

Pastoral Council Meeting Minutes

April 6, 2017

1. Prayer and Attendance

Dorothy called to order the regular meeting of the Pastoral Council at 7:15pm on April 6, 2017 at Canadian Martyrs Parish.

The following persons were present: Pierre Beemans, Fr. Jim Fiori, Heather Duggan, Bob Gorman, Jane Staples, Rosemarie Hoey, Alex Amato, Rob Criger, Anthony Carty, Dorothy Wood, Margaret Moriarty, Sheila Foy-Connolly, and Scott Rufolo

2. Approval of agenda

Additions: 6.6. Adding time to agenda

Bob moved that the agenda be approved. Rosemarie seconded the motion. The motion was carried unanimously.

3. Minutes from Mar. 2, 2017

The minutes of March 2, 2017 were accepted electronically and sent to the Finance Committee.

4. Report on Centretown Churches for Social Action – Sr. Maureen Killoran and Allison Dingle

CCSAC has 23 member churches, including our Parish. Last year its main project, the Centretown Emergency Food Centre (507 Bank Street), served over 10,000 people. Our parish makes an annual donation to both CCSAC and the Food Centre, and CCSAC gives \$25,000 to the Food Centre every year. The Food Centre spends about \$100,000 on food annually to supplement donated items. CCSAC has an operating budget of \$37,000, and the Food Centre has an operating budget of \$220,000, and the Food Centre receives a City grant of \$56,000 to help with operations.

We can help by holding food drives and participating in their Walk-a-thon (Sunday, October 15).

CCSAC Annual General Meeting is on April 24th at Ascension Church.

Action Item: We should consider inviting CCSAC to present at a Lunch and Learn.

5. Business Arising

5.1. Parish directory

This will be scheduled in the Fall when families return from the summer.

5.2. Doors Open Ottawa

The church has been accepted into Doors Open Ottawa on June 3-4 from 10am to 4pm. Rosemarie has agreed to work with Alex on getting organized for this event.

Action Item: Let Deaf Community know that the church will be open on June 4th for this event.

5.3. Priority-setting update

Registration will hopefully give us a better idea of our population at the parish. The registration will be launched on April 29-30. The registration cards will be printed on card stock and distributed before Mass. The introductory letter to the parish will be distributed and an announcement will be made on April 22-23. Parishioners will be asked to fill out the card before they leave the church and will also be able to fill it out online on our website.

Communication with neighboring churches: Jane and Fr. Jim met with Minister Rhonda at Ascension and we have been invited to participate in their Messy Church program.

Fr. Jim attended a meeting for the Old Ottawa East Community Association and will continue to attend these meetings.

Finance Council will be included in the pastoral plan. They will write their objectives/activities.

Formation sessions for liturgical ministries: Pierre LaViolette will facilitate sessions on May 24 or May 31 for lectors and Eucharistic ministers. The sessions will start with Evening Prayer.

We are still looking for a lectors' coordinator.

Mass coordinators: We have several volunteers for both weekend Masses and will work on a schedule.

Leaflet for parish brochure: Magda K. may be able to help with stories about the parish for the leaflet. We will consider putting this on the website and writing an article for the Mainstreeter.

Action Items: Leaflet for brochure.

5.4. Ministry chart and ministry visits

Anthony has made a chart and PowerPoint presentation of the ministries and activities in our parish. Thank you to Anthony for his work on this project. We will use this chart to make a display for the church bulletin boards.

PPC will visit each ministry twice a year, including the fall when we can discuss updates for the pastoral plan. Dorothy will send out a suggested list of questions for these visits.

Ministries to visit before June meeting:

Music – Sheila
Children's Liturgy- Dorothy
Altar servers/Presider's assistants – Anthony
Liturgical environment- Bob
Sacramental Prep. – Anthony
Scripture Study – Scott
Development and Peace – Margaret
Hospitality – Rob
Communications - Alex

5.5. "From Conflict to Communion"

Cathy Clifford gave an introduction to this topic at a Lunch and Learn. Study materials are available. The Faith Evangelical Lutheran Church on Meadowlands has agreed to partner with us for this 5 week study program from Sept. 27th to Oct. 25th.

We need to find a venue: Immaculata, St. Paul and the Diocesan Centre were suggested. We are expecting 20-30 participants.

We will need a co-facilitator. Materials will need to be printed and the workshop will need to be advertised.

Action Item: Find venue

5.6. Lunch and Learn: funeral liturgy

A worthwhile talk, questions asked and answered, more practical advice could have been shared.

6. New Business

6.1 Feedback on ministry interviews

Some of the feedback received includes: Have lectors process up at the beginning of Mass. Training should be offered. More lectors are needed for 5pm Mass. The recommended order for the Prayers of the Faithful should be followed. It would be good to have some training for those writing the prayers of the faithful.

Action Item: Liturgy committee will follow up on this feedback.

6.2 Tobin Estate giving

PPC has \$6500 this year to donate to charities. It was decided to reduce PPC donation to Carty House by \$500 and to give \$700 (\$500 plus extra \$200 available this year) to the Kateri Parish in Winnipeg (Fr. Nicanor Sarmiento).

It would be good for PPC members to visit the organizations that the parish makes donations to and also receive annual reports from these organizations.

6.3 PPC minutes: Publication on website

Action item: PPC minutes should be posted on the website and made available at the back of the church.

6.4 Malagasy celebration: This event is on April 30th. A group from the parish will attend.

6.5 Holy Thursday: Jane would like some volunteers for PPC for the foot washing.

6.6 Adding a time estimate to the PPC agendas. Will give a guideline to move the meetings along.

7. For Information:

7.1 Joy of the Gospel course starts on April 19th.

7.2 Lucie Beland-O'Keefe and Marilyn Muleski have joined the Faith Formation committee.

8. Communication: Doors Open announcement in Bulletin for May.

9. Meeting adjourned at 9:45pm. Next meeting is on May 4th at 7:15pm.