Be the employer of first choice for social service professional in hiring, retention and training.

A lot of work has been put into ensuring that the staff of the Women's Centre has the most up-to-date training in areas that are relative to their position. Some examples of training completed are: First Aid/CPR, Applied Suicide Intervention Skills Training (ASIST), Leadership Training, Mental Health First Aid, and more. Also, the Women's Centre has demonstrated good staff retention with the core staff team ranging from 3 to over 20 years of being employed at the Centre. We are confident that, in time, we will reach our goal of becoming the employer of first choice.

Goal #2:

Equip our staff with the tools, equipment and required resources to deliver quality programs.

Along with the training listed above, the staff of St. Joe's Women's Centre has been provided with tools and resources to be used in-house as well as off site. The computer systems are in the process of being switched from our out-dated e-mail server to the Microsoft 360 system. This will ensure more seamless and efficient work will get completed. Also, the staff, both as individuals and as a team, has been attending more meetings and events as a way of supporting our fellow social service agencies, learning more about what other agencies do and increasing our profile in the city.

Goal #3:

Deliver exceptional evidence-based programs and services aligned to mitigate poverty.

We continue to offer the same programs and services as we have in the past but we are tailoring them more to meet the needs of our changing population. Some of the basic needs services we provide are: an emergency food cupboard, a baby cupboard, a toiletry program, a clothing program, laundry and shower facilities, a daily nutritional lunch, a daily self-serve breakfast and a daily snack, our new pet food cupboard, and more. We also are introducing more programs that enable women and children to participate in activities that they may not otherwise have the opportunity to. Some programs and activities are yoga with a certified instructor every other week, monthly community kitchens led by a certified Nutritionist, an Anger Solutions course led by Sandi Harmer, mediation, and many more. These programs, services and activities focus on developing and maintaining good physical, emotional and mental health and supporting people living on a limited income which, in the long and short term, helps mitigate poverty.



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Goal #4:

Generate a solid and sustainable foundation of financial resources to support our work.

In order to generate a solid and sustainable foundation of financial resources the staff of St. Joe's Women's Centre has worked hard to develop and nurture strong partnerships throughout the City of Ottawa. These partnerships truly are a blessing because a part of our financial sustainability is attributed to our loyal supporters. Also, we are dedicated to seeking out and applying for upcoming grants throughout the city in order to cover our operation costs. Finally, we are planning on advocating for a higher than 1.5% increase from the City of Ottawa for next year in hopes of bolstering our existing programs, services and activities and developing new services as the need arises.

It takes support from a community to make the vision of St. Joe's Women's Centre a reality. From major corporate and individual gifts to pennies from school children, every donation counts toward the vision of a safe and caring, "home away from home". From the women and children that access our services and the staff that work tirelessly to provide them we would like to extend a whole hearted thank you to all of our supporters, thus far, in 2015:

Amika Mobile	Price Waterhouse Cooper
Armstrong Monitoring	PwC
Arranmore Holdings Inc.	RBC Royal Bank
Bon Appetit Ottawa	Rent Frock Repeat
Brookfield Soundvest Capital Management Ltd.	Royal LePage Shelter Foundation
Bytown Catering	RTG Special Events
Catholic Women's League	Scrivens Insurance and Investment Solutions
Cielo Print Inc.	Sirius Financial
Cleo	St. Joseph's Parish
Derek Howe	St. Laurent Shopping Centre
Domicile	The Westin Ottawa
Jeff & Colleen Westeinde	Thyme & Again Cathering
Milestone Environmental Contracting Inc.	Valberg Imaging
Mondeau Showroom	Walmart
Oblates of Mary Immaculate (Lacombe Province)	Windmill Development
Ottawa Marriott Hotel	And many more...



Community Building Cluster

Communications Ministry

Contacts: Michelle Miller, Mary Murphy, and Brandon Rushton

Accomplishments

A. Bulletin:

- The Bulletin continues to be published weekly as a means of both general communication as well as a faith formation tool. The bulletin is available each weekend after all Masses, emailed to over 250 individuals each week, published on our parish website each Saturday, and mailed to those parishioners who can no longer attend Mass.

B. Website:

- The Website is used as a tool for people to get information about St. Joe's. It provides a platform to register for marriage prep, baptism preparation and various one-time events. Parish documents are intended to be readily available and the Liturgy Calendar is used as a tool to provide a common place for liturgical ministries to collaborate and communicate. The bulletin, reflections and other parish ministry updates can also be found on the site.
- Paypal is now a possibility for connection for parish activities through the website. Events have been paid for through this feature.

C. Facebook:

- Our Facebook page had 362 "likes" as of May, 2015. The Facebook page featured prayer, news from the Vatican and other church sources, social justice interests, and parish events. Facebook became a feature of our websites front page to offer current news and parish updates.

Challenges

A. Bulletin:



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- The Bulletin has continued to circulate with little trouble, there are continuous internal technological challenges concerning program updates and compatibility. Resolutions to these challenges are being looked into on a constant basis.

B. Website:

- While there is nothing wrong with the Website itself, a more collaborative interface would be preferable. New parish software and interfaces, that would allow users (parishioners) to get more use out of the online feature, are currently being researched. The addition of a blog is also being discussed.
- The online calendar presently listed on the website is rarely updated.

C. Facebook:

- The main challenge of our Facebook page is to create original material that reflects and promotes the mission of the community, and which continues to support and reach out to members who have moved away (growing an internet faith connection of support, prayer and mission) or are intrigued through Facebook connections.
- Most of the content is from shared sources, with little being originated from parish activities or created for the purpose of expressing the parish mission. A more interesting approach would be the ability to create our own images, memes and messages that reflect the diversity of our various ministries and express the mission to inspire and encourage the community here and abroad.
- It would be beneficial to create a team to reflect, discern, create and manage the content. A staff person needs to be involved, but a team of people interested in community building, mission, and the possibility of an on line community needs to be there to help develop, deepen, and explore the ways we can be missionary on and through the internet.

Finances

It would be advantageous to budget in the future for website development and production.

Year Ahead

A. Bulletin:

- The current Bulletin editor is the Coordinator of Faith Formation. There is exploration as to the increased role of the parish office staff in coordinating or assisting with the bulletin production.



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B. Website:

- As previously stated, new software concerning St. Joseph's online presence is currently being researched. This will continue until a proposal is completed.
- Discussion about possibly adding a blog page to the St. Joseph's website has taken place over the past few months. A bi-weekly or monthly blog has the potential to mirror the Bulletin, but would also focus on events and changes taking place in the Parish as well as provide a singular voice for the Parish.
- Ensure that the website is compatible to mobile devices

C. Facebook:

- A goal for the upcoming year is to simply share more through the Facebook page and widen the range of content. It is important to the Parish to continuously share relevant community events, announce the death of parishioner sacraments (Births, Baptisms, First Communion, Deaths), highlight parishioners and their successes, post photos and commentary for seasonal liturgical designs, provide music clips from our music ministry, include prayers, and to focus on the diasporas of our St. Joseph's Family since many have moved away and this is a way to connect virtually.
- It would be beneficial to create a team to reflect, discern, create and manage the content. A staff person needs to be involved, but a team of people interested in community building, mission, and the possibility of an on line community needs to be there to help develop, deepen, and explore the ways we can missionary on and through the internet. The creation of such a team is being looking into.
- The Parish also has Twitter and Flickr accounts which are inactive. It would be beneficial to use the other social media functions on a more consistent basis.
- It would be beneficial for the Parish to invest in Hootsuite or to use a free service to manage all of the communications – which would also link into the Supper Table and Women's Centre Communication tools ensuring that we can support our events, activities and messaging effectively.



History Committee

Contact: Terry Byrne

Accomplishments

The History Committee organized a Pot Luck and Variety Show on April 5th. The focus was to bring parishioners together for a meal and an evening of entertainment in which several parishioners displayed their talents. A skit about the early Oblates, written by Terry Byrne and performed by Tom Taylor, Walter Hughes and Cynthia Taylor and directed by Tom Taylor and Kathleen Allen was the primary historical focus of the evening. Just over \$600 was raised for the Supper Table.

Year Ahead

This committee is still looking for photos and artifacts related to St. Joes and its parishioners. If you have any you wish to share, please contact TerryByrne@sympatico.ca.

Marriage Ministry

Contact: Michelle Miller

Highlights

Marriage Preparation Program:

- We welcome participant couples who are registered and attend St. Joe's, as well as those who are not. The St. Joe's Marriage Prep program currently consists of a full Sat/Sun weekend course, completion of the "Saying I Do" workbook as well as the FOCCUS online pre-marital inventory and facilitation process.
- The Spring 2014 session had 24 couples (only one of the 7 couples married at St. Joe's were parishioners) and the Fall 2014 session had 16 couples (1 couple was married at St. Joe's but none were parishioners). Most of these couples are young adults and this offers an opportunity for a fruitful "faith intersection."
- In 2014, we added another FOCCUS trained facilitator and lost one FOCCUS facilitator couple due to relocation.



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Weddings:

- During 2014, there were 11 weddings at St. Joe's. The majority of these couples are not parishioners nor are they affiliated with any faith community at this time.
- We continue to update "The Wedding Guide" which is found on our website and answers most of the initial questions that come up as couples search for a Church and paperwork requirements.
- A few couples register with the parish for the first time during this process and are excited to find a faith home. Again, most are young adults and this is an important moment of welcome and hospitality.

Challenges

Marriage Preparation Program:

- Looking at the big picture, it is hard to decide how to best prepare couples for marriage. By the time they sign-up for Marriage Prep, most have put down many deposits and have completed major planning. Using the engagement period as a true discernment time is often a challenge.
- We need 1-2 more trained FOCCUS facilitators or facilitator couples.
- The workbook that we have been using is being discontinued. We will be evaluating other resources.

Weddings:

- It would be helpful to train and develop a Wedding Coordinator program that assists the couple on their wedding day and represents the parish and facility for these events.

Year Ahead

- A new FOCCUS facilitator is presently being trained. One weekend facilitator couple decided it was time to finish their involvement with this ministry after many years and another parish couple joined the team.
- The archdiocese is piloting a new program in summer 2015.



Resource Library

Ministry Contact: Elizabeth Behrens

Highlights

Through a steady stream of donations, 239 books and audio/visual items were added to the Resource Library in 2014, on a wide range of religious topics, for a total collection of 1,643 books and 82 cassettes, CDs, DVDs and videocassettes.

Circulation stood at 34 book loans, along with an additional approximate use of 66 titles in-house. With shelving space becoming tight in the Resource Library, the audio/visual collection was moved in the summer, to a bookcase in the adjacent Oblate Lounge.

The Resource Library space continued to be also used regularly for student study and Parish meetings.

Efforts to increase awareness and use of the collection were promoted through: inclusion of the Resource Library author, title and subject catalogues on the Parish webpage, participation in the Parish 2014 fall fair and weekly submissions in the Parish Bulletin.

Finances

The sole 2014 expenditure was the purchase of additional bookends, with no further costs anticipated in the current year.

Welcome Ministry

Contact: Maria Virjee

Highlights/Established Practices

- Greeters at the doors at all three Masses
- Welcome Desks at all three Masses to provide information to newcomers, visitors, and parishioners
- New parishioners who have filled in a Registration Sheet receive a welcoming letter This welcoming letter is followed up by personal contact – initial meeting over coffee, opportunities to ask questions about St. Joe's, meeting other parishioners over a relaxed meal at somebody's home



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- Keeping statistics on numbers of registration sheets, welcoming letters, successful follow-up meetings, welcoming dinners, and parishioners involved at those dinners
- Guest book entries are followed by email and some new members join the parish by this route

Challenges

- Ensuring adequate numbers of regular greeters at all three Masses
- Ensuring adequate rotation of volunteer presence at Welcome Desk
- Intensifying personal greeting in the pews by greeters
- Recruiting more parishioners to help with welcoming letters and personal follow-up
- Raise awareness among established parishioners to look beyond their usual circle of friends to include newcomers and visitors

Finances

No parish funds used so far for hospitality expenses, and there is no plan of doing so in the foreseeable future.

In March 2014, Chris Adam and Maria Virjee decided it was quicker to have Maria mail the welcome letters herself, rather than taking them to the Front Desk for mailing. Maria received \$100 to buy stamps. Letterhead and envelopes are provided by the parish.

Year Ahead

There are no hard and fast dates and/or numbers for this Ministry. The **Challenges** give a good idea of what continuous efforts are required to keep this Ministry functioning effectively.

Figures

Welcome letters sent:	23
Successful follow-up (meeting over coffee = closer personal contact):	5
Number of welcoming meals:	2
Number of new parishioners at welcoming meals:	5
Number of welcoming parishioners at meals:	10



Young Adult Ministry

Contact: Michelle Miller

Highlights

University Mass – 7pm Sundays:

- The University 7pm Mass continues to grow. Young adults perform all the liturgical functions including the choir. The music is definitely a highlight of this liturgy. We average between 70-90 participants each week.
- Many parishioners bake cookies for after-Mass hospitality which is a wonderful sign of our hospitality and welcome for these young adults.
- Monthly pizza night after Mass is a big hit and a lot of fun.
- In September 2014, young adults began a monthly service project to meet after the University Mass and cook a meal for the Supper Table. This has been great endeavor.
- There is now a young adult representative of the 7pm Mass that sits on the Parish Council.

General Young Adult Ministry:

- Young adults are involved in many parish activities and ministries. Supper Table, Refugee Outreach, History Committee, Liturgy, Music, LGBT, 1st Communion, Children's Liturgy of the Word, Spiritual Seekers, Men's Circle, to name a few. Our goal in St. Joe's YAM is to both program for and with young adults as well as assist in integrating them into the life of the parish.
- Young Adult Ministry Planning (YAMP) meetings were held throughout 2014 for planning and evaluation of programs.
- Young adults continue to gather throughout the year for a monthly brunch after the 11:30am Mass. Attendance ranges from 15-30.
- Young adults gathered for a retreat during Lent 2014.
- Young adults hosted an Easter dinner in honour of all the young adults who were Baptized, Confirmed or who joined the Catholic Church. This included an amazing dinner, party games and prizes as well as dancing. Lighting and DJ services were provided by another young adult.
- Over 25 local churches were involved with the 2nd annual U of O Church Crawl. St. Joe's was part of the planning team and was one of the "destination" churches on the crawl. Over 150 students from various faith backgrounds participated.
- Students and other young adults hosted a free Welcome Back BBQ on the lawn of the parish for new and returning students during Welcome Week.
- A student weekly Campus Rosary was hosted at the parish each week in the Church.



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- Programming continued for student teachers and included teacher-parishioners sharing their faith journey in the midst of their profession.
- The “not-so-young” adults (25-35ish) hosted a dinner.
- Young adults hosted a curling and dinner evening in winter.
- A group of young adults went on a spring hike in Gatineau Park.
- In an effort to continue to link to our Oblate charism, young adults participated in the Waupoos Family Farm Clean Up days in the spring and fall of 2014.
- Young adults who do not have family in the area gathered together for a traditional Thanksgiving Dinner at the parish on Thanksgiving weekend. There was also a reception for these types of young adults in between the Christmas Eve Masses.
- Parish meeting rooms were made available each day during Study Weeks at the University. This is a joint project with the Christian Reformed chaplain who rents an office in the parish.
- Michelle Miller sends out a weekly email to over 400 young adults, which includes information on young adult activities, parish activities, and a “Faith Formation” section that encourages young adult spiritual growth.
- The St. Joes Young Adult Facebook page continues.

Challenges

- We continue to pay attention to what is “organic” at St. Joe’s and how to best serve the young adult community that is ever-changing.
- We would like to look for more opportunities to create a stronger sense of community as well as opportunities to interact more with the Sandy Hill community.

Finances

- Most of our programming attempts to pay for itself or at least to off-set some of the expenses.

Year Ahead

- Walking retreat in Jaques Cartier Park
- Starting a monthly women's reflection evening.
- Continuing the monthly cooking for the Supper Table. During the summer this will be moved from after the 7pm University Mass to be after the 11:30am morning Mass.
- Continuing the monthly young adult brunch after the 11:30am Mass.
- Young adult delegates to attend World Youth Day 2016 in Poland with other young adults from Oblate parishes



Faith Formation and Initiation Cluster

The Faith Formation and Initiation (FFI) Cluster is comprised of ministries and groups that support the initiation and nurturing of the faith life of St. Joe's parishioners. A short description of the FFI ministries and groups can be found on the parish website under publications/parish guidebook. While the cluster ministries did not meet during 2014, the ministries' activities continued faithfully throughout the year thanks to the dedication and generosity of their volunteers. A number of ministry leads have indicated that participation beyond the facilitation of their individual ministry, such as attending additional meetings, would be difficult. Reports of activities for 2014 from a number of the FFI cluster are included below.

The ends of term for the FFI cluster representative on Parish Pastoral Council (PPC) and for the cluster facilitator were extended from November 2014 to June 2015. A new PPC representative will need to be indentified for the next term (2015-2017). The search for a new representative was done through recruitment from the cluster ministries; however, the volunteer base in each of these ministries is relatively small and, as noted above, these volunteers find that they have time only to dedicate to their ministry activities. It was encouraging that a number of these individuals indicated that although the time is not right for them now, that they may be open to considering participation on PPC in a future term. Recruitment has begun in the wider parish community, by individual approach and general appeal in the parish bulletin. A new PPC representative has not yet been identified. The Cluster facilitator is open to accepting a second term.

1st Communion/1st Reconciliation Ministry

Ministry Contact: **Michelle Miller**

Highlights

- In 2014 we welcomed 8 children to the Table of the Eucharist on the 2nd Sunday of Easter as well as 2 additional children at another times during 2014.
- The group formation consisted of the children and their 2 young adult catechists meeting for 9 weekly sessions. The parents also met at the same time to share the joys and challenges of raising children in faith. We utilize the "We Share in the Eucharist" booklet which is home based and expects weekly home sessions with parents and



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children. We have seen the benefit of this and families have also appreciated the structure and encouragement of home participation.

- Each week a different family brings snacks for after Mass. Each week a parent also serves as the facilitator for the parent sessions.
- During these months, each family was encouraged to invite Fr. Andy to their home for dinner.
- On Sundays, the children who were interested were matched up with a Eucharistic Minister to help with communion at the 9:30am Mass as part of their preparation.
- The Family retreat was held closer to the ceremony date and included prayer, sharing, a tour of the Church and baking the Eucharistic bread to be used at the 1st Communion ceremony.
- As a sign of thanksgiving the children decorated and filled bags with toiletries and small items for the Women's Centre which were brought up during the presentation of gifts at the 1st Communion ceremony. The children were encouraged to use their own money and to help decide what to buy for the women and children who use the Centre.
- For 1st Reconciliation, we used the booklet "We celebrate Reconciliation" for preparation and began the process in the Fall of 2014 at the request of parents. The children and parents worked through the 5 chapters at home each week and we gathered on a Saturday morning for prayer, reflection with celebrating the Sacrament of Reconciliation with Fr. Andy and one additional priest. Parents are also encouraged to celebrate that Sacrament of Reconciliation as a way to model the importance of a life-long faith journey.

Challenges

Parents could always use more time to share experiences and wisdom. The time between the morning Masses is optimal yet constricting, especially when the 9:30am Mass runs long.

Finances

Nothing to report. These ministries "pay for themselves"



Adult Initiation Ministry – RCIA

Ministry Contact: Michèle Babin

Accomplishments

Adult Initiation Ministry offers us moments of transformation, including the opportunity to experience God together with inquirers, candidates and catechumens. Over the last year the RCIA team met regularly with men and women who brought different experiences and questions to the process of developing a faith-filled Christian commitment. Some of these were spiritual seekers and some were looking to better understand their connection to the Catholic faith. The RCIA team, with support from those who prepare reflections at mass, peers and sponsors, journeyed with these adults as they learned, discerned and grew in their faith.

At the Easter Vigil 2014 and over the course of the Easter Season, we celebrated three adult baptisms, three confirmations, one adult receiving confirmation and first communion and another celebrating her entry into the Catholic Church.

Starting in autumn of 2014, candidates for initiation were instructed primarily using the book, believing in Jesus: A Popular Overview of the Catholic Faith, supplemented by articles from the Franciscan Press, weekly reflection on the Sunday Mass readings, and other opportunities to share with and learn from members of the St. Joseph's community. Given that the new candidates were all young adults, we strove to integrate them into the young adult community as well as the parish as a whole.

Challenges

We continue to work to better communicate that entry into the inquiry and initiation process is something that can happen any time of the year.

Finances

No allotted budget in 2014. A small amount is needed for team training, baptism candles, and related items.

Year Ahead

Preparation for Christian Initiation is a year round Ministry, and baptismal participants are encouraged to spend a year or more preparing for the Rites, often celebrated at Easter Vigil and during the Easter Season. Candidates who come to us already formed in the Christian way will often have a unique journey and can be welcomed into the Catholic Church throughout the year. Volunteers who participate in the Ministry may choose to be involved on a weekly, bi-



weekly, monthly, or occasional basis. Educational resources used for Initiation Ministry may vary year to year.

Christian Meditation Ministry (Mondays 9:30am)

Contact: George Martin and Rosemarie Morris

Accomplishments

- Provided directed period of meditation based on the teachings of Fr. John Main o.s.b. and Fr. Laurence Freeman o.s.b.
- Meditation time was conducted every Monday morning at 9:30am from January to December (except for statutory and church holidays when the St Joseph's Parish and office were closed).
- All are welcome regardless of religious affiliation.
- The ministry supports the parish in its welcoming, inclusiveness, ecumenical and spiritual development initiatives.

Finances

- The meditation group has operated without need of financial resources.

A quiet meeting place with table and chairs, a portable CD player, votive candles, storage space and very occasional access to photocopy facilities meet the group's requirements.

Year Ahead

Plans for the coming year are to continue providing the meditation period on Monday mornings at 9:30am throughout the year.



Infant Baptism Ministry

Contacts: Kathy Crowe and Kirsty Olivier

Accomplishments

Preparation sessions continue to be held over a three-week period on Saturday mornings using the David Wells video series. The numbers of families registering for the sessions were large again this year. Although an attempt was made to limit them to 6 families per session, the baptism preparation team received requests to accept additional families and agreed to accommodate these requests.

An additional feature was added to the preparation sessions in response to a larger than usual number of requests for baptism of non-infant children (between 1 year and 6 years). The baptism team saw the need to expand the preparation sessions to include these older children in a more meaningful way. Therefore these children participated in a more age appropriate session which was loosely based around an online resource - the "Baptism Colouring Book" <https://reverendally.wordpress.com/baptism/> in combination with the following print resources, "Tell me About Baptism" by Stephen Elkins and "Jesus Blesses the Children" from Arch books. The older siblings of infants preparing for baptism were also welcomed to participate in these sessions. The response from both the children and their parents was positive and we look forward to continue offering these sessions as needed.

The Numbers:

- 2 baptism preparation series were offered to 15 families - of special note: 2 of these families participated during the pregnancy. A third scheduled session was cancelled because there were no registrants.
- 21 Families presented their children for baptism - 6 of these families had participated in baptism preparation series previously with an older child and chose not to repeat the sessions
- 25 infants and children were prepared for baptism
 - 23 of these children were baptized at St. Joe's - 18 of these were infants and 7 were aged 3.5 - 6.5 years
 - 2 families attended baptism preparation sessions at St. Joe's but the children were baptized in parishes outside of Ottawa.

The baptism team is very grateful for the assistance of a number of young adults who provided their assistance on several of the baptism Sundays.



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A suggested donation of \$25.00 is requested of families whose children are baptized. These donations help to cover the cost of the baptism candles and print resources that are provided to the families. Of course the donation is not mandatory. A parishioner hand-crafts the baptismal candles at cost - his time is donated.

If ever the budget would allow, having an additional copy (copies) of the David Wells series would be very helpful for families who have to miss sessions or who want to do a review, at home, segments from the group sessions. Parents who request baptism for their infant/young child may choose to not attend baptism preparation sessions if they had previously attended for their first child's baptism. The David Wells series could serve as a helpful review for them.

Year Ahead

- Three preparation series, Baptism and anointing dates are scheduled for 2015 and posted on the parish website.
- A note has been added to the information on the website that space in the preparation sessions is limited.

Males Spirituality Open Circle

Contact: David Perry

Highlights

The monthly Circle brings together men from all ages (usually between ages 18-78) for expressing and exploring the inner journey. The Circle completed its 3rd year in 2014. It is attended by about 24 men, though usually 10-12 per occasion. It's a mix of men from St. Joe's and beyond; and about a third of the Circle are young adults from St. Joe's. We often meet at St. Joe's.

The Men's Circle weaves together drumming, silence, sharing, nature (when possible), and contemplation.

- In the past year or so we've connected with Waupoos Farm (an Oblate sponsored property near the Ottawa airport) and when the weather is suitable – we gather there for nature walks and the benefits of hosting the circle outdoors as well as around a fire.
- Our website is www.malespirituality.ca



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- In 2014, we added a separate monthly gathering for young adult men of St. Joe's. This combines a dinner, prayer and reflection on the Sunday readings, and social time. It's an open house that students and other young adults can drop into as their schedules allow.
- We're also connected to Illuman, the International body that supports what is called Mens Work in the vein started by Fr. Richard Rohr. OMI. They are at www.illumina.org. They sponsor Men's Rites of Passage in several countries around the world. In the past year or so, 3 St. Joe's men travelled to various US locations to make their Men's Rites.

Year Ahead

We would like to increase our outdoor exposure; more wilderness wanderings. As well we'd like to expand our invitation to men across the city.

Oblate Associates Ministry

Contact: Erin Ryan

Accomplishments

In 2014, the Provincial Council of OMI Lacombe Canada approved the establishment of a formal process whereby lay people who have been journeying with the Oblates of Mary Immaculate over the years and share in the OMI charisma and values can make a formal commitment as Oblate Associates of the Lacombe Province. In the past there were District Associate groups but none were recognized at the Provincial level.

- Two members of St. Joseph's Parish were among the initial group of six from the Ontario District who made their one-year commitment in October; two more from our parish made their commitment in December. One more who has been affiliated with the group for the past two years is preparing to make a formal commitment later this year.
- One of the two Ontario District Co-Animators of the Associates is from this parish.
- A series of formation sessions started in February.

Challenges

Our challenge is to identify people who might become Associates in the future and in this way help to make St. Joe's a collective witness of the Oblate charism in the diocese.



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Many St. Joe's parishioners have been actively involved with the Oblates over their long history in the community. This may have been through MAMI, participation in the various ministries within the parish, volunteering at the Supper Table, the Women's Centre, Wapoos, Galilee, and in many other ministries. Association is a little different. Associates are men and women who recognize a Spirit-initiated call to the Oblate charism, based in the life of St. Eugene de Mazenod, to live in intentional relationship with the Province of OMI Lacombe Canada.

Year Ahead

- Continue monthly meetings, formation, participation in Oblate retreats and, gatherings with Associates from Canadian Martyrs parish and the Arnprior area.
- Cooperate in the work of the Oblates to serve the poor and marginalized through Parish, Mission Centre, Justice Peace, and Integrity of Creation (JPIC) and other activities.

Scripture Studies Ministry

Contact: Pamela Dixon

Accomplishments

Scripture study is an open faith sharing opportunity meant to encourage faith formation by exploring, discussing, and learning about scripture and the liturgical importance of specific text (hopefully during the appropriate Year). We also explore alternative forms of prayer by engaging in conversation or group prayer in a supportive environment

- Winter 2014 (January – March) Old Testament study of Isaiah
- Fall 2014 (September – October) New Testament study of 2 Corinthians

Challenges

There are many questions about context and how the scripture reference may have impact in today's understanding – we try to overcome this by sourcing several other commentaries or books which may offer additional insight to the specific topic/concern.

What am I going to do about this new found knowledge of Scripture? We continually reflect on what we understand from the scripture study and how this impacts our Christian/Catholic life. As we continue to share our understanding, realizations and truths, we discern the path we are called to take as Christians today.



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This ministry was formed to rotate between Canadian Martyrs and St. Joseph's, however the last two years we have been unable to find a leader from St. Joe's who could assist in co-hosting the Scripture Study group at St. Joe's. We continue to engage St. Joe's parishioners to join the study group via bulletin announcements (or Friday Fax) and ask those who participate from St. Joe's if they could recommend someone we could approach to be a co-leader there. We pray that we will once again be able to rotate between Canadian Martyrs and St. Joe's and look for opportunities to encourage leaders from St. Joe's.

Cost of sessions – participants pay for their own books – however we may have less participation than anticipated. We are reaching out to surrounding Oblate parishes (i.e. Arnprior) that have been using Little Rock Scripture Study as they may have some extra books we can use/borrow/buy cheaper and borrow the study guide DVD. We have recently begun discussions with the group out in Arnprior.

Finances

2015 – The Scripture Study group asked to be included in Canadian Martyrs 2015 budget. Pending decision, costs of the sessions are covered by the participants. The only cost is the purchase of books and DVD from Little Rock Scripture Study Group (in US).

Year Ahead

- Winter 2015 – Jan –Mar – First session of two part series studying the Psalms. Participants discussed several Royal Psalms, Lament Psalms and Psalms of Declarative Praise – we hope to finish this series in Winter 2016 (Jan 2016)
- Fall 2015 – Sept – Nov – Discussion and study of the Gospel according to Luke – this session was postponed so we could explore several workshops to discuss the new GIRM and 50th anniversary of Vatican II.

Spiritual Seekers

Contact: David Perry

Highlights

The Spiritual Seekers Series is a mini-retreat experience, every month – usually the second Saturday, from 9:30am – 12:30pm. Our normal location is St Joe's Parish Hall. The sessions provide an opportunity for learning and awareness through a "teaching" as well as a communal experience of silence, contemplative prayer, and small and large group discussion. A shared meal closes out each session for those who wish to stay. Most of our learning's are through



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DVD presentations from the teachings and reflections of Fr. Richard Rohr, OFM, but may include others. Each session explores new pathways to identity and freedom in the mystery of God, inviting awakening to our Christ-Self. Our language is Christian, but we see it as complementary and noncompetitive with seekers on all paths.

- An ongoing lending library of related materials (DVD, CD, and books) is available each month.
- There are about 45 Seekers, about half are from St Joe's. For a particular session, about 25 attend.
- We have started offering child-care during our sessions.

Finances

A free-will offering is taken each month to cover the costs of refreshments, the ever-growing lending library, and child-care.



Liturgy Cluster

Contacts: Cynthia Taylor and Joanne Lee

Again in 2014 the legion of volunteers in this Cluster dedicated best efforts to the wide range of supporting activities that are so important to the vibrancy and inspiration of the liturgical life of the Parish. The work of the fifteen ministries ranges from the practical through the organizational to the artistic. Just as examples, the Altar Service Ministry launders all the altar linens weekly. The volunteers in the Counters Ministry count and record the monies received each Mass, and make copies of donations made to the Women's Centre, Supper Table and other funding initiatives such as the Nepal Earthquake Fund. The persons involved in the Lector Ministry proclaim the Word of God during regularly scheduled services every weekend throughout the year and for the special services during the Christmas and Lenten season.

The succession planning concern noted in last year's report was addressed when a new facilitator, Cynthia Taylor, was chosen at a meeting of representatives from all ministries held at the end of the year. That good news offset the sadness of saying goodbye to Louise Lafond who had been the Cluster Co-ordinator since inception. Louise had reached the point where she simply could not balance competing commitments. However we count on still seeing her around: she is continuing her work with Young Lectors and is the point person at the 9:30 Mass for the wonderful new projector.

As far as the next year is concerned, Ministries in the Cluster will continue to carry out their work with very small demands on Parish Funds. Attracting sufficient volunteers will continue to be a mission for many of the Ministries. And the Cluster has set itself the overall objective of establishing mechanisms and dialogue opportunities to improve cluster co-ordination.

Altar Service Ministry

Contact: Gail Hillier

Members of this Ministry wash linens weekly as needed, including purifications, corporals and altar cloths.



Finances

The Ministry could use \$50 in 2015 for new materials.

Bread Baking Ministry

Contact: Clara Nasello

Accomplishments

- We have 17 bread bakers – Five new bakers joined in October. They make bread for the Eucharist two or three times during the year.
- Petra Nortier hosted a tea party at the end of February to demonstrate how to make the bread.

Finances

Each person purchases the flour and honey needed for the year.

Year Ahead

Every October I send them an email to see if they wish to continue in this ministry. I would hope that the ministry would continue.

Eucharistic Ministers

Contact: Tom Okrainec

Challenges

Parking problems make it especially important for Eucharistic ministers to arrive 10-15 minutes before the Mass start time.



Family Ministry and Children's Liturgy

Contact: Erin Patrick Anderson

Challenges

Its main challenge remains maintaining the volunteer base – especially once the student teachers return home/finish their schooling at the University of Ottawa.

Finance

The Ministry will order the handouts in July for the coming year, which requires a very small amount of funding.

Year Ahead

There will be a volunteer training session in the fall and hopefully more family activities during the year.

Lectors

Contact: Walter Hughes

In June 2013, at a general meeting for lectors, the ministry was re-organized with a greater sharing of responsibilities. In the absence of an overall coordinator, seven volunteers take up the leadership of the ministry. There are lector representatives for each of the three weekend masses as a point of contact for volunteers, for training new volunteers, and to ensure a substitute lector in the event of the scheduled lector being absent. There is lector rep to the Liturgy Planning Committee. Another lector maintains a database of all lectors, schedules the lectors each season, and reserves a room for the weekly and general meetings.

The Lector Ministry proclaims the Word of God during regularly scheduled Sunday services every weekend throughout the year and for the special services during the Christmas and Lenten seasons. The Ministry uses a pre-set schedule from September to June, but continues



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the voluntary sign-up over the summer season. In 2014, two new adult lectors signed on and prepared for the ministry. No general Lector meetings were held to discuss best practices or to take policy decisions. However, any issues have been discussed and resolved through email discussion.

Challenges

- Lack of an overall ministry coordinator puts greater onus on all lectors to take personal responsibility for the success of the Lector Ministry, and on fortunately few occasions was there a last minute scurry as the scheduled lector failed to show.
- Participation of the Lector Ministry in seasonal planning has been affected by limited communication with the Liturgy Cluster facilitator and the Liturgy Planning Committee.
- The dispersed leadership approach has worked smoothly with respect to ensuring that prepared lectors are present at the masses. However, fewer meetings may have lowered the number of opportunities for communicating with other ministries and for potential new lectors to join us.

Finance

Once a week, we require a meeting room in the evening so that lectors may pray together and practice for their reading. Occasionally, we require the use of the parish copier.

Year Ahead

Lectors are working to address problems in communication around coordination with other ministries in our cluster.

Liturgy Planning Committee

Contacts: Kathy Crowe and Jamie Loback

The Liturgy Committee and the Seasonal Planning Committee have merged membership and mandates to form the Liturgy Planning Committee. The work of this Committee includes focusing on formulating liturgy policy issues, with the immediate objective of completing the final report to Pastoral Council in concordance with the General Instruction of the Roman Missal. The Committee also has a number of planning meetings during the year with



representatives of the liturgy ministries to ensure that all activities associated with the liturgical seasons of the year are developed, coordinated and implemented in a way that fosters and promotes the full and active participation of the whole community. Membership in this committee includes representatives from the various liturgical ministries.

Money Counters

Contact: Jill Lamont

The Counting Ministry ensures that the counting of monies received each mass and the recording of these donations is accurate, using spreadsheets, double counting, and balancing. The counters not only count the money, they also record the donations, fill in deposit sheets, record the donations not made by numbered parishioners, fill in required deposits for each mass, balance the money donated, and ensure, as best as possible, the recording of the total amount of donations for each week. They also make copies of donations made to the Women's Centre, Supper Table, and other funding such as the Nepal Earthquake Fund and ensure that these organizations know of the donations. Most of the enhancements to the counting system have come from members of the counting ministry, especially Rob Puchyr, who created the spreadsheet with which we currently rely on for balancing the deposit.

Prayers of the Faithful Ministry

Contact: Eleanor Rabnett

Accomplishments

The members of this ministry take turns writing the Prayers of the Faithful for our community for our Sunday Liturgies which allows everyone a chance to offer intentional prayers of the community every six weeks or so and contribute for special liturgies such as Ash Wednesday, Holy Thursday, the Easter Vigil as well as Christmas and other special days throughout the year.

These prayers are sent to the Coordinator who will then offer suggestions when required and send them on to Jamie Loback to include in the upcoming liturgies.



Young Lectors

Contact: Louise Lafond

The Young Lectors are an offshoot of the Lectors Ministry and provide the lector for the reading at the Family Mass, the 3rd Sunday of every month (except July and August). The major accomplishment of the year has been finding enough young lectors able to take on the task.

Challenges

A major challenge is to find novice and more mature child readers who are willing to risk speaking in front of the congregation without poaching from the Gospel Players. Volunteers are always welcome.

Year Ahead

For the year ahead, objective is to continue with smooth coordination with the Gospel Players and ensure that all parts of the Family Mass Liturgy are covered.



Pastoral Care and Social Justice Cluster

Community Healing Service Ministry

Contact: Eleanor Rabnett

Accomplishments

This ministry formerly known as the Healing Service Ministry remains a ministry of St. Joe's but now includes members from different parishes. This came about following a break for a short period, followed by a process of re-focusing and renewal. The ministry continues to hold three Healing Services a year with the first in the past year taking place at St. Paul's Eastern United Church on Cumberland and Daly and the second one at St. Joe's. The third Healing Service will take place in October 2015

Challenges

Our biggest challenge is to try and see why the number of those attending our services continues to drop and to see what more we can offer to our parishioners and our community at large.

Development and Peace

Contact: Larry Martin

Highlights

Share Lent is the high profile education and financial support for Development and Peace. Traditionally, a St. Joseph's member gives a reflection on **Solidarity Sunday during Lent** to highlight our mission and national Campaign. For 2014-15 our theme is "**Sow Much Love-Small Family Farmers Feed the World**". We include information about some of our **Development Programs** in 30 countries and 100 partner projects which focus on health, education, water, sanitation, and community leadership. Our work also focuses on **Emergency Responses** such as the ongoing drought in the Sahel in West Africa, refugee communities in the Middle East,



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reconstruction projects in Haiti and climate-induced disasters such as the typhoon in the Philippines.

Our **purpose is two-fold**: to educate Canadian Catholics in their parishes and schools and to be of assistance to our Southern partners in community development projects. We work with the Canadian Conference of Catholic Bishops, clergy, parishes and the 11,000 Development and Peace members/volunteers in Canada.

Our programs were reduced when the Canadian International Development Agency (**CIDA**) withdrew 65% of our funding in early 2012, in spite of a 45 year reputation of transparent, effective and financially sound long-term development work. Recently Canada's federal government has indicated a new direction linking Canada's economic development being more tied to Overseas Development Assistance (**ODA**). This could hinder the delivery of community development projects in true support of our Southern neighbors.

Catholic Social Teaching and the **Caritas in Veritate** encyclical reflect the values of our work and organization. St. Joseph's parish hosts workshops for our members and those in other Ottawa parishes to learn about new campaigns and materials. Social and environmental justice is always the basis of our work and commitment.

Challenges

Here in St. Joseph's Parish we strive to highlight the needs of our brothers and sisters in the South and the relation to our Christian faith through, prayer, educational activities, financial support and the monitoring of Canadian foreign policy. Our group is small (about 8 regulars) but very committed to faith-led solidarity with people of the South. We also try to be aware of issues of poverty here in Canada and how they relate to our work.

Finances

St. Joseph's has the reputation of generosity every year during the **Share Lent** campaign. We have a number of "Share Year Round", occasional and emergency response donors. We sell Fair Trade coffee after mass, the profits of which go to Development and Peace.

Year Ahead

We meet several times a year on an ad hoc basis and gear up as a committee around Share Lent. We publicize parish and diocesan events, sometimes with Southern visitors, as they occur over the year. People are welcome to be members of the St. Joseph's committee or to just receive basic information from the national website at www.devp.org.



Funeral Ministry

Ministry Contacts: Sharon Gravelle, Christine Libon, Patrick Shaughnessy, and Dianne Taylor

The funeral ministry continues to bring compassion and support to those who have lost a loved one. We work directly with each family in the preparation of either a funeral mass or a memorial service. We guide the family in the selection of the readings, the prayers of the faithful and their choice of music. Our goal is to make each liturgy both personal and prayerful. Realizing that this is perhaps the last time that family members can honour their loved one, we encourage as many members of the family as possible to participate in the liturgy.

Many families choose to host the reception at the back of the church. We are often called upon to join the family for the committal. We have had several requests from people wishing to preplan their funeral. These will be kept on file in the church. Several families have asked to hold a visitation time in the church prior to the liturgy.

Accomplishments

- In November of 2014, the Funeral Ministry held the first Memorial Service. It was well attended and our guests were more than grateful to be able to remember and pay tribute to their deceased friends and family members. Refreshments were served afterwards. It was a time for healing and friendship for all.
- We also held our Fourth Funeral Preparation workshop in April. Twenty- seven people attended.
- The team assisted grieving families for fifteen funerals last year and families are very grateful for the help and dedication of our ministry.

Challenges

We would gladly welcome new members to our ministry. We need people to meet with families in order to facilitate the preparation of the funeral of their loved ones. On the day of the funeral, we always need greeters, as well as people to set up and disassemble. This is far from being a depressing ministry. It is an opportunity to bring comfort to a family who is struggling with the passing of a loved one. It is a very fulfilling ministry.

Year Ahead

- Recruit new members
- Currently planning a Remembrance Service for November.



One-on-One Experience of Healing Touch

Contact: Clara Nasello

In 2014, each month on a Friday morning from 9:30am to 11:30am, the team (Norah McMahon, Helena Robb, Colette Chartrand, Clara Nasello) were available for those who signed up for a session. The number of people that signed up varied from 2 to 8 persons.

Challenges

- People who did not keep their appointment and did not phone to cancel.
- It is difficult for those who drive to find parking spaces. The person on the front desk is assisting us but it is a dilemma each month. There needs to be designated parking places for parishioners and this is the issue. It discourages people and the team when they have to hunt for parking on the street or several blocks away.
- The mopping and washing of the church floor takes place at this time and it disturbs the treatment.
- Anytime there was construction going on we were given rooms on the main floor.

Year Ahead

- In June of 2014 the team met to discuss whether or not we would continue this ministry because the numbers had declined. We came to the conclusion that we would continue the ministry even if the numbers were low. We felt certain that this is not about numbers.
- A hope that the parking issue gets resolved so that parishioners who sign up are assured they will be able to park their cars.

Pastoral Visiting Ministry

Contact: Kathleen Allen

Accomplishments

This year we transitioned from three retirement homes to one retirement home (Rideau-on-the-River), and added home-visits to parishioners in the Sandy Hill community; and we continue



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to visit Roman Catholic patients at the Civic Hospital. The requirements for each site are different, the people we visit not so much: they are no longer able to take part in regular parish life, in fact they no longer feel they “belong” to a parish.

Home visits are by request and forwarded to Father Andy who either visits the parishioner or passes the request along to us. We visit in a team and do not initially take the Holy Eucharist: some people wish only a visit. Request for a home visit is made by contacting the Front Office. After the visit, the team meets with Father Andy for follow-up.

Challenges

Getting the word out and connecting with the elderly, shut-ins, bed-ridden, lonely; those, who through illness or other circumstances, are unable to participate in parish life and would like a visit.

Social Justice Committee

Contact: Larry Martin

Accomplishments

St. Joseph's Social justice Committee was formed in 2013. The members of the group come from diverse backgrounds and have various priorities in the social and environmental justice spectrum. The committee is a sounding board where we receive requests, advice and support from different sources for their work in the wider community. The group meets monthly to plan and support other social and environmental activities in the parish. Themes include climate change, the environment, aboriginal issues (ex. the Truth and Reconciliation Commission), anti-poverty work, food sovereignty, bottled water, Canadian mining practices in the Global South, etc. We submit short information bullets in the weekly bulletin about social and environmental concerns. We readily support other group's campaigns such as Kairos-Canadian Ecumenical justice Initiatives (national), Development and Peace, Kairos-Bronson Centre (local), Citizens for Public Justice, Multi-Faith Housing Project, Venezuela, etc.

Challenges

Education and awareness in the parish.



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Year Ahead

Continue with bulletin and event information and articles. Current topics: Climate Change (Pope Francis' upcoming encyclical) and Canadian Aboriginal issues. Interested parishioners at all levels of understanding are welcome.



Music Ministry

Contact: Jamie Loback

Accomplishments

The Music Ministry achieved the following goals:

- **High Liturgical Seasons:** Easter 2014 and Christmas 2014 were notable successes for the Music Ministry. The quality of singing and quality of repertoire that the Music Ministry contributed to the two Celebrations were incredibly good. The Music Ministry is fortunate and grateful to have had the generous support of Tom Fagan who played the organ at Easter and Christmas.
- **Fund-raising:** Several successful fund-raising concerts (see section on Fund-raising Initiatives under Finances)

Challenges

- **Recruitment:** The Music Ministry in general continues to experience difficulty in recruiting new members to the choirs; its membership in 2014 has remained relatively stable. The overall quality has not been significantly impacted and all three choirs continue to improve. Recruitment remains a priority for the Music Ministry in September 2015.
- **Varying levels of musical knowledge and experience:** Like most community choirs, the choirs of St. Joseph's Parish are composed of members of varying levels of musical training. In order to facilitate better integration of new members the Music director will begin holding orientation sessions on music theory and the logistics of choral singing as part of the Thursday evening rehearsal.
- **Social dynamics:** Choirs are small communities and as such require time to socialize. The various choirs periodically set aside time to socialize with one another (primarily with pot-lucks) and the Music Director will continue to work with each of the choirs to incorporate a larger social dynamic within the Music Ministry.
- **Budget:** As is the case with all the ministries of St. Joseph's Parish, the Music Ministry is working to maintain sustainable funding in order to maintain a balanced budget while continuing ongoing development of musical quality as well as the introduction of new repertoire in the liturgy and concerts. In order to assist in the overall Parish effort to address the structural deficit and its potential implications on operations costs the Music Ministry has organized a series of smaller concerts from which the net proceeds have been diverted toward the ongoing effort to sustain the Ministry's budget and programs (see Fund-raising Initiatives below). In addition to these revenue-generating



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initiatives, the Music Director will be working to minimize expenditures wherever possible.

Finances

- The Music Ministry was within budget in the 2014 fiscal year.
- To date the Music Ministry remains under budget for the 2015 fiscal year; it is likely that the Ministry's 2015 expenses will be well within the approved operational budget.

Fund-raising Initiatives (2014):

Music Ministry Concerts:

- **Music Ministry Concert #1:** Spring Concert – June 8, 2014: The Music Ministry successfully raised **\$3000** (gross proceeds) from its annual Spring concert for the Supper Table.
- **Music Ministry Concert #2:** Winter Concert - December 7, 2014: The Music Ministry raised **\$3500** for the Supper Table.

Concert Rental Revenue:

- **#1: Ottawa Choral Society**
- **#2: Cantata Singers of Ottawa**
- **#3: Ewashko Singers**
- **#4: University of Ottawa Choir**
- **#5: University of Ottawa Pops Orchestra**
- **#6: Coro Vivo Ottawa**
- **#7: Music and Beyond Festival**

Note: The above concert rentals the parish generated approximately \$13000 in revenue. Concert rental revenues are expected to rise to \$20 000 in the 2015-2016 season as the University of Ottawa Orchestra will be returning to St. Joseph's for their concert season.

Year Ahead

Fund-raising Concerts:

- Music Ministry Spring Concert (May 2015) – revenue: \$1300
- Music Ministry Christmas Concert (December 2015) – estimated revenue: \$2000

Programming Considerations:

- Recruitment and orientation of new members
- Possible Music Ministry retreat in October 2015



Un-Updated Ministries

There are no updates to report from the following Ministries for the 2014 calendar year:

Anointing the Sick

Celebrant's Assistant

English Conversation Group

Environment Ministry

Gospel Players

LGBT and Straight Alliance

Offertory Collectors

Practising Attitudinal Healing

Reflections Ministry

Refugee Outreach Committee

Sacramental Preparation for Children and Teens

Small Group Faith Sharing