
Welcoming all to encounter Jesus, grow as disciples, reach out in faith and service.

St. Anne's Pastoral Council Meeting Minutes
MAY MEETNG - Tuesday, April 30, 2019
7:00 PM

1. Opening Prayer – group reflection
2. Appointment of Secretary – *Cameron Jackson*
3. Approval of Agenda (including additional agenda items)
4. Approval of April 4, 2019 Meeting Minutes – reviewed prior to meeting
5. Strategic Plan Initiatives – Discussion on all initiatives for 2019
 - a. Opportunities to Encounter Jesus – Clark/Vanessa
 - Adoration: request made to increase the hours for Adoration from Wednesday evening to an all-day occasion. This would require 10 additional volunteers from our Parish to work one hour shifts beginning after the 8:00 am Mass to 10:00 pm.
 - Action Item: Tillie to contact CWL and Armand to contact KofC requesting volunteers to help.
 - Action Item: Father Matthew to give Clark list of current Adoration organizers.
 - Tabernacle: discussion held on current Tabernacle and whether it should be replaced with a larger, more prominent design to accommodate all ciboria (when necessary) and make it more visible to parishioners; additional discussion on revised lighting options.
 - Action Item: Clark to inquire about pricing and availability of a larger Tabernacle.
 - Action Item: Clark to investigate options for a new Tabernacle light (both the light fixture as well as placement of the fixture).
 - Parish Mission: Clark inquired about potential Parish Mission guest speakers; feedback pending.
 - Prayer Ministry: intent of this ministry is to have monthly prayer meetings lead by prayer teams. This could also serve as a pilot for the Leadership Pipeline Initiative. Suggestion to consider involving the Filipino group as part of the planning process.
 - Action Item: Clark and Father Matthew to organize this initiative.
 - b. Evangelistic Outreach Beyond our walls – Nicholas/Clark/Vanessa
 - Vocations: discussion on how our Parish can be more supportive to seminarians from our Parish who are discerning. Suggestions included prayers at Mass (intentions), financial support for travel or other expenses, reciting the Prayer of Vocations during Mass, offering personal words of encouragement, cards, and/or offerings.

- Action Item: Father Matthew to speak with Darlene to include intentions for seminarians in the weekly bulletin.
 - Action Item: Annie to include Prayers for Vocations as part of Filipino home visits
- c. Effective Resource Management – Steve/Cameron
- Engagement Poll: Cameron provided an update on the results from the member engagement poll received from Gallop.
 - Action Item: Cameron to send copy of Gallop Member Engagement Poll Report to Pastor Council.
 - Action Item: Cameron to prepare summary of Gallop Member Engagement Poll Report for AGM.
 - A/V Resources: Discussion on the audio/visual “wish list” items based on the list prepared by Steve from Ad Hoc A/V Committee that met on April 25, 2019 (see attachment); focus of the discussion centered on screenings in the sanctuary to facilitate homilies, music liturgy, and special events such as baptisms. It is understood that any screen design and placement would not detract from the Eucharist and must confirm to the current design/architecture of the sanctuary. To inform parishioners, a notice will be placed in the bulletin.
 - Action Item: Steve to look into the option of renting a video camera for special occasions (rather than purchase a camera).
 - Action Item: Steve to find out more information regarding the issue between the camera located in the sanctuary and its connection to the hall.
 - Action Item: Pastoral Council members (who are able to) invited to go to Holy Spirit Church to look at their screen set up (and send photos to the Pastoral Council for further discussion next month).
- d. Amazing Sunday Experience – Father/Ken
- Feedback on Easter Tritium: Father Matthew solicited feedback from all present. Any additional feedback is welcomed.
 - Saint Anne Feast Day (July 26): celebrate @ Masses July 27-28; all in favour that we should provide parishioners with a treat after the Masses.
- e. Leadership Training – Ruxandra
- discussion deferred until next meeting
- f. Identifying and Aligning Welcoming Strategies – Pat/Armand
- Identifying New People In Our Parish – discussion deferred until next meeting
- g. Communicating and participation in the vision – Father Matthew
- Strategic Plan Meeting with Bronwynn Cutts
 - Action Item: Father Matthew to send invite to all to attend meeting
6. Additions to Agenda
- a. Filipino outreach update – Annie
- Annie has looked into price for Mary’s statue (\$100-\$400)
 - Action Item: Annie to select and purchase statue

- b. AGM date, reports and ideas – Armand
 - AGM schedule to begin after 5:00 Mass Sat May 25, 2019
 - suggest setting up in the Commons area at BJM High School
 - room set-up should allow for small group discussions
 - Pastoral Council members are to have summary reports ready (~3 min in length)
 - Action Item: Armand and Father Matthew to plan AGM format and agenda
 - c. June Pastoral Council meeting will focus on evaluating and going forward with Strategic Plan. All members will present summary of their respective ministries/initiative and provide a timeline update for each
 - Action Item: Cameron to update timeline and circulate to Pastoral Council members
 - d. Handicap Seating – Armand
 - Father Matthew indicated that as there was no consensus on where the designated seating area should be located, further discussion on this item will be deferred until the September 2019 meeting
7. Action Items
8. Closing Prayer

Attachments: Ad Hoc A/V Meeting Summary April 25, 2019

1st Meeting of Audio – Visual Ad Hoc Committee April 25th, 2019

Prioritization of “needs and wants” based on: necessity, feasibility and/or being precursory to subsequent upgrades.

First Priority

- Projectors and Screens → **Action:** Jordan will contact Night Owl and PR Productions for quotes that include both product and installation with a timeline of approximately Christmas 2019.
- Mixer-board and Digital Snake → **Action¹:** Jordan will contact Night Owl and PR Productions for quotes that include both product and installation.
Action²: Fr. Matt will give Steve the name of the man who constructed the Choir Risers so as to explore the possibilities of running inputs directly to into the Riser itself.
- New Camcorder → **Action:** Steve will contact Brett Barry to obtain an approximate cost for a new camera for use in filming baptisms and projecting Masses/Liturgies into the hall etc.
- Electrical Quote / Assessment of lighting and supply in bulkheads → **Action:** Steve will contact DASH Electric and _____ to obtain quotes.
- Computer Quote → **Action:** Jordan will provide a description of its expected functionality and corresponding cost.

Second Priority

- Video - 2 Cameras → **Action:** Jordan will contact Night Owl and PR Productions for quotes that include both product and installation of at least 1 motorized camera with large optical zoom for the worship area and another quote for a motorized camera with modest optical zoom and fixed camera for use around the baptismal font to compare feasibility & functionality.
 - This is deemed a secondary priority because their implementation and functionality are contingent of first setting up projectors, screens and having a computer to maximize their functionality.