

Meeting St. Joseph's Parish Pastoral Council

Minutes – May 12, 2015, 18:00-20:00

Attendees:

Present: Christine Burton (Chair), Andy Boyer (Pastor) via telecom, Kathy Crowe (Vice Chair), Chris Adam, Jacqueline Dawson, Herman de Souza, Dianne Taylor, Phil Spencer, Joanne Lee, Patricia Malikail, René Danis, Eleanor Rabnett, Melanie Forget

Regrets: Rose Purification

Summary:

1) Agenda – approved by consensus with additions

2) April Minutes – approved with changes.

3) Parking Proposal – Presentation by Mary Murphy and Greg Forestall

- Options to increase revenue and efficiency of the parking lot use
- Missing those individuals that come in the unmonitored times (during day and during eve and weekends)
- Options include: contracting out the management or having the Parish manage it using better technology options
- Pay and display tech is the recommended the given the parishioner traffic (using smartphones to pay is not yet common enough)
- The company makes their money on the violations that they can ticket on behalf of city
- Monthly cost is \$500/month and role of tickets is \$82 (2500 tickets/month), the parking lot is monitored 7AM to 11PM, excluding Mass times
- Can create a display tag for the volunteers and staff so that they will not have to pay
- The company is willing to let us try it out for a month to see if it works

DECISION: Mary and Greg will go forward with the pay and display option with Precise Parklink. They will need to put together a proposal for the Finance Committee detailing the monthly cost, etc. as well as indicating the for-profit split being recommended for the Parish and Supper Table. Finance Committee will review the proposals first and come to PPC with a recommendation for a final vote. Approved in principal.

4) Operational Update

- *Roof:* Two assessments from IRC and BTC were received. Issues remain with companies coming out to do detailed assessments. IRC did own their work but BTC used IRC's assessment (without the proposed cost included). The work is similar but BTC did not give us a 5 year phase because BTC would want to do its own estimates. IRC's cost assessment is within the budget that we had approved.

DECISION: to sign off with IRC assessment and agree to have IRC to put together a tender. Recommend that an engineer in the Parish also have a second look at the documents. Approved.

ACTION: Chris will direct IRC to go ahead with composing and publishing a tender. Tender will be out for approximately 3 weeks so that a contract can be in place by mid-June for start in July 2015.

- *Parish hall:* The Swing Society will be regularly renting out the Parish Hall on Fridays. They are proposing that together we change/upgrade the sound system (which they would own) and renovate the floor and the lighting. The contract would stipulate that any improvements, with exception of the sound system, would remain in the building if they leave. Chris will need to approve the design of the hall. They will come in this coming week and test out the space. If approved, the renovations (floor and sound system) should take less than two weeks. They will do the lighting and ventilations at a separate time. Insurance will have to be included and they would have to pay the difference if there is an increase.

5) Cluster and Mass Updates

- *Cluster rep replacement update on process/progress:* Phil has a found a recruit for the 7PM Mass rep, who will start in September. Kathy does not have a replacement and will be leaving in June. Dianne will remain active until her replacement is available to start.

6) Finance Committee

- *Finance Committee Report:* May 19, 5:30 to 6:30 will be the Auditor's Meeting. Materials will be sent to PPC ahead of time for review. Preliminary reports show that we have made significant improvements based on their recommendations from last year but we still need to be vigilant in a number of cases (e.g. two signatures on official cheques signatures, no back dated cheques, etc.).

7) Action Items

- Bulletin board section has been created for PPC use info.
- OMI Anniversary is on hold, a retreat will take place in October.
- Truth and Reconciliation Mass to be held May 30 @ 5:30PM.

7) New business

- *Stewardship:* – May 26 meeting, to discuss what stewardship means and how it has been done in other programs/parishes.
- *Preparation for AGM:* Will be held on Wednesday, June 17, 7-9PM. Reports are expected for May 29. Like last year, the Supper Table and the Women's Centre plus two extra ministries will give presentations. Parishioners will cast votes on which ministries they would like to hear from.
- *Preparation for new Pastor:* Father Richard Beaudette will attend the AGM to meet with staff, PPC, community, etc.

- *Chair Selection:* We do have a process, but there are concerns with how much the chair has to manage. We need to discuss the balance of tasks between the chair and the rest of the PPC, so as to avoid over burdening anyone.

ACTION: Christine will approach Walter about leading the process; Dianne and Eleanor will help coordinate. Herman and Jacqueline will look at job description, etc.

DECISION: That money should be put forward to provide refreshments for the AGM on June 17. Approved.

June 9 is the next PPC meeting.

Parish Council Approval

Parish Council minutes approved by consensus on _____.

Parish Council Chair

Minutes Prepared By

Christine Burton

Jacqueline Dawson