

St. Edward's Parish
Pastoral Council Meeting
September 6, 2016

In attendance: Ed Lawlor, John Power, Jackie Hennessey, Patricia Power, Tony Gilbert, Fr. Critch, Cathy White

Regrets: Sean Doyle, Gerald Walsh

- 1.0 Welcome & Opening Prayer – Fr. Critch invited council members to parish house for meet & greet and lovely dinner which he prepared for all members. At completion of dinner, meeting began with distribution of opening & closing prayer which was recited by all members.
- 2.0 Review and Adoption of Agenda – Agenda was adopted with some additions
- 3.0 Review and Adoption of Minutes – The minutes of June 4, 2016 were accepted by Jackie Hennessey and seconded by John Power with the following correction: 5.0 under “Other” should read Fr. Joe Barton responded ...
- 4.0 Business Arising:
 - 4.1 Parking Lot – As discussed during the last meeting the church parking lot needed to be resealed and lined. An additional handicapped blue zone also needed to be created. Fr. Critch will follow up with Jason Greeley regarding such.
- 5.0 New Business:
 - 5.1 Parish Council Guidelines – Fr. Critch distributed the Parish Pastoral Council Guidelines to council members. The guidelines will be reviewed and discussed at the next meeting. Once the guidelines have been accepted they will be put on the website.
 - 5.2 Decree of Mandate – Fr. Critch has received a letter from Archbishop Martin Currie outlining a list of decrees which he will be expected to follow. The letter was distributed to council members for review and comments. Fr. Critch is on the Personnel committee and will work with the Strategic planning committee.
 - 5.3 Strategic Plan – ongoing
 - 5.4 Fall Fair – Council members explained how the fall fair worked in the past and gave examples of successes and challenges. An announcement will be put in the bulletin to encourage people to get involved and join the fall fair committee.
 - 5.5 Signage/communications – The church sign on route 60, main road, across from Long Shore Road cannot easily be seen as it is hidden by other signs and shrubs. It is important to have the sign visible as we have many new people moving into the parish. A new sign will be designed with bright lettering to put over the old sign. A flyer, advertising the parish will also be created and distributed once a year.
 - 5.6 Regional Pastoral Council – St. Edward's Parish are hosting the next meeting on October 15, 2016 from 10:00am – 12:00pm. Soup and sandwiches will be provided for 15-20 people. Parish council members are invited.
 - 5.7 Archdiocese Pastoral Council – Next meeting is scheduled for Sept. 16, 2016. Ed Lawlor, representative for our parish will not be available for this meeting.
 - 5.8 Charity Fund – council members discussed the purpose of the charity fund and how it would work. During the last meeting Fr. Bill suggested that someone from the sisters of Mercy, who is familiar with a charity fund, be invited to a council meeting to explain the function and purpose of the fund. Fr. Critch will follow up on this matter.

6.0 Other

- There has been a shortage of some ministries especially during the summer months. For example there are only 4 coordinators, two for Saturday, and two for Sunday. They are responsible for ensuring that ministers are present for their duties, and must find replacements, if necessary. There is also a shortage of sacristans. The people in this position need to be very knowledgeable about the mass and therefore should be appointed or selected. It was suggested that a sign up week-end for all ministries is needed. Patricia will give information describing the duties of each ministry to Fr. Critch for review.
- The screening forms from the archdiocese are needed. Fr. Critch will get the forms and give them to Jackie Hennessey for distribution.

7.0 The next meeting will be held October 4, 2016 at 7:30 in the parish house

8.0 Closing Prayer – recited by all council members

Meeting adjourned – 9:50pm

Minutes submitted by: Cathy White