

# **Parish Pastoral Council Meeting Minutes**

March 7, 2019

## **1. Prayer and Attendance**

Rob called to order the regular meeting of the Parish Pastoral Council at 7:15pm on March 7, 2019. The following persons were present: Fr. Tim Coonen, Jane Staples, Chidi Njoku, Heather Duggan, Jordan Samaroo, Scott Rufolo, Angela Burton, Patrick Zdunich and Rob Criger

Regrets: Mary Egan, Anthony Carty

## **2. Approval of agenda:**

Additions: 4.1 Postponed to next meeting

Jordan moved and Patrick seconded the approval of the agenda. Approved by all.

**3. Minutes:** Approved by email. Please read the minutes and approve by email to Anthony in a timely manner.

## **4. Business Arising**

**4.1 Communications Committee:** Postponed until the April meeting

**4.2 Signing of Terms of Engagement.** Chidi signed the Terms of Engagement. Heather will scan and return the document to Chidi.

**4.3 Job Description:** Hours: 32-38 hours/week, possibility of flexibility, job sharing will be considered. Edits: Add must be familiar with the Catholic faith and a practicing Catholic. Job description will be distributed to St. Paul University, Indeed.com, Charity Village, Diocesan Friday Facts, our website and bulletin, Catholic Register. Pay scale will be discussed at Finance Council and the Archdiocese will be contacted for pay scale.

Hiring committee: Dorothy, Tim, Evelyn, Pat. A meeting will be scheduled to read resumes and discuss applicants.

**Action items:** Tim will make edits to job description and contact Archdiocese for pay scale.

**4.4 Feedback on Missional Parish:** Is there a desire to do this? “We don’t promote, we invite” (one of the AA 12 steps). Concentrate on bringing people into the church, greening our outdoor space, include Missional parish in our revised Pastoral Plan, plan an Open House during Main Event, have more of a presence at Immaculata and Couer d’Ottawa schools e.g. websites, participate in open houses for new parents/students. PPC will form a working group to work on this project.

**Action items:** Form Missional Parish working group.

**4.5 Finance Committee Rep.** Chidi will attend the Finance Council meeting on March 12.

## **5. New business**

**5.1 Feedback on Green Audit:** Finance Council will discuss at their March 12<sup>th</sup> meeting.

**Action items:** Heather will send the Green Audit report to PPC members.

**5.2 CCSAC:** Parishioner Lorna Kingston has attended two CCSAC meetings. She will provide us with the minutes from the meetings and they will be posted. Food and monetary donations are down. The YMCA is converting 40-60 units into emergency shelter so the need in our neighborhood is only going to increase.

**Action items:** The Lenten Food Drive will be promoted in the bulletin and announcements.

**5.3 Lunch and Learn with Malagasy Community.** Fr. Hasina is not available October 20<sup>th</sup> so an alternative date will be found.

**Action items:** Jane will contact Fr. Hasina.

**5.4 Renewal of Pastoral Plan:** Postponed until next meeting.

## **6. Standing items**

**6.1 Pastoral Team:** Heather will be away for the May 2<sup>nd</sup> meeting. Tim and Jane went to Villagia retirement home for Ash Wednesday with the Pastoral Care Team. Choir space is still progressing, Tim met with choir members to discuss cabinets/shelves, and funds are available.

## **7. For information:**

**7.1 Liturgy Committee,** March 26

**7.2 Lunch and Learn,** March 17

**7.3 Prayer Sessions** March 14

**8. Communications:** Job posting to bulletin and website

**9. Next meeting:** April 4, 2019. Meeting adjourned at 9:15pm.