

Parish Pastoral Council Meeting Minutes

February 1, 2018

1. Prayer and Attendance

Rob called to order the regular meeting of the Parish Pastoral Council at 7:15pm on February 1, 2018.

The following persons were present: Fr. Tim Coonen, Jane Staples, Heather Duggan, Rob Criger, Sheila Foy-Connolly, Bob Gorman, Margaret Moriarty, Anthony Carty, Patrick Zdunich and Mary Egan.

Absent: Dorothy Wood, Scott Rufalo

2. Approval of agenda:

Bob moved and Margaret seconded the approval of the agenda. Agreed by all.

3. Minutes: The minutes of Dec. 7, 2017 were accepted electronically and sent to the Finance Committee.

4. Election of new PPC Executive – Each of the following incumbents were supported unanimously to serve for another one-year term in their respective roles: Dorothy Wood, Chair; Rob Criger, Vice Chair; and Anthony Carty, Secretary.

5. Business Arising

5.1 Signing of Terms of Engagement

The PPC Terms of Engagement were signed and witnessed by those PPC members in attendance. Heather will scan and then return the signed copies to the PPC members.

5.2 Week of Prayer for Christian Unity

The pastoral team will invite the clergy from neighborhood churches for a social event some time in 2018 to discuss “building bridges” between our communities.

5.3 Advertising Flyer

The creation of a flyer/postcard to distribute to the new developments in OOE was discussed. It was suggested that we do our own postcard and perhaps suggest that the neighborhood churches do a joint flyer. It was suggested that we edit and reprint our own flyer to make it look more professional. It was also suggested that Mass times be brought forward to the front cover.

Action Item: Contact Alex for copy of current flyer for editing. Ask Ascension who does their posters etc.

5.4 Attendance at Old Ottawa East Community Association meetings and CCSAC

Fr. Jim attended the OOE meetings previously and it was agreed that it would be beneficial to the parish to continue have a parish representative in attendance, particularly a parishioner who was also an OOE resident. An advertisement will be placed in the bulletin asking for a parishioner who would be able to

attend these meetings and report back to PPC. It was noted that Sr. Maureen Killoran is our rep at CCSAC.

Action Item: Advertise in bulletin

6 New Business

6.1 2018 Parish Pastoral Plan

The 2018 plan was approved pending some additions and changes. A letter from Fr. Tim is pending to insert into the plan. It was discussed that the bullets indicating what is new for 2018 be kept as highlighted in the plan. Some corrections were noted including: correction of the calendar periods and dates in the Annual Update of Activities; a correction on page 8: Lenten Parish Retreat to reflect 2019; and a change on page 13: first bullet to reflect an outing for a broader group of “caregivers” and not just for mothers.

It was discussed whether the plan be presented at Mass or after Mass or just made available at the back of the church. It was suggested that reproductions of the plan be made available at the back of the church but also to hold an event after a Sunday Mass to present the plan once Fr. Tim’s letter and other changes were incorporated.

The PPC recognized and thanked Jane and Dorothy for all their work on the updates.

Action Item: Include Fr. Tim’s letter and make final edits in Pastoral Plan, to be reviewed at March 1 meeting of the PPC.

6.2 Doors Open Ottawa

Canadian Martyrs was invited to participate in Doors Open Ottawa again in 2018. It was discussed whether it was too soon to do this again or if we can easily leverage what was done last year in order participate and have the church available for the many new residents in OOE. If participating, perhaps news of our participation could be advertised on the flyer/postcard that we hope to distribute to the new tenants in OOE. However, it was recognized that this event does require many volunteers and that the two lead volunteers were unlikely to lead the activity again. No PPC members volunteered to plan this event for the 2018.

Action Item: A decision needs to be made before the deadline of March 2 at the March 1 meeting of the PPC. If agreed, two people need to be identified or volunteer to plan and recruit volunteers.

6.3 Poor and Needy Account

The parish team has made donations to The Centretown Churches Social Action Committee and to St. Brigid’s Camp in 2017. We have also helped out two parishioners in need and the poor who come to the door for help. We currently have approx. \$2500 left in the Poor and Needy Account. We like to have at least \$2000 in the account to help the poor at the door and parishioners who may need our help and will therefore wait until the next Poor and Needy collection in March to allocate any more funds for Outreach.

6.4 Chart of Ministries

This is currently a multi-page document. Anthony will work on this in 2018 to create either a poster(s) or a slide show for which we would need to purchase a screen.

Action Item: Anthony to work on Chart to be available to parishioners.

6.5 Hospitality Survey: Both the Pizza Suppers and the Parish Luncheons are running smoothly

6.6 Fundraising Committee

Finance committee will present to the parish about reevaluating what their donation to the church. There will be a fundraising dinner on May 12th put on by Allan McGillivray and Brenda Chartrand. PPC will look into starting a Fundscrip campaign. <http://www.fundscrip.com/>.

7 Standing Items

7.1 **Pastoral Team:** no report.

7.2 **Communications Committee:** no report.

8 For information:

Pierre LaViolette will present sessions on the Mass. He will do a Lunch and Learn initially and then have sessions in Sept. Parishioners will be encouraged to submit questions about why we do what we do during Mass.

Music Workshop with Heather Reid: Feb. 3

Evening Prayer: during Lent on Thursday evenings at 6:30pm

Lenten Fair: Feb. 11

"Amoris Laetitia", The Joy of Love, is to be presented by Chad Glendinning - date to be determined.

Guidelines for Eucharistic Ministers and Lectors have not been introduced yet because we have a new pastor. They will be introduced during Advent 2018.

9 Communications Advertise in bulletin a need for parish representative for OOE Community Association

10 Next meeting on March 1, 2018 at 7:15pm

11 Meeting was adjourned at 9:00pm.