**Parish Pastoral Council Meeting**

**Minutes**

**June 27, 2024 @ 5:30 p.m.**

Attendance:

*Council members:* Fr. Suresh, Juanita Gaudet, Mary Coates, Lisa Ley, Rodney Savidge, Maricar Martin, Mark Tejares, Shelley Knorr, Nadine LeBlanc

*Non Council members*: Bernadet Samulski (Finance Council), Patty Cameron (Faith Formation), Myra Torralba (Couples for Christ)

1. Land Acknowledgment Statement (Nadine) and Open Prayer (Father Suresh)
2. Agenda approved with additions:
	1. 6 i) Clarification for parking spaces for parishioners at St. Dunstan’s
	2. 8 a) Request for catholic school
3. Minutes of May 9, 2024 approved with corrections:
	1. 4 b) iii – date should be June 23 instead of June 20
	2. 6 e) Couples for Christ – report received
4. Business Arising:
	1. Feast Day for each church
		1. St. Columba – June 9 – will plan celebration for later
		2. Sts. John and Paul: June 26 – celebration was moved inside due to weather. Lisa presented a history of the stained glass windows.
		3. St. Mary Magdalene – July 22 – discussion held regarding location for celebration. Due to cost it was decided to have the celebration at St. Dunstan’s church. Knights of Columbus will be asked to coordinate a barbecue. Tables and chairs to be set up in the gym.
5. Communication to Council regarding requests for events/fundraisers
	1. Fundraising policy will be published on website.
	2. A form will be created and put on website to ensure all pertinent information is gathered for each request.
6. New Pastoral items:
	1. Communication with Diocese – Father Suresh
		1. Any issues arising in the parish should first be brought to Pastoral Council
		2. In the event the issue cannot be resolved at Pastoral Council, it will be taken to the Diocese for resolution
	2. Graduation Mass – Father Suresh
		1. To be reinstated for next year.
		2. Bring back to Council meeting in March – will assign a coordinator at that time
	3. Pastoral Council Minutes publish Online
		1. Ministry reports will not be posted online
		2. Approved Council minutes will be posted
	4. Set up year ahead planning exercise for activities and events – Bernadet & Nadine
		1. Suggested mapping out planning for the entire year
		2. Will meet outside Council meetings
		3. A note will be in the bulletin in August asking for parishioners to notify the office of any planned activities for the upcoming year
	5. Undertake with both Council’s involvement sessions about using our facilities – (this would be something like a mini visioning process and would require careful planning  and a willingness to do some research as to feasibility of proposals) – Bernadet
		1. Will revisit after the year’s planning is complete
	6. Mass Intentions – Bernadet
		1. When a special mass is planned (i.e. priesthood anniversary, graduation mass, wedding anniversary etc.) a regular mass intention should not be schedule at same time.
		2. Fr. Suresh indicated there is a new policy stating there can be multiple mass intentions on one Sunday/month
	7. Necrology list in the bulletin – Update
		1. Consensus reached to no longer publish the necrology in the bulletin.
		2. A binder will be placed in each church with the names
		3. The binder will be updated yearly
	8. 50/50 and Bingo – Nadine
		1. The idea of a 50/50 was presented to the Council. It was suggested envelopes should be available in the pew with a label on it to write the name of the person and contact information. A fee of $5 for each envelope to be deposited in the collection. These envelopes will be separated from the collection and calculated. At the last Sunday of the month, all the envelopes are place in a box and one envelope is drawn. The winner collects half of what was collected during that month. This activity works very well in other parishes. Bernadet would like Nadine to do a presentation at the Finance Council for approval.
	9. Clarification for parking spaces for parishioners at St. Dunstan’s
		1. Concern has been raised by parishioners that there is very little parking space available off King Street during the week
		2. Father Suresh explained there is a Commissioner who keeps an eye on the parking lot to ensure rules are followed. Our office also keeps an eye on the parking spaces and if someone is parked in our reserved spots, a note is left and after a certain period of time, a tow truck is called.
		3. Other parking options were discussed
			1. Metered parking on Brunswick Street
			2. Several parking spaces available in the driveway off Brunswick Street
			3. Parking garage on King Street
7. Written Committee Reports:
8. Faith Formation – see attached
9. Finance Council – see attached
10. Communication – see attached
11. Liturgy
	1. Issues with music during the summer with no availability on several Sundays
	2. Asking about the policy for taking communion to shut-ins. Discussed Responsible Ministry guidelines.
12. Couple for Christ – see attached
13. K. of C. – no report
14. CWL – no report
15. Other
	1. Request for Catholic School
		1. Request came from parishioners asking about the feasibility of having a Catholic School at the Monsignor Boyd Family Center.
		2. This will in no way be a responsibility of Pastoral Council or St. Dunstan’s church
		3. A message will go in the bulletin to inquire about interest in a school. Rodney Savidge will be the contact.
	2. Use of Kitchen Policy
		1. Rodney reported on the Building and Grounds Committee concern for responsible use of the kitchen facilities at the three church sites. Council agreed that there should be a policy to ensure people who use a kitchen at any church site understand food safety and operation of the equipment. It was suggested Building and Grounds Committee produce the policy.
	3. Senior Watch
		1. Suggestion to open the gym for those who do not have air conditioning during any heat waves this summer.
	4. Prayers for the sick
		1. A consensus was reached to advise parishioners that the name would stay on the list for four consecutive Sundays. The family/parishioner would then need to call the office to have their name remain on the list for another four Sundays.
16. Comments from Father Suresh
	1. Sacraments
		1. Ideally sacraments are to be celebrated with the community to provide support to the families
		2. Suggested to restart visits by the priest to the parishioners. Could start with members of the Pastoral and Finance Councils.
	2. Mass in cemetery
		1. At St. Columba cemetery – would take up a special collection for the cemetery
		2. At Heritage cemetery in Fredericton
		3. Further planning to be done
17. Closing Prayer (Father Suresh).

Date/Time next meeting: September 12th @ 5:30 p.m.