

St. Martha's Pastoral Parish Council

MEETING MINUTES – November 15, 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 | ● Deacon Michael Pollard | ● Bruce Barnett (Chair) |
| ● Anisha Gatner (Secretary) | ● Therese Munroe | ● Mardi Renyk |
| ● Pat Spiess | ● Nicole Wilson | Daniel Wyton |
| ● Jeanette Cheshire (Office Staff Representative) | | |

Regrets:

- John Novak

Item	
1) Call to Order	<p>The meeting was called to order at 6:33 p.m.</p> <p>Opening Prayer – Father Monis led in opening prayer. Mardi Renyk read the daily Gospel. Discussion ensued.</p>
2) Additions / Approval of Agenda and Past Minutes	<p>Motion to approve the November 15, 2018 Agenda, as amended. <i>Moved by Therese Munroe. Seconded by Daniel Wyton. Carried.</i></p> <p>The following items were added to the agenda:</p> <ul style="list-style-type: none"> 4g) FORMED 5e) Liturgical Concerns 5f) December Meeting <p>Motion to approve the Minutes of the October 18, 2018 Meeting, as presented. <i>Moved by Daniel Wyton. Seconded by Pat Spiess. Carried.</i></p>
3) Presentation	<p>a) Debit Option for Parishioner Donations (Marc Royer)</p> <p>Marc Royer presented an updated pamphlet to apprise parishioners of the automated debit system which would benefit the parish by:</p> <ul style="list-style-type: none"> ● ensuring a more predictable source of income for the parish, which would also help the Maintenance committee in completing necessary work. ● decreasing the amount of cash processed by the parish, which would both mitigate potential theft, increase accounting accuracy, and alleviate data entry work done by parish staff. <p>He requested that a PPC volunteer be present at each Mass over the November 23/24, 2018 weekend to assist in delivering this message. Therese and Jeanette will be available at the Saturday 5:00 p.m. Mass. Bruce will be available at the Sunday 9:00 a.m. Mass. Pat and Daniel will be available at the Sunday 11:00 a.m. Mass.</p>

<p>4) Ongoing Business</p>	<p>a) Call to Serve Update</p> <p>The names have been processed and efforts have been made to scheduled orientation. New names have been received and there appear to be no obvious shortages at this time.</p>
	<p>b) Review/Amend 2018/2019 PPC Liaisons to Ministries</p> <p>The list was further reviewed and completed. Jeanette agreed to add contact information where necessary. Bruce indicated that all liaisons should touch base with their respective ministry a couple of time a year.</p>
	<p>c) Parish Volunteers (Model of Conduct / Record Checks)</p> <p>It was passed along to PPC Council that Georgette has been asked about this and reports that all volunteer information and record checks are up to date.</p>
	<p>d) Parish Council Recruitment</p> <p>Efforts for parish council member recruitment continue.</p>
	<p>e) Youth Ministry – Response to Request for Information</p> <p>We are still awaiting further information regarding reporting from youth ministry.</p>
	<p>f) Advent Mission</p> <p>The Sisters of the St. Martha Retreat Centre have indicated that they will not be available to present for the mission. Father Wilbert has been contacted and is not available.</p> <p>In trying to consider a more local group to approach, Father William suggested that the Search team from Coaldale might be asked to provide a talk on December 3, 2018, and Father Roque asked to provide the talk on December 4, 2018. Adoration will be celebrated after the talks on both days. Should the Search team not be available, it was suggested that Father William lead the December 3, 2018 session.</p>
	<p>f) Lenten Mission – Support for Jason Evert Presentations February 4-5, 201</p> <p>Bruce Barnett will contact Finance Council about the use of funds from the PPC budget to support this mission. It is hoped that St. Martha’s will also be able to provide volunteers to assist.</p>
	<p>g) TIA Update</p> <p>Bruce has burned the TIA video on a compact disc. He will further ask the ushers to arrange for the disc to be played on the weekend to expose/remind parishioners about the need to support TIA.</p>
	<p>g) FORMED</p> <p>After meeting with Claire Jack, Daniel Wyton has helped develop a plan to work with the heads of key parish ministries (RCIA, Mother’s Prayer Group, Knights of Columbus, CWL) to demonstrate the use of the valuable Catholic resources found within FORMED.</p>

<p>5) New Business</p>	<p>a) Debrief from Bishop McGrattan’s Pastoral Visit / Parish Planning Books</p> <p>The PPC discuss the Bishop’s visit over November 9-11, 2018. The Bishop recommended three books that may be helpful in guiding parish pastoral planning. Bruce will purchase two of these books and see if further copies would be useful for other PPC members. Deacon Michael will purchase one book to this end.</p>
	<p>b) Family Blessing – Feast of Holy Family (December 30)</p> <p>In order to better develop a culture that welcomes families with young children, it was recommended that a blessing of families be done on the Feast of Holy Family (December 30) as well as over the Family Day weekend. Father William was supportive of this idea.</p>
	<p>c) Questionnaire for Divine Liturgy Prayers</p> <p><i>Item will be deferred until the next PPC Meeting.</i></p>
	<p>d) Pastoral Initiatives for Parishioners</p> <p>Bruce Barnett suggested that a couple of key prayers (A Prayer for Before Mass from St. Ambrose and a Prayer for After Mass from St. Thomas Aquinas) be printed, laminated, and distributed in the pews to assist parishioners in centering before and after Mass. Father William and Deacon Michael will review the prayer and discuss the idea further with Father Nathan.</p>
	<p>e) Liturgical Concerns</p> <p>Deacon Michael noted that both the sound and lighting systems within the parish are becoming obsolete and that their poor quality is impacting the liturgy.</p> <p>It is recommended that, after the repairs to the roof and parking lot are addressed, the sound system and lighting system be added to the parish’s list of capital items requiring replacement. It was also recommended that preliminary work be done to assess the parish’s needs in these areas and to provide an estimate.</p> <p>Bruce indicated that he will discuss the matter with the Finance and Maintenance Committee.</p>
	<p>f) December Meeting</p> <p>As a result of penitential services the December 6, 2018 PPC Meeting needed to be cancelled. It was suggested that the January 17, 2019 be reinstated under Deacon Michael’s direction.</p>
<p>6) Reports</p>	<p>a) Eyes and Ear – PPC Update / Sharing</p> <p>Given tight timelines, none were discussed.</p>
<p>7) Blessing and Adjournment</p>	<p>The PPC read the Stewardship prayer.</p> <p>The meeting of October 18, 2018 was adjourned at 8:13 p.m.</p>