

**Parish Pastoral Council Meeting
November 21, 2017**

Present: Fr. Ray Labrie, Peg Bush, Allison Cyganowski , Deacon Chris Everhart (staff- ex-officio), Jacques Gagnon, Ludwig Heil, Sandy Hogan, Sue O’Malley, John Sullivan, Fatima Walsh (staff- ex-officio), Sandy Zielie (development – ex-officio)

Absent: Eileen Bowes (staff-ex officio), Rosemarie Dykeman (finance council- ex-officio)

1) **Opening Prayer** – Fr. Ray and all

2) **Minutes** – Minutes of 10-17-17 meeting were accepted with one correction and will be posted on the website.

3) Update from Welcome Sub-Committee:

✚ Information Booth: Ludwig has prepared a Power Point presentation that can scroll continuously when the booth is open. A laptop has been donated that can stay in the booth to be used for presentations. Peg’s after Mass talk about the information booth has been postponed until January because of other talks scheduled for December. Immaculate Conception 50th anniversary ornaments will be available for purchase at the booth in December. It continues to be difficult to get PPC members to help with the booth because of other commitments at Mass.

✚ New Parishioner Welcome Luncheon: A new parishioner luncheon was held on Sunday November 19th. Approximately 15 new parishioners attended. Several staff members and Pastoral Council members also attended to interact with the new parishioners. The luncheon appears to have been well received.

4) Update from Ministry Leadership Meeting Sub-Committee:

✚ The sub-committee met on Nov 1st. Three meetings were booked for orienting parish ministries:

1. Wed Jan 24th for ministry heads only (or representative) in double room: share PPC’s framework based on our parish mission and Divine Renovation concepts of making “missionary disciples”, share status of strategic plan, request that they learn about Divine Renovation (books to be handed out) and examine their ministry goals. Request that they write up a ministry summary.

2. Wed March 21 for all ministry members in gathering hall: ministries will share their summaries and goals, work on deeper examination of how their goals synchronize with that of Immaculate Conception Parish, introduce PPC ministry liaisons

3. Wed May 23 for all ministry members in gathering hall and church: solidify that all ministries are in alignment, celebrate with prayer service in the church

✚ Next Ministry Leadership planning meeting is scheduled for Monday Dec 4th, 6:30PM to plan and structure the Jan 24th meeting as well as how to notify ministry leaders.

5) **Fifty Year Anniversary:** Sandy Zielie reported that she recently met with the parish staff about including many activities already planned into the anniversary celebrations rather than adding more work and more activities into an already very busy parish calendar. The plans will focus on “Being a Parish Family”. Fr. Ray shared plans for a parish census at Christmas time as well as development of a new parish directory with parishioner photos starting in January. The

anniversary year will culminate in fall 2018 with the parish fair being planned as well as a special Mass in October. A parish-wide banquet or meal is under consideration.

Sandy explained that this “repurposing” of planned events will free her up to focus on development work of growing a culture of stewardship and philanthropy at Immaculate Conception.

6) Living as Missionary Disciples:

- ✚ Ludwig shared that the February conference with Fr. James Mallon in Springfield Mass. has been cancelled.
- ✚ The 6th ALPHA sponsored by Immaculate Conception will begin Thursday Jan 11th at the Holiday Inn. This 8 week “ALPHA Café” series will be led by Peter Carpentier who has many years of ALPHA leadership experience. Peter is a new parishioner at Immaculate Conception.
- ✚ Ludwig encouraged members to explore the St. Benedict’s Nova Scotia Ministry website <http://www.saintbenedict.ca/saintbpserve/> for ideas about how to engage parishioners in our ministries.

7) Strategic Planning for Ministry System: Ludwig facilitated members in developing a definition of Ministry as well as a Five-Year vision of how we hope parish ministries will grow. We also completed a SWOT analysis for Ministry. Ludwig will type up the results and send to members within a few days.

8) Financial Report: members requested that Rosemarie Dykeman be scheduled to give us regular financial committee updates.

9) Resignation: Bruce Denner has resigned from the Pastoral Council.

10) Closing Prayers: Fr. Ray and all members

11) Action Plan: Immediate tasks before next meeting:

Item	Member(s) responsible
Pray for Immaculate Conception Parish and the PPC	All members
Dec 4th ministry leadership planning meeting at 6:30	Ludwig et al
Quarterly report from Finance Committee	Rosemarie
Prepare agenda for next meeting	Fr. Ray, Ludwig, Allison
Prepare meeting minutes	Sandy H
Draft thank you letter to Bruce	Sandy H
Send approved minutes for website posting	Sandy H

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

- ❖ Monday Jan 8, 2018
- ❖ Monday Feb 5, 2018
- ❖ Monday March 5, 2018
- ❖ Monday April 2, 2018
- ❖ Monday May 7, 2018
- ❖ Monday June 4, 2018