

ST. STEPHEN CATHOLIC PARISH

Parish Pastoral Council (PPC) MINUTES

Tuesday, May 22, 2018 at 8:00PM Held in St. Stephen Basement

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 - Maureen Gustafson
9A2) Knights of Columbus- Jack Sell/ Matt Cadrin
9A3) Youth Committee - Tammy Stankievech and (Selina Valencia Youth Leader Absent)
9B1) In the Chair, Judy Dahl
9C1) Faith Community DIDSBURY St. Anthony- John Kohut- **ABSENT**
9C2) Faith Community SUNDRE Our Lady of Fatima **NO REPRESENTATIVE**
9D1) Building and Maintenance Committee Larry Bruder- **ABSENT**
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 and Teresa Joosten
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
Office Administrator/Recording Clerk, Mia MacDonald

1. CALL TO ORDER

Judy Dahl, Chair called the meeting to order at 7:56 PM.

A.) OPENING PRAYER –

B.) ADDED ITEM(s) to AGENDA

Moved by Jo-Anne Sell that the following items be added to the agenda:

Item 4A Financial Report month ending April 2018.

Item 7B Fundraising request letter from Felicia Joosten.

Item 9A(3) Youth Committee - Tammy Stankievech discussion attendance.

Motion Carried 18-066

C.) ADOPTION OF AGENDA

Moved by Maureen Gustafson that PPC adopt the agenda as amended with additions.

Motion Carried 18-067

2. ADOPTION OF PREVIOUS MINUTES – no errors or omissions

Moved by Jack Sell that the minutes from Tuesday, April 17, 2018 PPC meeting be adopted as presented.

Motion Carried 18-068

3. BUSINESS ARISING OUT OF MINUTES

3A) Notice of Cancellation for Together in Ministry (TIM) Workshop – Deacon Charles report will speak to the specifics of rescheduling the TIM workshop.

3B) Finance Committee Benevolence Criteria and funding recommendation – Email Attached with the response from Joe Gustafson regarding the breakdown of allocating funds towards the Benevolence requests that happen in Parish Office.

Jack Sell shared with the PPC that Knights of Columbus donate \$50 gift baskets to families of K of C that are sick.

Some background information was provided for individuals that are new to the PPC.

On behalf of the Social Justice Committee, Joe Gustafson presented by email the Social Justice Committee recommendation to Parish Pastoral Council that the future budgets will allow for \$50.00 per month to be allotted for gift cards at \$25 each to be distributed at the Pastor's discretion. Father may have the Parish assistant and the pastoral worker deal with this on his behalf. One gift card maximum per year.

Moved by Judy Dahl that the PPC approve the Social Justice Committee recommendation as presented.

Motion Carried 18-069

3C) North Entrance Addition presentation and concept plan timeline- Jo-Anne Sell asked for clarification as to what was required of the PPC regarding the timeline. Judy Dahl explained that the timeline was provided as an update – the original motion was shared with the committee. Maureen Gustafson expressed her concern that further action should not move forward without a Building and Maintenance representative present. Motion 18-048 remains 'tabled' to a future PPC meeting.

4. FINANCIAL REPORTS

Moved by Teresa Joosten that the financial position report for month ending April 2018 be accepted for information as presented.

Motion Carried 18-070

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 date to be determined.

6. UNFINISHED BUSINESS

7. NEW BUSINESS

7A) Notice of resignation as Recording Clerk for the Parish Pastoral Council effective month ending June 2018 submission from Mia MacDonald.

Moved by Jo-Anne Sell to accept letter of resignation from MIA MacDonald as presented.

Motion Carried 18-071

7B) Donna Litwin – Pastoral Assistant received a letter from Felicia Joosten regarding a Fundraising effort for her continued role in NET ministries.

Parish Pastoral Council approves her request and indicated that Felicia is to speak to Parish office regarding suitable dates.

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

No reports were requested for May PPC Meeting as it directly followed the Annual General Meeting for St. Stephen's Parish.

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

9A.1 Catholic Women's League –Maureen Gustafson

9A.2 Knights of Columbus Jack Sell – Jack shared with the PPC that Knights of Columbus is considering another fundraiser draw of some nature .

9A.3 Youth Committee– Tammy Stankevich – shared her uncertainty as to the need for a representative of the Youth Committee to be present at Parish Pastoral Council Meetings. The understanding has been that the Youth representative “must” be represented. Examples from other Parishes, including St. Mary's (Red Deer) was discussed. Maureen Gustafson inquired as to who would be responsible for the Youth budget and other concerns or considerations that can arise with the Youth Group. In eliminating a Youth committee, the responsible falls solely on the Parish Priest. Deacon Charles spoke to the opportunity the PPC would have to revamp the structure of existing Youth Committee to communicate via email. Deacon Charles also spoke to the need for a separate chair to take the responsibility off of Father Adam if a situation arose. Joe Gustafson and Deacon Charles are currently working to obtain/review and create a job description for the Youth Leader. Further discussion continued on the role of the Youth Chairperson and the Youth Leader on responsibility for communication to the PPC. It was determined that we leave the clarification of the role of the **Youth Committee**, (Youth Chair and Youth Leader) as is for reporting to PPC until such time that the job description has been presented to PPC and approved.

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**

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 – Larry Bruder – **ABSENT**

9D.2 Spiritual Development – Sandy Rock - **ABSENT**

9D.3 Catechetics - Donna Litwin

9D.4 Community Life – Jo-Anne Sell note that a Seniors Appreciation tea will be served after Sunday mass on June 3rd.

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

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

9E.1 Liturgy - Francis & Teresa Joosten

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

9E.3 Stewardship **NO REPRESENTATIVE** – Donna Litwin reminded the PPC that Stewardship would normally have a volunteer appreciation event in the fall. Would the PPC be willing to take this on in June or September? A date is needed. It was suggested that it would be a good opportunity to combine with Stewardship Sunday.

9E.4 Safe Environments

9E.5 Together We Serve

Deacon Charles spoke to the planning of a TIM's workshop in the fall. He suggested that rather than a Saturday, the PPC consider an evening session. A volunteer coordinator rather than Lucy would be recruited to come share their experience with us. October 16, 2018 is the proposed date for a Fall 2018 TIM workshop.

Moved by Donna Litwin that PPC member reports be accepted for information.

Motion Carried 18-072

10. REPORT FROM FATHER ADAM DANILUK, PASTOR

Father Adam shared that there would be no Mass on May 30, 2018 due to a Funeral Mass in Edmonton for a deceased priest. Father Adam is planning a pilgrimage to Poland/Europe and will plan an information session for interested parishioners.

Moved by Judy Dahl that Father Adam Daniluk report be accepted for information.

Motion Carried 18-073

11. CORRESPONDENCE AND INFORMATION

11A) Baby Bottle Campaign Request – Email attached.

Sandy Rock had made the request to support the Baby bottle campaign which resulted in a shared email. There was some concern voiced from PPC members and deadline passed for 2018. Maureen Gustafson would like to clarify their policy statement in regards to abortion before we proceed.

12. IN CAMERA

13. CLOSING PRAYER

Closing Prayer led by Deacon Charles

14. NEXT MEETING DATE: Tuesday, June 19, 2018 at 7 PM.

15. ADJOURNMENT

Moved by Francis Joosten that meeting adjourn at 8:49 PM.

Motion Carried 18- 074

Father Adam Daniluk

Judy Dahl, PPC Chair