

# St. Martha's Pastoral Parish Council

## MEETING MINUTES – October 18, 2018



**PURPOSE:** *To assist the pastor and the faithful to exercise their joint ministries in building up the Kingdom of God in St. Martha's Parish, Lethbridge.*

**PLACE:** St. Martha Parish – Parish Library

**COUNCIL MEMBERS:**

In attendance:

- Father William Monis
- Anisha Gatner (Secretary)
- Pat Spiess
- Jeanette Cheshire (Office Staff Representative)
- Deacon Michael Pollard
- Therese Munroe
- Daniel Wyton
- Bruce Barnett (Chair)
- Mardi Renyk

Regrets:

- John Novak
- Nicole Wilson

Item	
<b>1) Call to Order</b>	<p><b>The meeting was called to order at 6:33 p.m.</b></p> <p><b>Opening Prayer</b> – Father Monis led in opening prayer. Daniel Wyton read the daily Gospel. Discussion ensued.</p>
<b>2) Additions / Approval of Agenda and Past Minutes</b>	<p><b>Motion to approve the October 18, 2018 Agenda, as amended.</b> <i>Moved by Pat Spiess. Seconded by Mardi Renyk. Carried.</i></p> <p><b>Motion to approve the Minutes of the September 27, 2018 Meeting, as amended.</b> <i>Moved by Therese Munroe. Seconded by Pat Spiess. Carried.</i></p>
<b>3) Ongoing Business</b>	<p><b>a) Facilities and Maintenance</b></p> <p>The contractor who did the original work on the roof has assessed the leak and indicated that he will not be repeating the job. Efforts will be made to find another contractor. The leak is significant and requires immediate attention.</p>
	<p><b>b) Bishop's Visit to St. Martha – November 9-11, 2018</b></p> <p>The PPC is scheduled to meet with Bishop William on November 10, 2018, starting at 1:30 p.m. The Bishop will also celebrate Mass that weekend. The staff has made arrangements for cookies and coffee after each Mass. Bruce Barnett requested information on whether providing the Bishop with a gift is required/appropriate.</p> <p>(POST MEETING UPDATE: The meeting has been changed to Friday, November 9, 2018 at 7:30 p.m.)</p>
	<p><b>c) Advent/ Lent Missions</b></p> <p>Bruce Barnett has contacted Mark Nixon about the possibility of someone from the Martha Retreat Centre providing the Advent Mission on December 3-4. No response has come yet.</p>

	<p>In reference to the Lenten Mission, Bruce Barnett will confirm the costs of hosting Jason Everett, who will be coming February 4-5, 2019. The PPC is tentatively planning to support this speaker as part of the Lenten Mission.</p>
	<p><b>d) Formed</b></p> <p>Daniel Wyton will contact Claire Jack to set up more opportunities for parishioners to gain tutoring on how to use the Formed site. .</p>
	<p><b>e) St. Martha's Website</b></p> <p>The parish is still seeking volunteers to assist in administering the St. Martha website. .</p>
	<p><b>f) Parish Council Recruitment</b></p> <p>Two individuals have expressed interest in participating (Joanne Bailey and Tom Jepp). As Tom has served in the past, there was a question about if it was permitted for him to serve again.</p> <p>In order to determine this, questions concerning the status of the current PPC Constitution were discussed. It was determined that a new constitution should be considered to align with Father William's new term with the parish. The old constitution may be brought forward as a potential template. Deacon Michael further indicated that the Diocese of Calgary is currently re-writing parish council guidelines/documents that may be of help in this matter and that the PPC's work may have to be deferred until this work is done.</p>
	<p><b>g) Together in Action (TIA) - Updates</b></p> <p>Another \$13,000 is still required to meet our TIA goal. TIA Envelopes will be handed out after Masses on October 20/21, 2018. Jeanette, Therese, Mardi will hand these out at the 5:00 p.m. Saturday Mass. Bruce Barnett will assist at the 9:00 a.m. Mass. Daniel and Anisha will assist at the 11:00 a.m. Mass.</p> <p>Bruce Barnett will endeavour to burn a DVD of the Diocese's Together in Action video to play on the will in the gathering space.</p> <p>Jeanette suggested that, in future years, the parish may wish to direct all undirected cash funds (loose change) from the weekly collection towards the TIA. This may yield approximately \$600 per week (or month - Jeanette?)</p>
	<p><b>h) Bishop's Dinner – October 19, 2018</b></p> <p>To support the Bishop's dinner, the proceeds of which will go to the 5 school jurisdictions in the Diocese, it was agreed that St. Martha's would purchase a table, asking parishioners to sponsor/purchase their individual seats. Transportation will be provided by Holy Spirit Catholic School Division.</p> <p>While no parishioners stepped forward to purchase the tickets to defray the cost of the table to the parish, seven individuals who provide great service to the parish were able to use the tickets provided.</p>

<p><b>4) New Business</b></p>	<p><b>a) Call to Serve Update</b></p> <p>The call to serve has completed. Georgette is processing responses and will share so that schedules and orientations can be set up for the next liturgical year.</p> <p>Deacon Michael indicated that, with the Diocese requiring two individuals to attend many ministries, there is the increased potential for volunteer shortages. If there are any shortages in any areas, we will report back to the parish to request more assistance or inform that changes will need to be made.</p>
	<p><b>b) Review/Amend 2018/2019 PPC Liaisons to Ministries</b></p> <p>Anisha will update the draft and provide to the PPC. The list should be completed by December to ensure that requests for reports may commence in January.</p>
	<p><b>c) Budget Submission Reminders</b></p> <p>The budget has been completed and is already sent to the Diocese of Calgary.</p>
	<p><b>d) Parish Volunteers (Model of Conduct / Record Checks)</b></p> <p>It was recognized that this project was started some time ago and has not been tracked or maintained. Father William will speak to Georgette about the current status of volunteer record checks and report back in November.</p>
	<p><b>e) Liturgy Training</b></p> <p>Training will be undertaken with ministries directly.</p>
	<p><b>f) St. Martha Anniversary Celebration (25 years on June 10, 2019)</b></p> <p>This item will be deferred until February 2019. However, it was noted that we may want to invite the Bishop when we meet with him in November.</p>
<p><b>6) Reports</b></p>	<p><b>a) Youth Report</b></p> <p>Bruce Barnett has contacted Youth Minister, Sarah DeCoste, regarding the PPC's request for reporting.</p>
	<p><b>a) Eyes and Ear – PPC Update / Sharing</b></p> <p>Jeanette indicated that there has been some speculation about the cost of youth ministry as a result of the seeming increase in staffing. Communication clarifying the costs of youth ministry should be brought forward in the November meeting.</p>
<p><b>7) Blessing and Adjournment</b></p>	<p>The PPC read the Stewardship prayer. Father William provided a final blessing of the council and meeting.</p> <p><b>The meeting of October 18, 2018 was adjourned at 8:23 p.m.</b></p>