

St. Edward's Parish  
Pastoral Council Meeting  
December 12, 2016

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

**Regrets:** Gerard Walsh

- 1.0 **Welcome and opening Prayer** – Council members thanked Fr. Critch for a lovely dinner. The opening prayer was lead by Fr. Critch.
- 2.0 **Review and Adoption of Agenda** – addition to agenda, “church maintenance,” under Other.
- 3.0 **Review and adoption of minutes from Nov. 8, 2016** – reviewed and adopted by John Power, seconded by Patricia Power.
- 4.0 **Business Arising:**
  - 4.1 **Elections** –
    - 1<sup>st</sup> week – notify congregation that elections will be held in the near future
    - 2<sup>nd</sup> week – describe role of parish council members
    - 3<sup>rd</sup> week – indicate positions available
    - 4<sup>th</sup> week – attach nomination forms to bulletin
    - 5<sup>th</sup> week – return nomination forms
    - 6<sup>th</sup> week – if more people are nominated than positions available than elections will Occur
  - 4.2 **Screening update for new ministers** – Most of the forms have been completed for the 12 new people who have signed up. Some new people have signed up for presentation of gifts and they will be scheduled for January. Fr. Critch would like to have some young people read, if possible. It was suggested that a short orientation maybe needed to encourage new readers to sign up. Fr. Critch will review the list of ministers to ensure that everyone is given a turn and that those who do not show up on a regular basis are contacted to determine if they are still interested.
  - 4.3 **Assistance for food bank** – Fr. Critch is the chair of the food bank committee for the churches. The Committee met with the mayor of CBS, Mr. Tessier to express their concerns regarding lack of funding for the food bank. The food bank is presently spending more money than they are receiving, which is primarily due to the high cost of rent and the increase usage. The food bank is paying \$2000.00 rent per month and usage is up 70%. Some churches are contributing more than others to the food bank, and although St. Edwards Parish does contribute food, it does not give any money. We need to find a way to increase our contribution to the food bank. The council suggested that the parish could have a 50/50 draw once a month with 100 tickets. All proceeds from the draw would be given to the food bank. A committee would need to be formed to conduct the sale of tickets and address any issues or concerns. It was also suggested that some parishioners maybe willing to commit to buy a ticket once a month for a year.
  - 4.4 **Website Development** – A meeting was held with Ed Smith to discuss the website and determine how others, such as Fr. Critch could add information to the site. Information on the sacraments could be added to the site and also the minutes from the council meetings of September and November must be sent to Mr. Smith.

## 5.0 New Business

- 5.1 **Sacramental Preparation** – 20 children have registered for first communication and confirmation. The children must attend mass every week and will meet once a month after mass to receive additional information. Confirmation will take place in early May and First Communion a few weeks later.
- 5.2 **RCIA Team** – Two adults have indicated their desire to become catholic and as part of their training they will meet once every two weeks with the RCIA team. The RCIA team needs 3-4 people to join the team. If you know of anyone who may be interested please contact Fr. Critch.
- 5.3 **Finance Committee** – The first official meeting was held with the new Finance Committee and a budget report will be distributed with the church bulletin.
- 5.4 **Knights of Columbus Hall** – Many repairs are needed to the hall, which is located on the main CBS highway in Kelligrews. The furnace recently broke and the floor and roof need repairs. The KOC have a long term lease to use the building and pay heat and insurance. Fr. Critch will follow up with the finance committee and the Archdiocese to determine how the church can assist the KOC.
- 5.5 **Cemetery Fund** – The cemetery needs a separate fund. All money collected at the cemetery mass should go into that fund. Donation cards also need to be put in the funeral home to collect money for the fund.
- 5.6 **Pastoral Care** – The team is trying to determine if there are people in the Special Care Homes who may like to receive communication. Gully Pond Manor was recently closed and residents were moved elsewhere. The team will follow-up to ensure that everyone who was receiving communication can continue to do so.
- 5.7 **Bereavement Team** – need more members
- 5.8 **Development and Peace** – Sister Madeline and Mary Holloway are members of this team. It would also be nice to get high school students involved.

## 6.0 Other

- 6.1 **Church Maintenance** – It was noted that the ceiling in the church as well as the fans had a black coating on it. This was caused when the motor broke in the air exchanger and soot or dirt from the air exchanger went into the ceiling. The ceiling needs to be vacuumed and a new motor has been ordered from Montreal. The motor is scheduled to be installed Wed, Dec. 13<sup>th</sup>.
- 6.2 **Lenten Mission/ Adult Faith Development** – Fr. Critch would like to have a retreat twice a year. Fr. Michael Kelleher, a Redemptor priest from Ireland, has been scheduled from March 11-15, 2016 to lead a retreat in the parish. Starting January 18, 2016 there will be a week of prayer for Christin Unity. A combined choir from all parishes will perform and a minister or lay person will have a significant part in the service.

7.0 **Next meeting** – Tuesday, Jan 10<sup>th</sup> at 7:00pm, Parish house. Meeting adjourned - 10:05

8.0 **Closing Prayer** – lead by Fr. Critch                      Minutes submitted by: Cathy White

