

St. Mark's Parish Pastoral Council

April 11, 2018

In Attendance:

Arsenault, Sr. Mae
Beyea, Dianne
Burns, Fr. Owen
Carey, Pat

Carvell, Trinda
Connors, Michele
Doherty, Bob
Ellis, Wendy

Isaacs, Denise
MacDonald, Mike
McGrath, Lawrence
Stroud, Anne

Absent:

Brown, Sandra
Glasgow, Mary Alice

Howe, Marilyn

Johnson, Kayla

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

The opening prayer was led by Fr. Burns.

The meeting commenced with a discussion concerning proposed changes to the Mass schedule at St. Mark's. Members of the Liturgy Ministry and Finance Committee had been invited to participate in this portion of the Council meeting and many were in attendance.

Fr. Burns opened the discussion by stating that the need for change is supported by the results of the Disciple Maker Index (DMI) Survey previously completed at St. Mark's. Changes are required to both the weekday and weekend Mass schedules.

Days and times of weekday Masses must be adjusted because Fr. Burns plans to change his day off from Monday to Friday. **New weekday Mass days and times are as follows:**

Monday & Wednesday 6:30pm.

Tuesday & Thursday 9am

Friday: No Mass

Fr. Burns has spoken to those who coordinate the weekday Masses, along with those who attend these Masses regularly. Both groups are in agreement with the new schedule. Because the evening Masses will start at 6:30pm, there should be little disruption to activities that currently start at 7pm, such as choir practice and Rosary. **It is anticipated that the new weekday Mass schedule will take effect on April 30.** The new schedule will be posted on our website and will appear in the overhead announcements before Mass. Funeral Masses will continue to be celebrated at 10am.

As driven by the results of the DMI Survey, **the number of weekend Masses held at St. Mark's will be reduced from three to two.** Points considered in the ensuing discussion included:

1. There are currently insufficient numbers of parishioners attending Mass at St. Mark's to warrant three weekend Masses.
2. Bishop Harris has stated that Masses of "convenience" are to be eliminated.
3. The status quo is not an option.
4. Eliminating one Mass will help to fill empty seats at the other two Masses, making our celebrations more vibrant. It will also result in a more manageable schedule for those in liturgical ministries and make it more likely that sufficient ministers are present to serve at each Mass, including Masses during the summer.

Minutes by Anne Stroud.

St. Mark's Parish Pastoral Council

Comments, questions and suggestions included:

1. A survey should be done to allow parishioners to have a voice in the selection of the weekend Mass schedule. This suggestion was adopted. **A survey will be available to be completed at St. Mark's on the weekends of April 21/22 and April 28/29.** The survey will also be available on-line, and Wendy will e-mail the survey to parishioners having children in our Religious Education program. Wendy will develop the survey. **It is anticipated that the new weekend Mass schedule will become effective in June.**
2. Mike asked what the drivers were for the institution of Saturday Mass. Fr. Burns responded that Saturday Mass was initially intended as a Mass of "necessity" for shift workers, but has become a Mass of "convenience". There is a movement to eliminate Saturday Masses and have all the weekend Masses on Sunday.
3. It was stated that Our Lady of Perpetual Help (OLPH) offers four weekend Masses: Saturday 5pm; Sunday 8:15am, 10am and 12:15pm. Masses, including the 8:15am Mass, are well attended.
4. Some families have left St. Mark's to attend OLPH because their Religious Education program is seen to be "less rigorous".
5. It was suggested that we consider the Mass schedules at nearby parishes when setting our new schedule at St. Mark's, so that we are not competing for parishioners. It was also noted that duplication might not be a problem, ie. if our Sunday Mass is held at the same time as that held at OLPH, Mass times will not be a driver for parishioners to switch parishes.
6. More families with young children are now attending 11:15 Mass at St. Mark's rather than 9am Mass; if two Sunday morning Masses are retained, we should consider moving Children's Word Liturgy to the later Mass.
7. Concern was expressed about the financial implications of eliminating one weekend mass.
8. Janice spoke of a practice used in her former diocese in Cape Breton, where parishioners' weekly offering envelopes were returned to their home parish no matter which church in the diocese they attended that weekend. This meant that parishioners continued to support their home parish financially even when they attended Mass elsewhere in the diocese. For such an initiative to work here, increased cooperation between our local parishes would be required.
9. Many in attendance were enthusiastic about the idea of St. Mark's holding a mass on Sunday evening, preferably at 7pm. This is being considered. A Mass celebrated at 7pm Sunday evening could become popular with young people, as their sporting and social activities are generally over by Sunday afternoon. A Mass at this time may also be attractive to those who are away on weekends. A 7pm mass could offer a different style of music than that performed at morning Mass.

Our guest speaker, Brenda Renaud, spoke to Council about the St. Mark's Music Ministry. Brenda's Power Point presentation focused on:

1. What's involved in preparing music for a mass?: readings – gives ideas for songs; song books/hymnbooks – index; internet sites – CCCB, NPM; previous years' song lists; type list, prepare computer; practice!
2. Miscellaneous duties: reporting of songs to One License; photocopying and filing music; coordinating with other ministries (for retreats, funerals, special masses– CWL, confirmation); holding Evening Prayer; training cantors
3. Music Ministry – wish list: higher table for computer; more stands, microphones; accommodation for instruments; replace speakers (damaged); stronger light for projector; new hymnbooks when published; workshops for cantors, singers

St. Mark's Parish Pastoral Council

During her presentation, and the discussion which followed, Brenda also mentioned that:

1. She has been selecting our music for five to six years. Music is prepared at least one month in advance. She is currently selecting the music for Pentecost.
2. Our music is mostly contemporary.
3. Musical selections generally change from week to week, but the same music is played for each of the three Masses offered on a weekend, unless there is a special event such as Confirmation.
4. St. Mark's pays annual licence fees for the use of copyrighted music; for example, we pay about \$200US to OneLicense. Our fee is based upon a Mass attendance of 200-400 people per weekend. Usage must be reported. Sr. Theresa Hucul, SCIC, has allowed us to use her songs at no charge. Some older songs may be free to use because they are now in the public domain.

Fr. Burns advised Brenda that she could purchase music stands and that she was able to re-configure seating in the choir area to accommodate additional instruments, as needed. She was also given the use of an adjustable table for the Music Ministry computer. Bill Stroud spoke about other needed improvements, including the possible purchase of a mixer and repairs to the speakers, or their replacement. Bob suggested that Brenda reach out to local non-Catholic churches such as Kings Church regarding equipment. Wendy suggested that Brenda check with The Catholic Bookstore to determine discounts based on quantity when purchasing new hymn books. Wendy thanked Brenda for her support, stating that she has "an amazing dedicated group". Council thanked Brenda for her presentation and her work as the Director of our Music Ministry.

The remaining members of the Liturgy Ministry and Finance Committee left and Council proceeded with its regular meeting.

Pat reviewed highlights of the minutes of our last meeting. **The minutes of the March 14, 2018 meeting** of Parish Pastoral Council (PPC), were approved on a motion by Denise Isaacs, and seconded by Sr. Mae Arsenault.

Business Arising from Previous Minutes

1. **Appointment of a second youth member to PPC:** Update: Kayla: As Kayla was not in attendance, Anne provided an update sent by Kayla via e-mail. As Kayla has yet to receive a response from the potential youth member selected by Council, she will reach out to an alternate choice who she believes is a good candidate. Anne asked that Kayla attempt to contact the candidate within the next couple of weeks to determine her interest in the position; if she agrees to serve, Council will invite her to attend our June meeting/BBQ social.
2. **Parish Mission:** Fr. Burns: This item was deferred until a later meeting.
3. **Parish celebration of the Feast of St. Mark on April 25:** Update: Fr. Burns: To celebrate the feast day, Mass will be offered at 6pm on Wednesday, April 25. Cake and refreshments will be available in the foyer following Mass. Wendy will promote the Mass and celebration on our Parish website and Facebook.
4. **Parish Pastoral Council election in May:** Update: Pat: Four current Council members are completing their terms: Pat Carey, Sr. Mae Arsenault, Denise Isaacs (replaced Mavis Drummond) and Lawrence McGrath (replaced Bill Lawlor). Council members have identified four parishioners who are interested in serving three year terms on Council: Lawrence McGrath, Kayla Johnson, Peter Little and Ben Vienneau. Note that Kayla will now be serving as a regular member, rather than a youth representative. As there were no responses received to the request for nominations published in the church bulletin, and as four candidates have been identified, no election will be

Minutes by Anne Stroud.

St. Mark's Parish Pastoral Council

held. Our new Council members will commence their terms in September. They will be invited to our June meeting/BBQ social. Wendy would like to take photos of Council members at the June meeting.

5. **Responsibility for heating, lights and A/C:** Update: Anne: As there was some confusion re: these duties following a presentation at our February PPC meeting, Anne provided the following clarification for the minutes:
1. The members of the Hospitality Ministry are responsible for turning out the lights after mass and locking the church doors.
 2. If there are still parishioners in the church, the members of the Hospitality Ministry are to turn off the lights in all areas of the church **except the foyer**. If the last parishioner to leave does not shut off the lights, Fr. Burns will return later in the day/evening to shut them off.
 3. During the winter, heat in the church is left set at 17C. Members of the Hospitality Ministry are not responsible for adjusting the heat.
 4. The members of the Hospitality Ministry are responsible for turning on/off the air conditioning in the church.

Anne related an experience she had following 11:15am mass on April 8 in which a man carrying a pyx was unable to access the church as all three doors were locked, even though a baptism was taking place inside. Council felt that it would be reasonable to lock the two side doors, but to leave one of the foyer doors unlocked.

Anne mentioned that she had asked Dianne to forward her e-mail below to the Building Committee:

In Rick's e-mail, he stated that the Hospitality Ministry does not adjust the heat in the church, and that he believes that it is always set at 17C in the winter. If this is so, it might be beneficial to look into programmable thermostats for the church. This may be an opportunity to save on heating costs with only a small investment.

Dianne has not heard back from the Building Committee about Anne's e-mail or the e-mail from Mike MacDonald re: the building's heating system. Discussion took place concerning damage done to thermostats by people attempting to adjust them and about the possible replacement of light switches. Dianne will request that the Building Committee consider the replacement of light switches.

New Business

1. **Becoming more environmentally friendly:** Trinda: Due to the length of the meeting, this item was deferred to our May meeting. Anne distributed handouts prepared from the information found on the website link provided by Trinda prior to the meeting. Please see document entitled *How Styrofoam is Bad for the Environment*.

Updates re: Parish Ministries: There were no updates.

Discussion of Divine Renovation survey results: Due to the length of the meeting, this item was deferred to our May meeting.

The meeting was called to a close by Pat Carey.
The closing prayer was led by Mike MacDonald.

Next meeting will be held on Wednesday, May 9, 2018 at 7pm in Room 1.

Minutes by Anne Stroud.

St. Mark's Parish Pastoral Council

Opening prayer to be led by Denise Isaacs. Closing prayer to be led by Mary Alice Glasgow.

Minutes by Anne Stroud.