

St. Joseph's Parish
Pastoral Council Meeting
October 10, 2017, 18:00 – 20:00

Attendees:

Joanne Lee (Chair)	Greg Forestell (Treasurer)
Richard Beaudette (Pastor)	Patricia Malikail (Finance Committee Chair)
Chris Adam (Exec. Director)	Roslyn Brown (Member-at-Large)
Angela McCanny (Pastoral Care & Social Justice Cluster)	Bob Orser (Member-at-Large)
Donna Rietschlin (Liturgy Cluster)	Terry Byrne (Member-at-Large)
Paul Roche (Faith Formation & Initiation Cluster)	Edwin Okoduwa (University Mass)

Regrets:

Jenine Figurado (University Mass)
Jackie Maurais (Member-at-Large)
Andrea MacWilliam (Community Building Cluster)
Robert Sykes (Member-at-Large)

1. Welcome and Opening Prayer

2. Adoption of Agenda, moved by R Orser, seconded by A. McCanny.

3. Presentation

Brian Ouellette provided a comprehensive overview of what he has done and what is to come in his ministry.

Move Mary Murphy's presentation from November to December. **ACTION: C. ADAM**

4. Ratification of Record of Meeting of Sept 12, 2017

4.1. Action Items review

- 4.1.1. Action Item #1: R. Beaudette provided a handout: "Explanation for why St. Joe's Parish states at the beginning of Mass that we recognize that St. Joseph's Parish gathers on unceded Algonquin Territory."
- 4.1.2. Action Item #3 (reports on ministries): not completed.
- 4.1.3. Action Item #7 (B. Ouellette to speak at Council meeting): completed
- 4.1.4. Action Item #8 (music group singing at St. Pat's Home, what cluster): report not available
- 4.1.5. Action Item #9 (biography of C. Adam): to be completed at this meeting
- 4.1.6. Action Item #10 (organization of "Communications"): in progress
- 4.1.7. Action Item #11(Council members engaging parishioners at mass): ongoing. Initial engagements with parishioners appear to be successful and welcomed.
- 4.1.8. Action Item #12 (Brandon to summarize "Welcome" material into tri-fold): in progress

5. Reflection

R. Brown lead the reflection for the Council members.

6. Standing Items

6.1. Pastor's Report

6.1.1. *Young Adult Ministry*

- Brian Ouellette and Fr. R. Beaudette alternate weeks in the Campus Chaplaincy Office, with office hours Wednesday mornings, 9-12
- Participating on a regular basis in Young Adult Ministry events – reflection evenings, brunches, other gatherings
- Fr. Ken Thorson, OMI continues to assist with the Sunday evening celebrations. Attendance at these celebrations continues to be strong, with numbers between 100-150

6.1.2. *Other Ministries*

- Meetings with couples in preparation for marriage (five couples committed for weddings here next year, so far)
- Healing Ministry: met with leaders to evaluate the ministry and the celebrations. New direction: Mass of Anointing; next one to take place October 28
- Met with reflectors group – discussed formation program for the members, nominations of new members, sabbaticals for those who wish to take a break, succession planning for coordinator
- Continue to meet with various ministry groups in the parish as they gear up for a new year

6.1.3. *Links with Diocese*

- Attended Pastoral Day, with Chris Adam, at the Archdiocese of Ottawa on Oct.5

6.1.4. *Education*

- Continue planning parish sessions over late fall and winter around various topics, such as Islam, end of life issues, reconciliation, healing, etc.

6.1.5. *Pastoral Ministry*

- Regularly available during the week for reconciliation, spiritual direction etc. with young adults, especially University of Ottawa students

6.2. Executive Director's Report

• **Pastoral Day at the Archdiocese**

Fr. Richard, Brian and C. Adam attended Pastoral Day at the Archdiocese on October 5th. Our participation highlights our involvement in the broader Catholic community as well as being an opportunity to discover broader trends and activities in the diocese. Trends/Activities: (1) welcoming couples who are remarried or who are cohabitating into the church without judgment; (2) the theme for this pastoral year, which focuses on the Gospel of the Family, with a particular local emphasis on the protection of youth and creating a safe environment; (3) a new initiative in the diocese called Morning Light, a ministry offering guidance and support services to mothers who have experienced the death of a child

Update from the Ottawa Catholic School Board: to expand the use of prayer tables to high school classrooms (currently these are common at the elementary school level), as well as significant investments in a series of religious education resources called Growing in Faith, Growing in Christ.

- **Forging a New Path: Reconciliation, Ecological Protection and Responsible Development of Canada's Natural Resources**

On September 21st, C. Adam moderated a panel at a conference organized at St. Paul University by Br. Len Rego OMI and the Justice, Peace and Integrity of Creation (JPIC) Office. The panel's speakers included Gerry Kelly, Director of the Aboriginal Affairs Secretariat of the Canadian Catholic Conference of Bishops and Kevin O'Callaghan, a lawyer with the Aboriginal Law Practice Group. Both St. Joseph's Parish and Canadian Martyrs have a tradition of working with JPIC on such events.

- **Volunteer Ottawa – Leveraging our Strengths Conference**

On September 14th, C. Adam attended The Volunteer Ottawa *Leveraging our Strengths Conference* and in particular participated in workshops focusing on three areas: social media policy for NGOs, HR management in the non-profit sector and social enterprise development. The social media information was especially relevant and Chris will share information at an upcoming staff meeting.

- **Parking update**

Parking revenues, September: \$23,000. Identified problems: insufficient space in the morning for staff and volunteers. Solutions: (1) asking parishioners to only park in the lot if they are here for mass or on parish business (in the Bulletin). (2) possibly raising our daily maximum rate from \$12 to \$14 (less than the average at the University, where in some campus lots daily parking is as high as \$17).

- **Altar platform**

The altar platform has been repaired and stained by our maintenance team. Dan Handfield and Nick Cacciato completed this a week ago and the platform looks much neater.

- **Flight to Freedom Conference**

Flight to Freedom Conference: C. Adam is on the organizing committee of the Conference at St. Paul University. (see Bulletin and the St. Joe's website for details.) Both the *Refugee Outreach Committee* and the *Women's Centre* are involved in a children's art competition, which will be part of the conference. St. Joseph's will also be contributing a basic bag lunch for conference participants on one of the days of this conference.

- **Parish Records**

Currently, all Parish Records are on paper. A company has been hired to digitalize them. While the digitalized records will not be searchable, they will be exportable to Excel.

6.3. Finance Committee Report

There was a meeting of the Committee on Sept 19. Most policies ready, 2 outstanding. Budget time. Significant initiative: rebuilding chart of accounts, streamlining, less emphasis on data, more on analysis; separating out different ministries in the Chart of Accounts. Committee is working on succession planning. It is important to keep the Finance Committee small and to create sub-committees for specific topics, finding key people to help in these areas. Key initiative for this

year, update capital plan. And article will be in New Spirit. Next month will be the first chance to look at 2018 budget (there will be two opportunities to look at it, with the first being a time to ask questions.

6.4. Upcoming Parish/Ministry events (tour de table)

Terry: Kerri Power asked about meeting with people for coffee after 11:30, for people who would rather not go to The Second Cup.

Patricia: Finance Committee Meeting coming up Oct. 16.

Donna: OMRA proposal, partnering with ROC for fundraising

Edwin: Young Adult ministry is participating in community building - Royal Oak tomorrow

Angela: Marriage Preparation weekend coming up; FOCCUS questionnaire debriefing, 2 left from May to be done.

6.5. Member's bio Chris Adam

C. Adam provided a history of himself and his family.

7. Current Business

7.1. Meetings with Ministry Clusters

See Attachment, Appendix 1

7.1.1. Faith Formation and Initiation Cluster (P. Roche): *Meditation Group*, Friday, 8 people. *RCIA group*- 4 team members, in contact with archdiocese RCIA group. material from Franciscans, now dated, \$200. *Men's Group*- not a parish ministry; members not comfortable with observers.

7.1.2. Other members

Other clusters are not ready to report. Each should provide a written report.

7.2. Pastoral Plan

Development of a Pastoral Plan is a matter that will require time and cannot be rushed. A sub-committee was formed, consisting of: R. Brown. P. Roche, R.

Beaudette and J. Lee. The sub-committee will seek input from ministries as well as from parishioners, and will aim at a draft for Feb/March.

ACTION: R. BROWN. P. ROCHE, R. BEAUDETTE AND J. LEE

7.3. Communications Strategy

R. Orser has written a draft of a submission for the bulletin, inviting communication from the parishioners. Fr. R. Beaudette has sent him some proposed revisions. R. Orser will send it to the council members, who are invited to send him feedback on the bulletin piece.

8. Pastoral Items for Coming Month

Fr. R. Beaudette provided a handout, "Moments," which indicated a new pastoral model, indicated as "moving from," "moving to," e.g. from Parish Council to Pastoral Council.

9. New Business

There was no new business.

10. Duties for November Meeting

Staff Work: Moved to December, Mary Murphy

Reflection: Donna

Meal: Bob and Pat

11. The meeting ended with a closing prayer.

Parish Council Minutes approved by consensus on: Nov. 14, 2017

Parish Council Chair:

Joanne Lee

Minutes prepared by:

Roslyn Brown

NEXT PPC Meeting: November 14, 2017 (Joint meeting with Finance Committee)