

St. Mark's Parish Pastoral Council

March 14, 2018

In Attendance:

Beyea, Dianne
Brown, Sandra
Burns, Fr. Owen
Carey, Pat

Connors, Michele
Ellis, Wendy
Glasgow, Mary Alice

MacDonald, Mike
McGrath, Lawrence
Stroud, Anne

Absent:

Arsenault, Sr. Mae
Carvell, Trinda

Doherty, Bob
Howe, Marilyn

Isaacs, Denise
Johnson, Kayla

The meeting was called to order by Chair Pat Carey at 7pm.

The opening prayer was led by Sandra Brown.

Pat reviewed highlights of the minutes of our last meeting. He mentioned that he has approached people to encourage them to assist with the Hospitality ministry at the 11:15am Masses. Fr. Burns questioned a point from the presentation given by Rick Northrup, Coordinator of the Hospitality Ministry, stating that he was not aware that he was to look after shutting off the lights after the Masses. Fr. Burns will follow up with Rick concerning this.

The minutes of the February 21, 2018 meeting of Parish Pastoral Council (PPC), were approved on a motion by Mary Alice Glasgow, and seconded by Lawrence McGrath.

Business Arising from Previous Minutes

- 1. Parish Information Booklet:** Update: Wendy: Wendy circulated examples of the bookmark and card she has developed. The card has a more traditional look, while the bookmark is more modern in appearance. Both display basic information about our parish, including our church address and office phone number, pastor's name, mass times and the addresses of our website, Facebook and Twitter accounts; both may also be used to request that parishioners be contacted by our Welcome Team. Only forty of each piece have been printed, as some information may require changes in the near future. Wendy and Dianne will look after selecting locations to display the cards and bookmarks where they are visible and easily accessible to parishioners and visitors.
- 2. Appointment of a second youth member to PPC:** Update: Anne: Kayla has messaged the selected youth member, but has not received a response. Anne will ask that Kayla make another attempt at contacting her.
- 3. Purchase of a defibrillator/establishment of a First Aid Ministry:** Update: Pat: A lawyer has stated that the likelihood that any liability to St. Mark's would arise from the use of a defibrillator on our premises would be remote, and more than outweighed by the benefit of having one available to use in emergencies. In New Brunswick, a Volunteer Emergency Aid Act, or "Good Samaritan" law exists, so volunteers would only be held liable if gross negligence was proven. Lawrence pointed out that AEDs (Automated External Defibrillators) will not work unless they are medically needed and properly applied. Council reviewed information about AEDs provided at our last Council

St. Mark's Parish Pastoral Council

meeting. It was noted that the "Position Statement on Public Access to Automated External Defibrillators (AEDs) from the website of the Heart and Stroke Foundation of Canada suggests:

"Sudden cardiac arrest occurs with a frequency of roughly 1 per 1000 people 35 years of age or older per year.⁶

Any location that has 1000 adults over the age of 35 present per day during the normal business hours (7.5 hours/day, 5 days per week, 250 days per year) can expect 1 incident of sudden cardiac arrest every 5 years."

Although the expected number of incidents requiring the use of an AED at St. Mark's is low, it was noted that many of our parishioners are seniors. Sandra stated that if an AED is only used once and it saves one person, it is well worth the expense. Mike asked that, if an AED is purchased, we ensure that it is a CSA or ULC approved unit. Pat stated that the AED we would purchase would be an approved unit obtained from St. John Ambulance. Some training would be included in the purchase price. Fr. Burns will approach the St. Mark's Finance Committee regarding the purchase of an AED, rather than looking for a group to launch a fundraising initiative. Pat will follow up with St. John Ambulance. With regards to basic First Aid training, Michele suggested that many parishioners may already have received training. Fr. Burns is interested in arranging a First Aid Training Day for parishioners, with training provided by the St. John Ambulance at our Parish's expense.

- 4. Communication about changes re: Mass:** Fr. Burns: A complaint from a parishioner was brought forward by Trinda at our February meeting. The trigger was the holding of the blessing of the throats on the Feast of St. Blaise at a special Mass, rather than after all Masses on the nearest weekend. Fr. Burns felt that we already have sufficient methods of communicating changes, including the bulletin, overhead announcements, website, Facebook and Twitter and he will not be reading the bulletin at Mass. He noted that he blessed throats at several other Masses, upon request. Fr. Burns mentioned

That St. Mark's will be adopting the practice of having a lector give a short welcome and introduction just prior to the start of Mass. This will be introduced sometime after Easter.

New Business

- 1. Parish Mission:** Fr. Burns: Father Burns would like to hold a mission. The mission could be run by a visiting priest or a layperson (which may appeal more to younger parishioners). Fr. Burns asked Council's opinion regarding the best time of year to hold a mission at St. Mark's. Wendy suggested any time after Christmas and before Ash Wednesday. In the New Year, people often make resolutions to improve specific areas of their lives, including their faith lives. Council was of the consensus that January or February 2019 would be a good choice. Other considerations include: Day or evening? Target audience? Mary Alice stated that Jennifer Fabrizi is looking at bringing in someone to run a mission in 2018, so she will check into this. Fr. Burns will contact possible leaders/speakers.
- 2. Parish celebration of the Feast of St. Mark on April 25:** Fr. Burns: Fr. Burns plans to hold an evening Mass to celebrate the feast day, followed by a time with refreshments and socialization. April 25 falls on a Wednesday. After some discussion, it was decided to have coffee, tea and cake in the foyer following Mass; in years to come, this could be expanded to involve a larger gathering akin to a "mini church picnic" downstairs. Mass will be held at 6pm, not 7pm on April 25. In future, the times of the weekday Masses will be changing, so this is an opportunity to try an earlier start. With an earlier start, there will be more opportunities to hold meetings and events after Mass. It was also noted the Fr. Burns will be changing his day off from Monday to Friday, and that members of the Finance Committee and Liturgy Ministry will be attending Council's April meeting to discuss possible changes to our summer Mass schedule. Dianne will

St. Mark's Parish Pastoral Council

contact the Men of St. Mark's to see if they are able to supply the coffee, tea and cake for April 25, and Wendy will promote the Mass and celebration on our Parish website and Facebook.

3. **Parish Pastoral Council election in May:** Four current Council members are completing their terms: Pat Carey, Sr. Mae Arsenault, Denise Isaacs (replaced Mavis Drummond) and Lawrence McGrath (replaced Bill Lawlor). It is expected that these members will form a committee to organize the election. Pat suggested that the election be held on a different date so that more parishioners would be able to vote. (Elections are normally held on the last weekend of May.) Anne stated that according to our by-laws, the election must be held in May. As the third weekend in May is the Victoria Day holiday weekend, and confirmation will take place on the second weekend, Council decided to hold this year's election on the first weekend in May, which is May 5/6. This is the same weekend as First Communion. Election information will be added to the bulletin, with April 8 listed as the nomination deadline. Council members are asked to approach potential candidates before our April PPC meeting. There was discussion as to whether members who had not served full terms because they were replacing members that had resigned could continue as Council members without running for election. Anne referred members to *Article IV-Vacancy, Section 1* in our Council By-Laws which states that a member appointed by Council to fill a vacancy created by a member who does not complete their term "shall complete the term of office of the person replaced".
4. **E-mail from a parishioner re: heating system/energy needs:** Anne: Council received an e-mail from parishioner, Peter Little, concerning our high heating costs. The e-mail was circulated to Council members prior to our meeting and copies were also available at our meeting. Peter has suggested that our parish may be able to save money by installing heat pumps. Points which emerged in the discussion which followed included:
 1. An existing A/C unit at St. Mark's can also be used as a heat pump. The heat pump function is always enabled.
 2. Heat pumps are more efficient than a hot water heating system and BTUs from oil are more expensive than those from electricity. This was not the case when the church was constructed.
 3. We face different challenges heating our church than are experienced heating a residential property.
 4. The current electrical entrance could be an issue when looking at converting to heat pumps.
 5. St. Mark's should have a professional do an assessment before any decision is made to convert our heating/AC systems.
 6. Mike spoke at length about his involvement in selecting the heating system for our church as a member of our original Building Committee almost forty years ago. He agreed to provide this information in an e-mail. Please refer to the attached document.

Council was of a consensus to forward Peter Little's e-mail to our Building Committee. Mike's e-mail will also be forwarded to the Building Committee.

In his e-mail, Peter Little also commented on possible expenditures to install a big screen in the church, and to install a tabernacle behind the altar. Pat requested that Fr. Burns speak to Council about his plans for the altar, and discussion took place concerning obtaining and installing a tabernacle. Fr. Burns noted that there are professional needs required in order for him to perform his role as our Parish priest. To this end, he has recently had the vestments updated. He plans to add a tabernacle behind the altar, rather than housing the Blessed Sacrament in its current location in the chapel. The chapel location does not meet the requirements for housing the Blessed Sacrament, as it is located at the back of the church, rather than beside, or behind the altar in the sanctuary. Fr. Burns has sourced a previously used

St. Mark's Parish Pastoral Council

tabernacle which is available to St. Mark's at no cost. It is constructed from metal, and would need to be professionally polished. It would meet the requirements of a true tabernacle. The current location would be decommissioned. One option may be to locate the tabernacle on a floating shelf on the back wall behind the altar. This move will allow the Blessed Sacrament to become the focus of our celebrations. It is anticipated that this will be in place for Mass on Corpus Christ on the weekend of June 2/3.

Updates re: Parish Ministries: There were no updates.

Divine Renovation: PPC members discussed many points and suggestions from the book. Council decided to continue to educate ourselves by reading another book concerning revitalization. Fr. Burns and Wendy suggested three books: *Rebuilt: The Story of a Catholic Parish*, *Forming Intentional Disciples* and *Divine Renovation Apprentice*. Council chose to read *Rebuilt* next and Wendy will order the books.

The meeting was called to a close by Pat Carey.

The closing prayer was led by Michele Connors.

Next meeting will be held on Wednesday, April 11, 2018 at 7pm in Room 1.

Please note: At our April meeting, Brenda Renaud will speak to Council about the Music Ministry. The members of the Finance Committee and Liturgy Ministry will join us to discuss possible changes to mass times.

Opening prayer to be led by Fr. Burns.

Closing prayer to be led by Mike MacDonald.