

**Parish Pastoral Council Meeting
February 17, 2016**

Present: Fr. Ray, Eileen Bowes (staff-ex officio), Jane Brihan (staff- ex-officio), Peg Bush, Allison Cyganowski, Rosemarie Dykeman (finance council- ex-officio) , Jacques Gagnon, Ludwig Heil, Sandy Hogan, Fatima Walsh (staff- ex-officio), Sandy Zielie (development – ex-officio)

Absent: Bruce Denner, Deacon Chris Everhart (staff- ex-officio), Sue O’Malley, John Sullivan

1) **Opening Prayer** – members

2) **Minutes** – Minutes of January 20, 2016 meeting were accepted and will be posted on the website.

3) **Development of an ICC Parish Pastoral Council (PPC) Constitution:** Ludwig facilitated continued discussions regarding the Pastoral Council Constitution:

- Article 4: Nomination and selection of members
- Article 6: Areas of ministry
- Members discussed whether it would be preferable to elect two co-chairs for the PPC rather than a Chair and Vice-Chair. The members decided that they preferred a clear demarcation of responsibilities with a Chair and Vice-Chair. However, the Chair will enlist the support of the Vice-Chair in carrying the workload.
- Sandy suggested that rather than edit every section as a large group, a small committee could be formed to “wordsmith” the document and present the finished draft for final approval at the next meeting. Eileen also cautioned that the Constitution needs to conform to specifications and wording in Canon Law as evidenced in the Guidelines for Parish Pastoral Councils (Paulist Press, 2001). All were in agreement and Sandy, Ludwig, Jacques, and Eileen will meet on 2-24-16 to review and prepare the draft.

4) **Outreach to Parish Ministries:** Members discussed how to take the ICC parish mission and begin to collaborate more closely with all of the ministries currently underway in the parish. Ideas included assigning members as liaisons to various ministries as well as inviting leaders from the ministries to visit Council meetings to discuss their goals and how they support the parish mission. We also discussed the importance of ministries and ICC parishioners being more visible in our community at large. We decided to continue this discussion at the next meeting and to develop a plan for working with our four ministry categories which all work toward evangelization: Worship and Prayer; Education and Formation; Christian Service; and Stewardship.

5) **Leadership:** Members nominated Ludwig Heil to take the role of Chair and Allison Cyganowski as Vice-Chair. They both accepted the members’ nominations. Congratulations and thank you!

6) **Collaboration with Ministries:** Ludwig reported that the Knights of Columbus have been invited to address the PPC in March regarding their Catholic Faith programming on Nashua Cable Access Television (Channel 96).

7) ***Action Plan: Immediate tasks before next meeting:***

Item	Member responsible
Draft constitution sections developed tonight and send to all members	Ludwig
Send members copies of the revised Ministries Commissions document	Ludwig
Wordsmith constitution draft and send to all members prior to next meeting	Eileen, Sandy H, Ludwig, and Jacques
Invite K of C to March 16 meeting	Ludwig
Prepare agenda for next meeting	Father Ray, Ludwig, Allison
Prepare meeting minutes	Sandy H
Send approved Jan minutes for website posting	Sandy H
Notify members of next meeting	Sandy H

- 8) ***Next Meetings for FY 2015-2016:***
Wednesday March 16th , 7PM
Wednesday April 20th , 7PM
Wednesday May 18th , 7PM
Wednesday June 15th , 7PM

- 9) ***Closing Prayer: Father Ray and members***