



St. Francis de Sales/Blessed Sacrament  
**Parish Pastoral Council**  
March 01, 2011  
Hanley Hall



Present: Fr. Amato, Bill St. Jean, Mary Cook, Dan Davidson, Matt Drapeau, Rob Drapeau, Lorraine Fenn, Nancy Freestone, Ed Kozlow, Lauralee Merklely and Jack Traynor

Regrets: Shelley Costello, Gina McWade,

1. Bill St. Jean called the meeting to order @ 6:36 PM.
2. Rob led the opening prayer.
3. Moved by Lorraine and seconded by Mary that the Agenda be accepted as distributed. Carried.
4. Moved by Dan and seconded by Rob that the Minutes of the meeting of January 11, 2011 be approved. Carried. It was requested that the Final Draft copy of the minutes be sent out to all members with the agenda for the next meeting.
5. Business Arising:
  - a) Commemorative Plaques – Donor Recognition Plates:
    - Bill proposed that 3 plaques, each 4” x 6”, be installed on the Sisters of Providence Commemorative Display to recognize donors to the Stained Glass Window project.
    - The names were determined by donation amount. One plaque is a generic “Thank You” to all donors
    - After much discussion, it was decided that no reference be made to donation amounts and that all named donors (total of 33) be contacted to see if they want their name displayed or if they prefer to be referred to as “Anonymous Donor” on the plaque.
    - ACTION: Mary will contact CWL members, Dan will contact K of C members and Bill will contact all other names on the donor list.
  - b) Parish Family Photos:
    - A total of 90 families were photographed, 17 from Blessed Sacrament, 73 from St. Francis.
    - It is estimated that there are 300 to 350 families in the parish that use envelopes. Thus about 25% of active families in the parish were photographed.
    - Moved by Rob, seconded by Bill, that the Photo Directory project be terminated for now, and be re-visited in the fall. Carried.
    - For the record, Lorraine provided the following information regarding the cost to produce a photo directory. The directory would be produced using offset printing (not digital) for durability, would use 100 lb stock and would be saddle-stitched. There would be 4 family pictures per page and 2 parish committee pictures per page. Costs are as follows:
      - i. For 250 copies of a 48-page directory: \$1625 + HST
      - ii. For 250 copies of a 64-page directory: \$2027 + HST
    - ACTION: Fr. Amato is to check with Cynthia regarding the status of outstanding print orders and the status of monies received and payment to Frank for his expenses.

- c) Parish Directory:
    - The final Draft copy was distributed for review.
    - ACTION: Please report any errors or omissions ASAP, as it is hoped to distribute it to the parish on March 19 - 20.
  - d) Parish Council Membership:
    - Lauralee and Ed will continue for another year beyond their two-year mandate. Gerry and Jamieson have stepped down.
    - Jack Traynor has kindly consented to serve for 2 years.
    - There will be a Blessing of all Parish Council members on the weekend of March 5 – 6 at all masses after the homily. Fr. Amato will read the names of all Parish Council members. Members are to proceed to the front when they hear their name called.
    - ACTION: Ed is to contact Shelley and Gina to make sure they know about the Blessing.
  - e) Archbishop's Letter:
    - A lively discussion was held regarding how to bring others back to church.
    - ACTION: Think about what events might work for this parish to bring others back.
  - f) Parish Volunteer Appreciation:
    - Bill presented a draft Certificate of Appreciation that could be given to volunteers in the parish as a way of saying "Thank you!"
    - Bill also suggested that an Appreciation Day be held in April or May using one of the following formats:
      - i. Mass and a reception afterwards
      - ii. Appreciation breakfast or dinner
      - iii. Mass of Appreciation in conjunction with Stewardship Sunday
      - iv. Appreciation Lunch
      - v. Wine & Cheese Adult Social
      - vi. Hospitality Sunday
    - After discussion, it was decided that a Mass of Appreciation will be held at all 4 masses on the weekend of March 26 – 27 (date revised) with a reception at the back of the church. Bill will organize this and ask for help.
    - There will be no Certificates of Appreciation issued.
6. School Councils:
- a) St. James:
    - Kindergarten registration has started - numbers are looking good for next year - the full time kindergarten is very popular.
    - Winter carnival day tomorrow (March 2) with 4 different activity options ranging from \$2 to \$10.
    - Public speaking contest has concluded for grades 1-3 - Sophie Stanistreet (grade 3, attends St. Francis) placed third in her category.
    - Grade 3 students are starting to prepare for the EQAO tests.
  - b) St. Francis: Lorraine Fenn reported that
    - Public speaking contest has concluded for all grades - Ben Seward (grade 5, attends Blessed Sacrament) won first place for the Grades 4-6 category at the Legion and will move forward to the next level of competition in Lanark.
    - St. Francis girls won the Sr. Girls hockey championship on February 25 with a final score of 3-0.

- Classes are now preparing for the science fair.
  - Grade 6 students are starting to prepare for the EQAO tests.
  - Grade 7 & 8 students had a trip to the Museum of Science & Technology.
- c) St. Luke's: Matt Drapeau reported that
- In January there were candy grams sold for valentines.
  - St. Luke had a school mass with St. James and St. Francis.
  - They had their winter carnival week where there were activities such as red and white day for Valentine's Day, PJ Day trip to the Rideau Canal skate way, jersey day and some outdoor team activities.
  - In March two students attended the eastern Ontario Skills cooking competition.
  - Drug prevention presentation with Const. Rawobowchuk.
  - Students are attending trade roots career fair.
  - Attended the Ash Wednesday Mass.
  - Gr. 7/8/9 are going to the war museum on the 28<sup>th</sup>.
  - The school council meets on the 10<sup>th</sup>.
- d) St. John's:
- no report
  - ACTION: Bill will approach Pat Forbes for the name of a representative who can report to Parish Council.
7. Committee Reports:
- a) Liturgy Committee: Dan reported that:
- The committee will meet on Thursday March 31.
  - The parish appreciates we are blessed to have the musicians that we do.
  - The altar cloths will need to be replaced and this is being followed up.
  - Schools are proceeding with Sacramental Preparation. Cory Goddard is working with those students who are outside the Catholic system.
  - Lent/Easter will feature lilies in the same way that poinsettias graced Advent/Christmas.
  - David Cavalier is taking on roles within the parish during his time here.
- b) Education and Family Life Committee: Fr. Amato reported that
- The committee will meet in March.
  - At the January meeting, sacramental preparation was discussed.
- c) Youth Ministry Committee: Rob Drapeau reported that:
- The EDGE program for gr. 6 to 8 has been very well attended the kids have been energetic and excited. The theme "where we base our faith". Shayla has seen a real change and maturity in those youth attending.
  - LIFETEEN, for gr. 9 to 12: The theme is "the church, origins of faith". Shayla wants to help build these teens up in their prayer life and personal relationship with God. In the first Semester, Lifeteen was every 2 weeks with social weeks in between. Now, "issues" nights are being interjected. The first one was on FAMILY BUILDING (FEB. 27<sup>th</sup>) and all family members were invited to attend! The next "issue" to be discussed will be bullying and another will be alcohol & drugs. (A suggestion was given to make 'suicide' a topic for discussion.)
  - MERGE is a new program starting late February for the grades 4 and 5's. The first one will be an information/game night. Shayla also hopes to start up a Bible study for the older youth, and she is organizing to go to the April 9th Holy Cross High School Youth Day for our diocese (for ages 13 to 19).

- Shayla expressed sincere gratitude for the snacks and support from the Catholic Women's League & Knights of Columbus members. The fruits she sees growing in the teens are incredible. There is a real need to emphasize the importance of community. She does not want to see a separation of youth from the rest of the parish family. Shayla is focusing on incorporating what they do into the rest of the community.
  - No money issues. The funds advanced in the fall are still not used up fully.
- d) Pastoral Care Committee: Fr. Amato reported that:
- The committee meets monthly to review parish needs and to carry out some form of in-service.
- e) Social Justice: Bill reported that:
- Six handouts are being distributed in the bulletin on Sundays to increase awareness in the Church's social Justice teaching.
- f) Stewardship Committee: See #5f above.
- g) Cemetery Committee: Fr. Amato reported that:
- There is nothing further to report at this time.
8. CWL: Mary Cook reported that:
- a) The member of the League provided help for two luncheons
  - b) Helpers are needed to run the dishwasher in Hanley Hall.
  - c) A coat rack is needed upstairs in Hanley Hall for the stage entrance.
  - d) Money was donated for "Pennies for Pesos" and to St Luke's School for a bus trip.
  - e) Members will attend the World Day of Prayer on March 4.
  - f) The purple Lenten Crosses will be available again this year.
  - g) The next general meeting will be held on March 16<sup>th</sup>. The guest speaker will be from Open Doors and will speak on Mental Health Issues.
  - h) The next Bake Sale will be April 2 – 3.
9. Knights of Columbus: Dan Davidson reported that:
- a) In February, they had successful Pancake Breakfast and Roast Beef Dinner. St. Luke supplied desserts.
  - b) A new tenant has been found to take over Bob's Barber Shop after his retirement.
  - c) The Rideau Council hosted both Free Throw Basketball tournaments at St. Francis School and a good time was had by all.
  - d) A donation was made to St. Luke's School for their Outdoor Day.
  - e) The selling of Car Raffle tickets has begun.
10. Finance and Property Committee: Bill reported that:
- a) A Financial Report will be made to the parish at all masses March 12 – 13. It will consist of about 4 slides and will highlight the following:
    - The Operating Account is in bad shape. We ran a deficit of \$50 000 last year that ate up our reserves.
    - The Building Maintenance Fund is in good shape and on track
    - There has been a slight decline in general giving of 3 – 5%. Over the past few years we have lost about 20% of our parish membership.
    - Expenditures are escalating.
    - A frugal budget has been set for 2011, but there is still a shortfall of \$55 000.
    - Parishioners will be asked to increase their giving.
    - The absolute need to fundraise will be emphasized.

- b) Over the next few weeks, fundraising ideas will be presented to the parish, especially the importance of everyone using Grocery Cards. Other ideas to be considered include a lottery or raffle, a spaghetti dinner, and a dinner/dance with silent auction.
  - c) ACTION: Ushers need to be reminded to transfer coinage in the collection to the correct collection bag, not the CWL bag. Bill will contact Margie Ann MacKinnon to formulate a solution.
  - d) ACTION: Bill is to inform all members of the Parish Council of any further developments after the Finance Committee meeting this month.
11. New Business:
- a) Hanley Hall & Parish Centre:
    - The report was distributed to members of the Parish Council, Finance Committee, CWL, K of C and other interested parties.
    - ACTION: Please review the report and send your comments to Bill.
  - b) Revenue Generation:
    - See #10 above.
  - c) Parish Mission Statement:
    - ACTION: Each member is to compose a Mission Statement prior to the next meeting.
  - d) Parish Calendar of Upcoming Events (added just after the meeting):
    - 5 – 6 March - Blessing of Parish Council
    - 12 – 13 March - Presentation after Masses of Parish Financial Report & Bulletin Insert
    - 19 – 20 March - Bulletin Insert - 2011 Parish Directory and Promotion of Retail/Grocery Gift Cards as Fundraiser
    - 26 – 27 March - Stewardship Appreciation Masses with possible Meet & Greet
    - 2 – 3 April - CWL Bake Sale
12. Pastor's Report: Fr. Amato reported that:
- a) There are many challenges ahead, both in our financial needs and in our declining membership.
  - b) It is up to us to sustain the faith and draw others back. We have to trust that God will help us and will be there to guide us.
  - c) This can be an opportunity for growth.
  - d) This is happening a lot in North America.
13. Next Meeting: The next meeting will be held on Tuesday May 03, at 6:30 PM.
14. Nancy Freestone volunteered to be the prayer leader for the next meeting.
15. Moved by Rob, seconded by Dan, the meeting was adjourned at 8:28 PM.
16. Rob read a closing prayer.

Respectfully submitted,  
Ed Kozlow