

# Meeting St. Joseph's Parish Pastoral Council

**Minutes – April 12, 2015, 18:00-20:00**

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Attendees:

Present: Christine Burton (Chair), Andy Boyer (Pastor), Kathy Crowe (Vice Chair), Chris Adam, Jacqueline Dawson, Herman de Souza, Dianne Taylor, Phil Spencer, Joanne Lee, Patricia Malikail,

Regrets: René Danis, Eleanor Rabnett, Melanie Forget, Rose Purification

Guest: Carmen (possible 7PM rep)

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Summary:

**1) Agenda** – approved by consensus with additions

**2) March Minutes** – approved.

**3) Operational Update**

- *Upcoming proposal:* for May re: how to more effectively patrol the parking lot in order to collect money during evenings and weekends.
- *Food truck:* renting additional space in order to build a patio. They are paying more than the individual spaces and using three additional spots. Their patio will open on May1.
- *Roof:* Tenders for the roof repairs should be in shortly and there may be a secretarial decision for PPC to proceed sent via email. We are aiming for repairs to take place in July/August so the tender will need to be completed by mid-June at the latest.
- Received 3 new coffee urns and a new laptop!
- On-going discussion with Staff re: dialogue with PPC. PPC is open to regular formal and informal gatherings over the year. Possibility for the Ministries to come in and brief PPC on their various activities on a semi-regular basis over the year.

**DECISION:** Staff will not regularly attend PPC meetings but will be welcome to make occasional presentations to PPC on specific activities in the Parish so as to ensure that PPC is up-to-date on issues that are of importance for their decision making process. Approved.

**ACTION:** Chris to look into the development of an HR policy.

**4) Cluster and Mass Updates**

- *Cluster rep replacement update on process/progress:* Phil has a potential recruit for the 7PM Mass rep. Kathy and Dianne are actively looking into candidates for their respective clusters. Jacqueline has received interest in someone from the Music Ministry.

**ACTION:** Jacqueline to compose a note to go into the bulletin to recruit volunteers for the position of Cluster Rep for the Faith Formation and Initiation Cluster and the Pastoral Care and Social Justice Cluster.

## 5) Finance Committee

- *Finance Committee Report:* Replenishment of capital budgets will now be included in the budgets going forward (first for 2016's budget). Finance Committee recommends that in 2015, steps be taken to adjust reporting in order to ensure that compliance with the Parish Reserve Policy is clear.

**DECISION:** Finance Committee recommends that amortization be included in the 2016 budget presented to Parish Council for approval. Bequests funds will now go into the capital asset renewal reserve, listed on each budget. Finance Committee is reviewing needs to replenish the capital asset renewal reserve and proposing elements for a financial stewardship campaign (fundraising) to Parish Council. Finance Committee will also review staff salaries in the autumn of 2015 to determine competitiveness against market rates. All approved.

## 6) Action Items

- Bulletin board section to be walled off for PPC use info.
- Truth and Reconciliation Mass to be held end of May. Materials will be published in the St. Joe's newsletter.

## 7) New business

- *The OMI-Lacombe decisions:* The Provincial council is in favour of continuing the St. Joseph's ministry for next 3-9 years. Geographical mission centres are being formed across Canada to centralize OMI's presence in central locations. The Mission Centre in Ottawa will be called St. Joseph's. Other Mission Centres include Hamilton, Winnipeg, Edmonton, and Vancouver.
- *New Pastor of St. Joe's:* Richard Beaudette has been named the new Pastor. Official handover will be the end of October. Last Mass will potentially be a large affair.
- The Annual Volunteer Appreciation event will take place April 30, please check the list for your assigned task.

**ACTION:** Launching a Stewardship team - Eleanor, Herman, etc. can begin to look into the approach to take, with a first look at educating the Parish on what Stewardship means. Approved.

May 12 is the next PPC meeting.

## Parish Council Approval

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

Parish Council Chair

Christine Burton

Minutes Prepared By

Jacqueline Dawson