

Meeting St. Joseph's Parish Pastoral Council

Minutes – December 10, 2013

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

Attendees

Christine Burton (Chair), Andy Boyer (Pastor), Jacqueline Dawson, René Danis, Dianne Taylor, Chris Adam, Eleanor Rabnett, Rose Purification, John Cuddihy, Joe Gauthier, Catherine Kilbride, Joanne Lee

Regrets: Kathy Crowe

Summary

- 1) Agenda approved by consensus. Welcome to Phil Spencer as our new 7PM Mass Representative!
- 2) Minutes and secretarial decisions approved by consensus.
- 3) *Operational Update:*
 - a) HVAC: Mark Dallaire, Chris Adam, and John Cuddihy are on a committee to explore the proposal submitted by Arborus and to find a service provider for the new system. We are looking into more effective heating in the WC and ventilation improvements in the Parish Hall. Replacement fans are to be put up in the Church so as to be more effective in cooling the ceiling in hot weather. An A/C system will put in place for future installation. A new proposal will be brought to PPC in January, with a start date tentatively set for May 2014. PPC thanks the sub-committee for all their work!
 - b) International Day debrief: 7 embassies contributed food and wine. Several of the High Commissioners/Ambassadors wish to further relationships with the Parish. The Hungarian Embassy has offered their chef to cook one night for the Supper Table in 2014. There was positive feedback from parishioners and a wish expressed for further cultural/social-based programs and activities in future. There was a high turnout with more than 200 people attending although donations were not that high (perhaps tax receipts would be an incentive?). There is the potential for showcasing cultural aspects beyond that of just food (e.g. musical talent).
 - i) **ACTION:** increase awareness with media presence. Potential task for the Communications Committee. Volunteers will need to be tasked to organize the event for next year.
 - ii) **DECISION:** should we do this activity in 2014? Approved by consensus.
 - c) St. Joe's Christmas dinner on December 18. Invite extended for PPC to volunteer.
 - d) The new sanitizer for the Supper Table was installed quickly; cost: \$4900. We received a donation of \$6500 from the Ottawa Community Foundation; the balance will be put to good use. Water damage to wall will be fixed internally.
 - i) **ACTION:** Christine and Chris will follow-up with the OCF's new CEO.
- 4) *New Business:*
 - a) Pastoral Update: The Provincial and Vicar of OMI-Lacombe attended the Mass on December 8 for the OMI-Lacombe anniversary and were very pleased to be invited. Andy attended a district

session of clergy in Ottawa, 12 Parishes attended. Issues discussed included the baptism of children of LGBT, and divorced/remarriage in the RCC.

b) Recruitment:

- i) **ACTION:** for January, choose someone for role as vice-chair.
- ii) **ACTION:** Christine to work with Communications Committee to find ways to indicate to interested Parishioners that we are still looking for people to volunteer in many different ways, including an active recruitment to leadership roles.

c) December bulletin being done by Joe Gauthier.

d) Vatican Questionnaire: feedback to Synod of the Family for 2016. Issues highlighted include: marriage, divorce, remarriage, LGBT, children outside of marriage, etc. Michelle Miller, in consultation with Liturgy and Marriage Prep will be answering for the Parish and completed surveys will go to the Archbishop's office. Individuals and groups can also send feedback directly to the Vatican.

5) *Previous Action Items:*

a) PPC Retreat for January 18.

i) **ACTION:** Dianne to send invites to OMI-Lacombe leadership and Finance Council.

ii) **ACTION:** new photo of PPC will be taken during retreat.

b) Painting decision: explanatory note sent to Sheila on PPC's decision not to buy the pairing was sent by Christine/Kathy.

c) New item to be included in ACTION ITEMS list:

i) **ACTION:** Mary-Anne Burke expressed concerns that several proposals from the Stewardship Committee were not acted upon. Christine will draft and send letter of response.

6) *Cluster Update:*

a) Dianne: TOR still needed.

b) Jacqueline - December 1 concert raised \$2k for the Supper Table.

c) Catherine: TOR shared and will be discussed. Final draft will be sent to PPC and to Walter for comments.

d) René shared several ideas with fellow Mass Reps for doing a good job. The four main actions include:

i) 1) go into pews and talk to people - ask for suggestions/feedback

ii) 2) collect the funds - good visibility

iii) 3) wear a badge for easy identification

iv) 4) act as greeter at beginning of Mass

e) **ACTION:** 2016 is anniversary of OMI-Lacombe - what are we doing to celebrate this?

7) *Finance Committee Update:*

a) Changes: John Cuddihy will step down as chair of Finance and will be taking a leave of absence. Erin Ryan is also leaving. Patricia Malikail will be joining. Don Duthie will act as interim chair.

- b) Spending Policy: document created to formalize existing practices in spending and approving requests for funds.
 - i) **DECISION:** approved by consensus.
- c) Budget: PPC and Finance will meet in January to discuss.
 - i) **DECISION:** to have two separate meetings in January (one for PPC meeting, one for budget). Date will be confirmed via email.
- d) In camera discussion.

January 14 is next meeting. January 18 is the Retreat.

Parish Council Approval

Parish Council minutes approved by consensus on _____.

Parish Council Chair
Christine Burton

Minutes Prepared By
Jacqueline Dawson