

Holy Redeemer Pastoral Council Minutes
April 12, 2007

Present: Claire Cheesman, Adam Dupuis, Ray Fournier, Tom Lavrisa, Blair Malis, Sharron Quinn, Dave Roberts, Fr. Paul Shepherd, Anna Marie Young

Guests: Deacon Paul Coderre, Joe Leblanc (Education), Jan Lesage (Staff), Theresa Roberts (Social Mission), Louis Seward and Mel Thompson (Liturgy)

Absent: Melissa Delaney (Youth Coordinator), Dora Mesec (Parish and Community Life)

Opening Prayer

The meeting started with a prayer led by Fr. Paul.

Events Committee Presentation

The heads of the Permanent Committees were invited to this meeting to learn about the new procedure for using parish facilities to host events at the parish. Fr. Paul explained that the initial idea for this committee was to establish a group who could oversee the distribution of funds to the various charities and causes that approach the parish throughout the year. It would also decide on the social mission and pastoral projects for the year. The mandate was then expanded to assess which groups could request funds of parishioners as well as schedule the presentations or fundraising events so as to avoid conflicts. Emergency appeals such as the tsunami relief would be managed as well as the regular annual appeals. The heads of the Permanent Committees and the Pastoral Council links are to educate their committee members to ensure a successful deployment.

Dave Roberts then spoke about the details of the Events Committee, composed of Anna Marie Young, Ray Fournier and himself. In addition to the assessment and coordination role, it would ensure that Fr. Paul approves all events and activities at the parish so that the legal liabilities can be covered under the Episcopal Corporation's insurance policy. The assessment criteria for events were included in the handouts as was the procedure for having an event sanctioned by the parish. An event application form is to be submitted to the Events Committee, who will deliberate on the request and make a recommendation to the pastor. If approved, the pastor will sign the application and the Events Committee will inform the applicant of the decision. Following this, the room or hall can be booked with the Church office, Liquor License and insurance rider obtained (if necessary), the Lease Agreement for the hall completed (if necessary) and payment of the rental fee can be made (if required).

Ray Fournier introduced the Application for Rental of the Hall, the Rules and Regulations and the process, insurance and license requirements. Since these documents are new, some adjustments may have to be made as we start to use them. Groups that rent the hall that are not parishioners need to obtain their own insurance (perhaps a rider on their house insurance) and the requirement to have a SMART card for those who are serving liquor.

The creation of a Parish Auxiliary was then introduced. This would be a group of parishioners who could be called upon to help Parish and Community Life host parish events. A member could be someone who is willing to help with at least one event per year. A list of members would be used to obtain volunteers to help out with activities as diverse as setup of the hall for Easter services to the spring clean up of the parish grounds.

The guests to the meeting then left as the regular Pastoral Council meeting resumed.

Minutes of the Previous Meeting

The minutes of the March 22 meeting were reviewed and adopted without correction.

Pastoral Council Goal for this Year

Anna Marie started the discussion on whether we have met our goal for the year, which was to improve communication and welcoming. Two Ministry Days were held which resulted in initiatives such as the Seder Meal, Circle of Blessing event, signs on the church, music before Mass, the Knights of Columbus breakfasts, etc. The minutes of Pastoral Council meetings were provided to the heads of the Permanent Committees as well as being published on the parish web site. The suggestion box is working well and greeting of parishioners before Mass is increasing. One sign of the success of our goal is that attendance at

all our Easter services was up this year from previous years. While some find talking in the church and baptistery distracting from prayer, others see it as a sign of life in the church, for a church without people is just a building. Other initiatives this year were the introduction of the direct deposit for contributions, the Events Committee and hall rental policy. Still to be tackled is an updated bulletin format, publishing of the goals of the ministries in the parish to help obtain more volunteers and an information kiosk in the foyer. Publishing in the bulletin the amount raised in the collections was debated, as one parish found donations actually decreased as some donors reasoned they did not have to contribute as much, as they thought the total amount raised was generous enough. The staffing for the direct deposit initiative was also debated.

Varia

The date of the Parish Picnic was debated as it was usually held on Father's Day, rather than the week after as indicated in the last minutes. The date of the AGM, volunteer appreciation and library dedication was chosen to be June 13, after the 7:00 PM Mass.

The Kanata Food Cupboard have requested that our parish return to the twice yearly collections rather than having the boxes year round. This will help them more as Lent and August are times when the food supplies are lowest.

Sharron Quinn followed up on the invitation for our parish to host a Lynx game, suggesting that the proceeds be used as a fundraiser for the World Youth Days in Australia. The details will be discussed at a future meeting.

Claire reported that at the Education committee meeting she learned that the RCIA program is growing with three times the number of candidates this year. A sign to indicate that service animals are allowed in church will explain to parishioners the reason for the presence of dogs in church. Anna Marie will obtain two signs from a supplier. Ray Fournier will attend the next meeting to explain how the groups can access the funds they have in their budget. The Sacramental Preparation group is planning to raise the visibility of their program, to emphasize that sacraments are church events rather than school events.

Next Meeting

The next meeting is scheduled for May 3 at 7:00 p.m. in the parish boardroom. The main topic will be preparations for the AGM.