

ST. STEPHEN CATHOLIC PARISH

Parish Pastoral Council (PPC) MINUTES

Tuesday, February 19, 2019 at 7:00PM

Held in Upper Room

MISSION STATEMENT: To build a new strong Christian community by serving others with love and mercy as **JESUS** taught us

PRESENT:

9A.1 Catholic Women's League Maria Killoran
9A.2 Knights of Columbus Matthew Cadrin
9B.1 Judy Dahl, Chair
9C.1 Parish of St. Anthony's **DIDSBURY ABSENT**
9C.2 Parish of Our Lady of Fatima **SUNDRE** John Leussink
9D.1 Building and Maintenance **No Representative**
9D.2 Spiritual Development **No Representative**
9D.3 Catechetics **ABSENT**
9D.4 Community Life Shelley Bennett
9D.5 Family Life Maria Killoran
9D.6 Liturgy Francis Joosten
9D.7 Social Justice Tara Miller
9D.8 Youth **ABSENT**
9D.9 Stewardship / Safe Environments Deacon Charles Johnston
9E.1 Together We Serve Deacon Charles Johnston
Father Adam Daniluk
Office Administrator/Recording Clerk Mia MacDonald

1. CALL TO ORDER

Judy Dahl, Chair called the meeting to order at 7:00 PM.

A.) **OPENING PRAYER** – Father Adam Daniluk

B.) **ADDED ITEM(s) to AGENDA**

Moved by Tara Miller that Agenda Item 4A) read Financial report JANUARY 2019; and further Minutes of January 15, 2019 Item 4A) Financial report read December 2018.

Motion Carried 19-012

C.) **ADOPTION OF AGENDA**

Moved by Tara Miller that the PPC adopt the agenda as amended to read Item 4A) Financial report JANUARY 2019.

Motion Carried 19-013

2. ADOPTION OF PREVIOUS MINUTES

Moved by Matthew Cadrin that the minutes from Tuesday, January 15, 2019 PPC meeting be adopted as amended.

Motion Carried 19-014

3. BUSINESS ARISING OUT OF MINUTES

3A) Parish Pastoral Council Committee vacancies update:

1) Building and Maintenance **No Representative**

2) Spiritual Development **No Representative**

Judy Dahl, Chair note this a standing item on agenda for open discussion.

3B) Catholic Women's League CWL Sea-Can application Town Of Olds

Moved by Shelley Bennett that PPC members accept for information correspondence.

Motion Carried 19-015

4. FINANCIAL REPORTS

4A) Financial Report for month ending January 2019 was presented.

Moved by Deacon Charles that the financial report ending January 2019 be received for information as presented.

Motion Carried 19-016

4B) Annual Archdiocese Financial Report 2018.

Moved by Deacon Charles that the Annual Archdiocese financial report ending 2018 be accepted for information.

Motion Carried 19-017

4C) Finance Committee 2019 Budget Summary.

Moved by Judy Dahl that PPC members accept for information Finance Committee 2019 budget summary as presented; and further grant permission for PPC Chair to advocate amendments as discussed for Family Life Committee.

Motion Carried 19-018

5. CONSTITUTION / POLICIES / COMMITTEE TERMS OF REFERENCE

Motion 18-011 CONSTITUTION OF PARISH PASTORAL COUNCIL May 12, 2012

- **"Tabled"** until after PPC TIM workshop on structure & priorities (date to be determined).
- Constitution amendments presented at November 20, 2018 PPC meeting and updated

5B) PPC Goal-Setting – Part II TIM workshop MARCH 30, 2019 Saturday 9:30AM-3:30PM
Matthew Cadrin confirmed that administration would post in bulletin to invite parishioners, PPC Committee members and all interested. Further discussion is needed on St. Stephen's being Host and providing lunch and snacks. Confirmed to date: Father Adam, Deacon Charles, PPC Chair Judy Dahl, Matthew Cadrin, Tara Miller, Shelley Bennett, Maria Killoran, John Leussink, and Francis Joosten.

Moved by Maria Killoran that PPC Goal Setting Part II Together In Ministry TIM workshop be received for information.

Motion Carried 19-019

6. UNFINISHED BUSINESS

6A) Status on motion 18-105 updated Custodian position description, Judy Dahl met with Finance Committee in January and Finance Chair will forward to PPC Chair. NO UPDATE

6B) Policy Facility Usage Agreement (template) Non-Parish or Private Group.
PPC members approved in principal the Policy Facility Usage Agreement Template draft presented. Template will reflect usage for St. Stephen's parish.

Moved by Judy Dahl that PPC Chair and Matthew Cadrin continue to develop a policy draft to bring back to PPC members for approval.

Motion Carried 19-020

6C) Status on motion 18-120 PPC/Catechetics meet with Father Adam discuss the liturgy of The Word and St. Stephen's existing Catechism format rescheduling. Father Adam will discuss format rescheduling with liturgy and move forward.

7. NEW BUSINESS

7A) Habitat Inter-Faith event call-out for volunteers. Information only

7B) Annual General Meeting 2019 set date (Constitution reads: "General Meeting of the Parish shall be held annually no later than JUNE 15th).")

Moved by Matthew Cadrin that the 2019 Annual General meeting AGM date is confirmed MAY 21st; time 6:30PM in Parish Hall Basement; and further that the Regular Parish Pastoral Council meeting be held afterwards.

Motion Carried 19-021

7C) Purchases locally for Parish sundry supplies.

Moved by Francis Joosten that PPC members approve the addition of No Frills to the Charge Account records for St. Stephen's.

Motion Carried 19-022

8. PRESENTATIONS / DELEGATIONS

9. REPORTS FROM APPOINTED MEMBERS, ELECTED MEMBERS, FAITH COMMUNITIES, STANDING COMMITTEE(S), ADD-ON COMMITTEE(S) and PROGRAMS

9(A) APPOINTED MEMBERS (Article III (1) Constitution)

9A.1 Catholic Women's League Maria Killoran (written report)

Further discussion regarding the additional \$100 charge for the Sea Can. K of C understood that the original payment of \$240 was a total fee. Matthew Cadrin will take back to the K of C to discuss additional funds to cover the remaining cost.

9A.2 Knights of Columbus Matthew Cadrin (verbal report and hand-out)

Matthew Cadrin informed PPC that the annual K of C Free Throw competition is scheduled for Saturday March 9, 2019. John Leussink added that the Knights of Columbus organization has donated their 1000th Ultrasound machine. These machines are being used as an instrument to demonstrate the humanity of the unborn baby for those contemplating alternative methods.

9(B) ELECTED MEMBERS (Article III (1) Constitution)

9B.1 Judy Dahl, Chair

9(C) FAITH COMMUNITIES (Article III (1) Constitution)

9C.1 Parish of St. Anthony's **DIDSBURY** John Kohut **ABSENT**

Deacon Charles informed us of the upcoming AGM for Didsbury on March 9, 2019 following mass.

9C.2 Parish of Our Lady of Fatima **SUNDRE** John Leussink (verbal report)
John provided an update regarding OLOF involvement in Sundre Ministerial Association, including Mountain View Housing and required Criminal Records and plans for an upcoming Mayor's breakfast. Jackee Groenwagen has updated and submitted the Pastoral Reports for OLOF for the Archdiocese.

9(D) STANDING COMMITTEE(S) (Regulation No. 4 Constitution)

9D.1 Building and Maintenance **No Representative**

9D.2 Spiritual Development **No Representative**

9D.3 Catechetics Donna Litwin - written report submitted

9D.4 Community Life Shelly Bennett written report submitted

9D.5 Family Life Maria Killoran written report submitted

9D.6 Liturgy Francis & Teresa Joosten (HAND-OUT report)

Francis Joosten shared with the PPC the upcoming events for the Lenten and Easter season. He informed us of the Sisters of Divine Mercy scheduled for our Lenten Parish Mission.

9D.7 Social Justice Tara Miller (written report submitted)

Tara Miller inquired about the need for Angie Spiller to get permission for every event regarding her fundraising efforts. It was discussed and determined that this wasn't necessary as long as the storage and impact of the event wouldn't disrupt day to day activities within the Church foyer. Tara Miller & Theresa Templeton would like to do a test run with a garden space in the back area. They plan to do a smart area to see if it takes (soil, light, etc). John Leussink inquired as to the purpose of the garden space – could we put a call out to parishioners for garden vegetables. Deacon Charles indicated that from a stewardship standpoint, there is a difference between asking for and accepting donations versus creating an opportunity to use our gifts and give back to the community.

9D.8 Youth - Tammy Stankievech **ABSENT** (written report submitted)

Upcoming events were listed as Confirmation on June 2nd, 2019 and First Communion on May 5th, 2019.

9D.9 Stewardship / Safe Environments Deacon Charles Johnston (VERBAL report)

Deacon Charles shared that the first Stewardship meeting is to be held on Thursday April 28th, 2019. He is hoping to get interest in getting a new committee on its feet.

9E.1 Together We Serve Deacon Charles Johnston (VERBAL report)

Awaiting final numbers for 2018 and new goal for 2019.

Moved by Shelly Bennett that the PPC accept reports for information.

Motion 19-023

10. REPORT FROM FATHER ADAM DANILUK, PASTOR Verbal written report

Father Adam shared with the PPC that St. Stephen's will be hosting World Day of Prayer. Sisters of Divine Mercy will be leading our Lenten Mission, Maria and Dan will represent St. Stephen's at the Chrism Mass at the Basilica, and Father Michael Schumacher will preside at our Triduum Masses.

11. IN CAMERA

12. RISE & REPORT

13. CLOSING PRAYER – Deacon Charles

14. NEXT MEETING DATE: Tuesday, MARCH 19th, 2019 Upper Room

15. ADJOURNMENT

Moved by Judy Dahl that the meeting adjourn at 8:50PM.

Motion Carried 19-024