

**Parish Pastoral Council Meeting  
September 19, 2017**

**Present:** Fr. Ray Labrie, Eileen Bowes (staff-ex officio), Peg Bush, Bruce Denner, Rosemarie Dykeman (finance council- ex-officio), Deacon Chris Everhart (staff- ex-officio), Jacques Gagnon, Ludwig Heil, Sandy Hogan, Sue O’Malley, Fatima Walsh (staff- ex-officio)

**Absent:** Allison Cyganowski, John Sullivan, Sandy Zielie (development – ex-officio)

- 1) **Opening Prayer** – prayer by Eileen and Fatima
- 2) **Minutes** – Minutes of 6-5-17 meeting were accepted and will be posted on the website.
- 3) **Update from Welcome Sub-Committee**
  - ✚ Becoming a Missionary Parish: Approximately 130 ministry leaders attended the Divine Renovation Info Night September 13<sup>th</sup>. Ludwig did the presentation followed by 30 minutes of Q&A. Feedback included ministry members wanting to get more involved in planning and collaborating with the PPC, a request for a Saturday ALPHA, people saying hello and being “prayer buddies” at the start of Mass, placing children’s missals in the church, reinstating the children’s wooden offertory churches for placing their offerings , encouraging more people to read Divine Renovation, and placing brief monthly requests for greeters and updates from the PPC in the bulletin and website. The Welcome Committee decided it needs to meet again.
  - ✚ In regard to Saturday ALPHA, Sue will check with the manager at the Holiday Inn to inquire if they could host us Saturday mornings for a period of 10 weeks.
  - ✚ Welcome and Information Booth: The welcome booth has been well received thus far. The booth will be set up every other weekend until all challenges are worked out, then it will be used weekly. Ideas for the booth included having all ministries prepare standardized one page handouts and inviting ministries to take turns hosting the welcome/info kiosk and highlighting their ministries.
  - ✚ Fifty Year Anniversary: No report
- 4) **Summary of systems work completed to date:** Ludwig provided a summary of the work we have completed as well as 6 month planning guides for the Community and Discipleship systems:

| Description / Area   | Completed? | Completion Date |
|--|------------|-----------------|
| PPC Operating Model  | X          | May 2016        |
| Mission Statement reviewed / modified (Phase 1)                  | X          | Sept 2016       |
| Ten Values Analysis  | X          | Nov 2016        |
| Community / Fellowship SWAT Analysis                             | X          | March 2017      |
| Discipleship SWAT Analysis                                       | X          | May 2017        |
| Ministry SWAT Analysis   | Open       | Oct-Nov 2017    |
| 1 <sup>st</sup> Five, Three, and One Year Strategic Plan (draft) | Open       | Dec 2017        |
| Worship SWAT Analysis  | Pushed out | 2018            |
| Evangelization SWAT Analysis                                     | Pushed out | 2018            |

- 5) **Viewing of webinar “Revitalizing Parishes for the 21<sup>st</sup> Century: Making Missionary Disciples” with Fr. James Mallon and Dick Kiernan followed by discussion:** Components of the webinar included the following topics:

- ✦ Why is ALPHA the chosen tool for Divine Renovation?
  - ✦ Meaning of “Maintenance to Mission
  - ✦ Divine Renovation Game Plan /Strategy
  - ✦ Role of the Parish Leadership Team
  - ✦ What is a Missionary Disciple?
  - ✦ Transformative Prayer Experiences of the Holy Spirit for Making Disciples
  - ✦ Follow up: check websites for information about Divine Renovation and ALPHA
- February 15-16 conference with Fr. Mallon in Springfield, Mass. [www.alphanewengland.org](http://www.alphanewengland.org)  
 June 2018 Conference on Divine Renovation [www.divinerenovation.net/save\\_the\\_date?splash=1](http://www.divinerenovation.net/save_the_date?splash=1)  
 St. Benedict’s, Halifax has a special site allowing to sign-up for ministry service  
[www.saintbenedict.ca/saintbpserve/](http://www.saintbenedict.ca/saintbpserve/)

- 6) **Closing Prayers:** Fr. Ray and all members

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

| Item   | Member(s) responsible    |
|--|--------------------------|
| Pray for Immaculate Conception Parish and the PPC    | All members              |
| Plan welcome committee meeting                       | Eileen et al             |
| Plan monthly PPC blurbs for the bulletin and website | Peg                      |
| 50 <sup>th</sup> Anniversary planning                | Sandy Z                  |
| Plan followup workshop for ministry members          | Ludwig et al             |
| Start Divine Renovation book group                   | Sandy H                  |
| Prepare agenda for next meeting                      | Fr. Ray, Ludwig, Allison |
| Prepare meeting minutes                              | Sandy H                  |
| Send approved minutes for website posting            | Sandy H                  |
| Request meeting space per schedule                   | Sandy H                  |

- 8) **Meeting Schedule:** The following is the schedule for FY 2017-2018:

- ❖ Tuesday Oct 17, 2017
- ❖ Tuesday Nov 21, 2017
- ❖ Tuesday Dec 19, 2017
- ❖ Monday Jan 8, 2018
- ❖ Monday Feb 5, 2018
- ❖ Monday March 5, 2018
- ❖ Monday April 2, 2018
- ❖ Monday May 7, 2018
- ❖ Monday June 4, 2018