



Parish Pastoral Council Minutes

Thursday, June 23, 2016

7:00 - 8:00 PM

Present:	Phil Schmidt (Chair) Fr. Maurice Okolie Fr. Peter Ebidero Susie Sirman (Liturgy Committee) Ginny Blerot (CWL) Rebecca LaGrange (Youth) Dennis Woytas (RCIA) Marieta Paul (Sacramental Preparation, School Liaison and Music Ministry) Nicole Schoenberger (HFP Office Administration)
Regrets:	Deacon Don Logan Erin Cloutier (Vice Chair & Stewardship) Bill Van Hoof (Maintenance) Stan Lozinski (Knights)

1. Call to order – Phil
2. Opening prayer – Fr. Maurice
3. Adoption of May 25, 2016 minutes
Ginny motioned that the May 25 minutes be adopted. Seconded by Dennis, motion carried.
4. Old business - Review of Action Items from May 25, 2016
 - 4.1. Sound System
 - the sound volume for priests' portable microphones and the lectern mic have been tweaked slightly, but Lance Spratt will be coming back to attend two separate Masses in August to make adjustments once he has experienced the sound with a full church
 - the default setting has been set to have sound in the Welcome Area so that it is always on when the sound in the church is on
 - we would like to have the sound in the hall more integrated with the main sound system to allow for the three areas (sanctuary, welcome area, hall) to work independently and all together
 - we have also begun looking at incorporating video into the parish (or at least planning for its future potential) so that all the wiring and other upgrades are done at once

- we also want to improve the system of communication between Lance and the parish – Derek and Jim have done their best to liaise but we could support them better. We need to decide which area of our ministries the sound system would fall under (e.g. maintenance, parish council, etc.)
- ACTION: Phil will develop a report of what we have learned so far and suggestions for our vision for the future and submit to Father Maurice
- discussion about whether we need to create a whole separate ministry for the coordination of the audio and in the future, the video aspect

4.2. Old pedestal from Reconciliation Room

4.2.1. Richard S. Fowler school came to look at it and passed on it

4.2.2. Marion Centre cannot take it either as it is too large

4.2.3. Diocesan Archives will take it – ACTION: Nicole to arrange its delivery in August

4.3. Together in Ministry Workshop – October 22nd, 2016

Phil advised other Ministry Leaders of the workshop date.

4.4. Hospitality Coordinator – three names currently shortlisted, no new candidates following the AGM

4.5. Parish Council Bios and Photos – Rebecca, Stan and Phil have submitted their photos

ACTION: All other members to submit their photos to Nicole

4.6. Visual Projection System – Bob McKenzie

Phil advised that he had a quick chat with Bob McKenzie however given that Bob did not document findings from his research, we will not gather any meaningful data and will rely on our own research which we will start next Fall.

4.7. Seating for families with small children

- ACTION: Phil to follow up with June to instruct ushers to close glass doors next to children's area

4.7.1. ACTION: We need to post signage to indicate it is only for supervised children ages 0-2 and that children are to be supervised by parents.

5. New business

5.1. Annual General Meeting – review feedback and action required - June 5th

- two sets of information has come from the feedback provided:
 - 1) information regarding the AGM itself
 - 2) feedback related to the parish
- discussion:
 - AGM was a more personal approach to soliciting feedback than a parish survey

- disappointed at the number of people that left but that will get better due to the positive feedback from this meeting
 - Fr. Maurice was satisfied with the attendance
 - most people who attended are people who are already involved; how can we encourage people who are less involved to attend? Maybe they were concerned that they would be 'coerced' into being involved
 - time frame was appropriate – aim for an hour in the future; even if have to go beyond an hour it is best to “advertise” and attempt to complete in an hour
 - the refugee presentation was very impactful – maybe an update next year or some other “human” story – youth group is one suggestion
 - ensure that we have a good team established for clean up – aim to have all the dishes off the table before the meeting begins
 - give the leaders of some of the major ministries, Finance, Parish Council, Liturgy Committee, the opportunity to present their own information
 - stick to the paper & pencil delivery of questions rather than over the microphone
- **ACTION:** Subcommittee to address specific feedback and submit recommendations to Father Maurice. Nicole, Dennis, Susie, and Phil to meet on August 17 at 7:00 p.m.
 - **ACTION:** Reporting back to the parish
 - to post on the website:
 - the PowerPoint – Steve to email Nicole the most up-to-date version
 - Q&A
 - ratings summary
 - a note from Fr.Maurice
 - updates / action taken
 - Ministry Leadership Events
 - Steve is away in September so we either have to host it without him or move the dates to October
 - hesitation to wait until October because people are more enthusiastic to sign up in September and by the time they get trained it will be December
 - **ACTION:** Steve to call a Stewardship meeting for late August to discuss

5.2. Youth Ministry Update – Fr. Peter

- the questions raised at the AGM led to a review of the Youth Ministry mandate
- question to be asked is: why are parents not including their children in the Youth Ministry?
- Fr. Peter had a meeting with the team leaders and the Youth Minister regarding a lack of communication among them

- possibility of increasing the number of adults on the leadership team including community members that are not necessarily parishioners who can help increase the vibrancy
- Nicole P is working on solidifying relationships with neighbouring schools

5.3. Parish 25th anniversary October 6th, 2016 – Nicole S.

- Parish picnic September 11th, 2016 in Kingswood Park – do we want to include anniversary activities as part of the picnic or a separate evening event – e.g. a potluck dinner
 - have some “25” themed activities and produce a “birthday invitation” for people to post on their fridge
- Phil suggested we invite past pastors to join us
- Parish potluck - October 15th – Saturday after Thanksgiving
- ACTION: Nicole to strike a committee to organize

5.4. Outdoor message board – Nicole S.

- A couple times a year we pay to have an extra sign outside to highlight special masses, events, etc. – counting the sign & the permit, we spend \$600-900 for the temporary sign
- Proposal that we buy or build our own sign, where it can be placed so that we don't need the permit
- It can be used not just as advertising but also as a form of evangelization
- ACTION: Nicole to explore costs and options and report back

6. Next meeting date – September 21st, 2016

7. Closing prayer – Susie to do closing prayer at the next meeting