

# Meeting St. Joseph's Parish Pastoral Council

## Minutes – August 11, 2015, 18:00-20:00

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### Attendees:

Present: Christine Burton (Chair), Andy Boyer (Pastor) via telecon, Chris Adam, Jacqueline Dawson, Herman de Souza, Joanne Lee, Eleanor Rabnett, Patricia Malikail, Dianne Taylor, Phil Spencer

Regrets: Rose Purification

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### Summary:

**1) Agenda** – approved by consensus.

### **2) Operational Update**

- A variety night is being proposed by Terry Byrne, to raise funds for the Supper Table and also as an opportunity to say goodbye to Fr. Andy in a social setting, proposed for mid-to late-Oct.
- Farewell for Fr. Andy – will we have a combined mass on the weekend of Oct. 25?
- Contract with the swing dance company for use of the Parish Hall has been signed; this will bring in an additional \$24,000 per year to the Parish.
- *Parking lot:* Precise Park Link will manage the parking lot as of Oct. 1. We are liaising with the Anglican Social Services and the Mission, both of whom habitually use our parking lot, to make sure they are also happy. As this is a large increase to their expenses, perhaps we can look into starting them out with a lower month rate and gradually increase to the full amount by April 2016. Volunteers have been registering for passes.
- *Roof update:* 5 roofing companies will participate in a tour on August 13; deadline for work proposals will be August 20.
- *160<sup>th</sup> Parish Anniversary:* next year in fall of 2016 – recommend to strike a committee with staff and volunteers to propose some ideas – committee should be formed in Sept.
- A potential partnership with Galilee Centre is being looked at and a proposal to help parishioners to attend retreats at the Centre is being looked into.

### **3) Finance Committee**

- Revenue is on track or slightly above where we expected.
- Finance Committee clarified how we were labelling our reserves in the budget.
- The wage benchmarking exercise is due to Finance Committee in September – each member will do their own assessment in consultation with job descriptions and then bring to the meeting for discussion.
- A roof fundraising insertion from Finance Committee will be put in the September bulletin.
- Still looking for an Interim Treasurer.

#### 4) Action Items

- Response letter to Walter Hughes letter to be drafted.
- PPC Chairperson job description is being re-vamped – Jacqueline and Herman met with Christine to discuss. They will combine Christine's description with the initial Chair/Vice Chair definitions of tasks that was presented to PPC and will revise for September meeting.
- PPC will continue to ask for greater roles for sitting members of the Council, so as to encourage more delegation of tasks.

#### 5) New Chair Search Committee and PPC renewal

- *New Chair Search Committee update:* not much interest from parishioners.
- Prefer the Chair/Vice Chair model (vs. co-chairs), as we need someone who has the final responsibility for decisions.
- If one of the positions is being filled from outside of PPC, particularly with by someone with no experience on serving on PPC, the other position should be filled by a currently serving PPC member so as to ensure continuity with existing issues, etc.
- The Chair Search Committee should be made up of the leaving members of PPC as well

**ACTION:** Joanne has agreed to take the Chair position and Jacqueline has agreed to be Vice Chair.

**ACTION:** PPC will need to appoint a new secretary as well as three new cluster reps (Music Ministry, Liturgy, and Faith Formation), and 2 Mass Reps (9:30 and 11:30).

**ACTION:** Eleanor and Dianne has agreed to lead the process for the Mass representatives elections.

- PPC will be looking into re-structuring / re-vitalizing clusters.
- Angela and Jenine start in September! They are replacing Dianne (Pastoral Care and Social Justice) and Phil (7:30 Mass).

#### 6) Fall agenda

- Launch of 'new year' activities
- Fridge in the Parish Hall is finished, no need for a commercial grade fridge. Chris has found a possible new replacement fridge with a discount for \$300.
- List of computer requirements will be emailed to Herman.

Next PPC Meeting is September 8, 2015.

#### Parish Council Approval

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

Parish Council Chair  
Christine Burton

Minutes Prepared By  
Jacqueline Dawson