

Meeting St. Joseph's Parish Pastoral Council

Minutes – September 9, 2014, 18:00-20:00

Attendees:

Present: Kathy Crowe (Deputy Chair), Andy Boyer (Pastor), Chris Adam, Eleanor Rabnett, René Danis, Jacqueline Dawson, Joanne Lee, Melanie Forget, Dianne Taylor, Kelden Formosa, Patricia Malikail, Rose Purification

Regrets: Christine Burton (Chair), Phil Spencer (on leave of absence), Herman de Souza

Summary:

Welcome to Kelden Formosa who will be representing the 7PM Mass in Phil's absence.

1) Agenda - approved with changes by consensus

2) August Minutes - approved by consensus (including ratification of Secretarial decision regarding HVAC project)

DECISION: to have minutes approved secretorially ahead of the PPC meeting.

3) Operational Update

HVAC - Thomson Boilers Works was awarded the contract for the boiler. They have demolished the old boiler and laid the concrete slab for the new one. Complications started this week, the chimney is not straight and they cannot slip in a new liner which is critical. Two solutions: 1) demo the chimney and build a new one (additional costs apply), or 2) put in a 6 inch metal chimney going up the side of the building (no extra cost). The second option is easier and quicker, and the option recommended by the engineers. Thomson will continue to work on the parts that they can but it will take 6 weeks for the lining to arrive so we have a tight deadline.

DECISION: Chris will check with the Heritage Committee by next Wednesday and then will go ahead with decision to build the 6 inch exterior chimney.

ACTION: Chris to send updates weekly on HVAC progress.

Roof - With the large storm of Friday 5, a large leak developed at the top of the church and came in through the middle of the church ceiling and some plaster has fallen. There is a concern that the wood on the roof is rotting. This will be a big issue and a repair job would not be enough. We may now have to look at doing the entire roof, which could cost close to \$1M. Raymond Roofing is going to give an assessment this week but Chris gets the impression that they think a band aid solution would not be enough. Chris is having a hard time with getting roofing companies to call us back.

In the short term, Chris has rented a cherry picker so that we can remove plaster that is hanging from the ceiling. Engineering scaffolding cost would have to be covered by parish in the event of a repair.

ACTION: Chris to follow-up on quotes/assessment and will inform PPC. A secretarially decision will potentially need to be made.

4) Old Business

St. Joe's, Ours to Discover update - a notice will be sent out to cluster reps for announcement to their clusters. The displays will be around the church and the main thrust will be on the ministries. Ministry reps will be asked to volunteer to represent their ministries to those with questions/interest in joining. Refreshments will also need to be donated by ministries. Ministry heads should hear starting September 14.

Rep Selection Process – The terms of office for the cluster representatives are ending in November. A decision needs to be made if they are standing again for the position or if we would like to see who would be interested in putting forth their name for this year. The choice would happen within the cluster themselves. The immediate issue is to get the process rolling for the cluster representatives and to discover if anyone new would like to let their name stand (or if the existing cluster rep would like to extend their term).

ACTION: Dianne and Jacqueline to revisit the statutes to confirm that the term is 2 years at the juncture. Kathy to send out her diagram re: terms.

DECISION: PPC will discuss in detail during the October meeting. We need to decide a reasonable term (i.e. 1, 2, 3 year terms) for the reps and how and when elections will take place (autumn vs. spring) and establish/confirm the process for elections of cluster and mass reps. Final reps need to be determined by the December meeting.

ROC update – There has been no response from the ROC re: PPC decision. PPC is committed to keeping open communications.

ACTION: Dianne will get in touch with Jessica as cluster rep. to extend invite to participate in activity of Oct 18.

5) Cluster and Mass Updates

Music Ministry – the choirs are back in rehearsals and singing at their respective Mass.

5PM Mass – trying to invite more and get more people involved. Oct. 17/18 is Mission Sunday and the Oblates Provincial approached Eleanor about selling tea at the parish as a one-time fundraiser for their missions in Kenya at \$10 per package.

Faith formation – baptism prep is starting.

7PM – started up again last week. There was a Church Crawl – the turnout was not high from St. Joe's but over 100 people participated from all local churches and ended in a prayer service at the university. Radau's reflection last weekend was very good and very well received.

6) Previous Action Items – deferred to October meeting.

7) Finance Committee Update – an update will be in the bulletin. Our mid-year financial situation is about even; the operating budgets are fine. A paragraph on directed donations will be in the bulletin to assure parishioners that they are sent where they should be.

A cost of living adjustment for staff is being considered, on the condition that we can afford the increase. This is a stop-gap before finalizing the living wage issue. It will be a one-time adjustment and does not enter into 2015's salary, so any increase will be on the base salary. Finance Committee will determine the amount next week.

A food truck to be set up against the school, attached to the hydro lines, as a pilot project. They will be paying rent for space (\$750 per month) and won't take up any parking spots. They have an agreement with La Botega and will offer organic food.

Next meeting is October 7, a week early to meet various schedule changes.

Parish Council Approval

Parish Council minutes approved by consensus on _____.

Parish Council Chair

Minutes Prepared By

Christine Burton

Jacqueline Dawson