

ST. STEPHEN CATHOLIC PARISH

Parish Pastoral Council (PPC) MINUTES

Tuesday, MARCH 20, 2018 at 7:00PM Held in the Upper Room

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

PRESENT:

9A1) Catholic Women's League CWL - Judy Wahlstrom
9A2) Knights of Columbus Jack Sell
9A3) Youth Committee Tammy Stankievech and (Selina Valencia Youth Staff)
9B1) In the Chair, Judy Dahl
9C1) Faith Community DIDS BURY St. Anthony John Kohut **ABSENT**
9C2) Faith Community SUNDRE Our Lady of Fatima **NO REPRESENTATIVE**
9D1) Building and Maintenance Committee Larry Bruder
9D2) Spiritual Development Sandy Rock **ABSENT**
9D3) Catechetics Donna Litwin
9D4) Community Life Jo-Anne Sell
9D5) Family Life **NO REPRESENTATIVE**
9E1) Liturgy Committee Francis Joosten **ABSENT**
9E2) Social Justice **NO REPRESENTATIVE**
9E3) Stewardship **NO REPRESENTATIVE**
9E4) Safe Environments Deacon Charles Johnston
9E5) Together We Serve Deacon Charles Johnston
Father Adam Daniluk **ABSENT**
Office Administrator/Recording Clerk, Mia MacDonald

DELEGATION: Lyle Gross Building and Maintenance Committee presentation on 10-year capital plan North/West Entrance Addition to St. Stephen's Catholic Church facility

1. CALL TO ORDER

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

A.) **OPENING PRAYER** – Led by Deacon Charles Johnston

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

Moved by Judy Dahl that the following items be added to the agenda:

9D1 Delegation Lyle Gross Building & Maintenance Presentation on 10-year Capital plan North/West Entrance Addition to St. Stephen's Catholic Church facility.

7A1 Judy Dahl, PPC Chair to be added to St. Stephen's signing authority list.

Motion Carried 18-041

C.) **ADOPTION OF AGENDA as AMENDED**

Moved by Judy Dahl that PPC adopt the agenda as amended with additions.

Motion Carried 18-042

2. ADOPTION OF PREVIOUS MINUTES

Moved by Deacon Charles that the minutes from Tuesday, February 20, 2018 PPC meeting be adopted as presented /or amended.

Motion Carried 18-043

3. BUSINESS ARISING OUT OF MINUTES

4. FINANCIAL REPORTS

Moved by Jack Sell that the financial position report for month ending February 2018 be accepted for information.

Motion Carried 18-044

5. CONSTITUTION / POLICIES / COMMITTEE TERMS OF REFERENCE

Motion 18-011 CONSTITUTION OF PARISH PASTORAL COUNCIL (May 12, 2012)
“**Tabled**” until after PPC workshop on structure and priorities to be held April 28, 2018.

6. UNFINISHED BUSINESS

6A) **Feed the Hungry program** – Motion 18-013 January 16 PPC meeting

Moved by Larry Bruder that the PPC pursue potential additional funding from the Catholic Social Services once the Social Justice Committee reconvenes.

Motion Carried 18-045

7. NEW BUSINESS

Selina met with Finance Committee, Chairman Joe Gustafson and PPC Chair, Judy Dahl on March 19th to review Youth Committee budget and request an amendment. Joe Gustafson agreed to take discussion back to Finance Committee for approval of \$4,300.00 and confirm back to Youth Committee. This is to include funding for professional development including the Canadian Catholic Youth Conference that Selina will be attending. In addition, the funds will allow Selina to provide support funds for activities for children from families that do not have the financial income to participate.

7A) Moved by Judy Dahl that PPC accept for information St. Stephen’s YOUTH Coordinator Selina Valencia budget report and calendar of events update that includes attendance in June to the Canadian Catholic Youth Ministries Youth conference.

Motion Carried 18-046

7B) Moved by Judy Dahl that PPC approve signing authority for St. Stephen’s Catholic Parish to include the following people; Father Adam, Ted Rokosh, Lorraine Gesshe, Ed Kolodychuk and newly appointed Judy Dahl.

Motion Carried 18-047

8. PRESENTATIONS / DELEGATIONS

Representatives from the Building Committee - Larry Bruder and Lyle Gross presented the PPC with an update on the 10-year Capital plan North/West Entrance Addition to St. Stephen's Catholic Church facility. The committee members for the 10-year Capital plan includes Larry Bruder, Lyle Gross, Wayne Milaney, Jason Jackson, Sean Labrie and Judy Wahlstrom (list to be confirmed). The goal of the committee was to look at the needs of the church facility including concerns with existing ramp structure and safety concerns that include slipping, tripping, parking and overall quality. Together Wayne Milaney and architect (Ron Boruk) developed a plan using the existing structure and adding on where necessary. The presentation featured working conceptual drawings. The committee's 10-year plan is to move forward on the North Development to replace the existing ramp that was intended to be a temporary fix only. It was modified to add coverage, however, does not meet the standard of the existing church structure. The existing capacity and seating of the Nave of the church is not impacted in the conceptual drawings. The committee focused on developing a sustainable plan that would address existing concerns without spending money on temporary renovations that would be short term and removed. The conceptual drawings incorporated a "proposed" plan for a Columbarium as an opportunity to generate revenue to offset the cost of the renovation.

PPC members ruled to conclude the presentation until further dialogue could be rendered between Building Committee, Finance Committee and PPC. PPC requires further clarity to proposal.

PPC thanked the Building Committee for presentation and update on the 10-year Capital plan and concept drawings.

Moved by Jo-Anne Sell that PPC members **TABLE** further discussion on the North Entrance Addition as presented on the concept plan; and further that PPC bring forward conversation at the April 17, 2018 PPC meeting on any progress.

Motion Carried 18-048

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 Judy Wahlstrom – Report submitted

9A.2 Knights of Columbus Jack Sell

Reported that the K of C had a busy month. They Knights of Columbus Free Throw Competition was held at Holy Trinity School where they saw approximately 55 kids in attendance. Their cost was up due to the number of kids, however, they received donations from Co-op, Boston Pizza and Shoppers Drug Mart. Shrove Tuesday was very well attended – good turnout in addition to a good financial response. Knights of Columbus would like to know if PPC would like to have the Knights of Columbus do Spring Clean Up – there was discussion about coordinating this with PUG Pick-Up Garbage Day with the Town of Olds and Olds Lions Club town wide clean up to encourage participation. The Knights of Columbus wish to donate a defibrillator to the Parish facility.

Moved by Judy Dahl that the PPC accept the donation of defibrillator from the Knights of Columbus. The Knights of Columbus will arrange training with Town of Olds Fire Chief, Justin Andrew of the Olds Fire Department.

Motion Carried 18-049

9A.3 Youth – report submitted

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

9B.1 Judy Dahl, Chair

Bouquet - Judy Dahl presented a bouquet to Pastoral Assistant – Donna Litwin for creation of the minutes on the website. Judy Dahl received feedback from a parishioner who had concerns regarding the amount of snow that is piled up in the southwest corner of the parking lot. Larry Bruder will connect with concern.

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

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

9C.2 Parish of Our Lady of Fatima SUNDRE **NO REPRESENTATIVE**

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

9D.1 Building and Maintenance – 10-year Capital Plan - Larry Bruder - see notes under Presentation.

9D.2 Spiritual Development – **ABSENT** - There is a new Faith Formation study group being advertised in the bulletin – planning to run on Mondays.

9D.3 Catechetics - Donna Litwin – Attached Report

9D.4 Community Life – Jo-Anne Sell – Potluck and dance to be held April 7th and they continue to need sign up volunteers for coffee after mass on Sundays.

9D.5 Family Life – **NO REPRESENTATIVE**

9(E) ADD-ON COMMITTEE(S) (Regulation No. 4 Constitution)

9E.1 Liturgy - **ABSENT**

9E.2 Social Justice **NO REPRESENTATIVE**

9E.3 Stewardship **NO REPRESENTATIVE**

9E.4 Safe Environments – Attached Report

9E.5 Together We Serve – Attached Report

Moved by Jack Sell that PPC member reports be accepted for information.

Motion Carried 18-050

10. REPORT FROM FATHER ADAM DANILUK, PASTOR

Father Adam was away at Penitential Services – report submitted and presented by Mia.

Moved by Judy Dahl that Father Adam's Report be accepted for information.

Motion Carried 18-051

11. CORRESPONDENCE AND INFORMATION

Deacon Charles received email from the Archdiocese – Lucy Kaakyo who will be leading our group. She will help us determine if we are serving the church in the right way. She will take us through the process – educating members of their roles, responsibilities and how the church functions as well as helping to set goals for the parish. He is hoping that Lucy will be able to guide us through – helping us to best determine the right way to proceed and eliminate any pressure on the members.

Moved by Judy Dahl that PPC members receive for information TIM workshop (to be held April 28, 2018) report update by Deacon Charles.

Motion Carried 18-052

12. IN CAMERA

13. CLOSING PRAYER

Closing Prayer led by Deacon Charles

14. NEXT MEETING DATE: APRIL 17th Tuesday

15. ADJOURNMENT

Moved by Jack Sell that meeting adjourn at 9:00 PM

Motion Carried 18- 053

Father Adam Daniluk

Judy Dahl, PPC Chair