

ASSUMPTION - RESURRECTION
Parish Pastoral Council (PPC) Meeting
7:00 PM – September 24th, 2020

MEETING MINUTES

Opening Prayer: Welcome and opening prayer – Rob Taylor.
Minutes: Justin Mahe
Present: Fr. Philip Creurer, Rob Taylor (Chair), Andrew Nelson, Justin Mahe, Larry Filipow, Miles Berry, Dan Mclsaac, Catherine Tamsett.
Regrets: Luke Marple

Old Business:

1. Review of Minutes of Meeting from May 27, 2020.
 - a. No changes other than spelling on names.
 - b. PPE acquired (*Action item on NEW BUSINESS #2*)
 - c. Minutes accepted.

New Business:

1. **Changes of parishes' staff, changes at the Pastoral Administration Offices and impact on our parishes.**
 - a. May 1st, Nora Parker was laid off and Maura Usher (*sp?*) (Admin assistant). Lisa who cleaned at Resurrection was also laid off. Others have kept the Church clean as needed. These reductions are in response to COVID issues.
 - i. Archdiocese would top up 80% of salary once they applied for government programs.
 - ii. Nora expressed the thought that she may not come back. A discussion was had and maybe there was some miscommunication on that topic. Nora then spoke to how she may want to reduce hours.
 - iii. Parish twinning is a backdrop to sensitivities among staff numbers from both Parishes' (item #10 will talk to this further). Business Letters have been received with issues concerning Nora's departure now that she has been laid off permanently.
 - iv. Assumption didn't have contacts for volunteer groups. We established lists to rectify this.
 - v. We were able to find a volunteer among volunteer "groups" to help find people to volunteer at masses. Going forward we need to try to keep that model.
 - vi. Moira is back working full time again. Lisa will come back again with cleaning.

- b. Pastoral administrative offices have laid off half of their staff. They are being restructured. Will restructure deaneries and some Parishes may now end up having positions shared to save costs and find efficiencies.

2. Resumption of Adoration and Friday evening Mass at Assumption. Possibilities/challenges

- a. Had 2 or 3 requests for resumption of adoration and Friday mass. Maybe more want it but these are the requests.
- b. We are allowed to do it, but the issues are that Adoration was never well attended (in particular at Assumption – no one has asked at Resurrection yet). Friday mass was never well attended either.
- c. You need to have a safety coordinator and volunteers as people come in (spray, masks, cleaning, and questions at door). Trish has been cleaning alone after daily mass and people are not helping clean. Hard to ask volunteers to come in the evening.
- d. Friday cleaning time could conflict (see below).
- e. Latin mass has been asked of their interest in doing Adoration before or after their Thursday masses. Waiting to hear back.
- f. We need to see if there are volunteers that may want to help before a weekday mass to help with the issues above. It could be on a monthly basis to being with before Tuesday/Wednesday mass but we need someone to volunteer to help with the safety features.
 - i. **ACTION ITEM – Father will put it in the bulletin and announcements to see if there is anyone willing to volunteer if the Latin mass group does not pick it up.**

3. Change of Cleaners at Assumption

- a. Jim/Jean Burn have been cleaning the Church at Assumption. They have said that they are going to give up the cleaning but cover the maintenance.
- b. New cleaners that do it at Resurrection will assume those duties (contract signed). The only day they can do is Friday evenings which can conflict with the above request for Friday evening mass.

4. Upcoming in First Communion/Confirmations/Communions/RCIA

- a. Reconciliation for both First Communicants and Confirmands: Saturday 17 October 2020.
- b. First Communions Assumption:
 - i. Wednesday October 21st, 2020.
 - ii. Saturday October 24, 2020
- c. First Communions Resurrection:
 - i. Thursday October 22, 2020
 - ii. Sunday October 25, 2020
- d. Confirmation at Assumption: Wednesday October 28, 2020
- e. Confirmation at Assumption: Thursday October 29, 2020

- f. Max of 10 children per event (families added bring us to max capacity)
- g. RCIA: November
- h. Volunteers are already in place for these done for both Parishes'.

5. How to handle registrations for First Communions/Confirmations/RCIA for 2021

- a. Taken care of sacraments that were supposed to happen during COVID.
- b. We do not know how long restrictions will last which lead us to making some decisions.
- c. RCIA will not go ahead in 2021 unless there is a big demand. If there is someone who wants it, Father can do the 1 on 1 formation.
- d. Communions/Confirmations – we do not want to burden the schools with anything right now. They are barely getting by as it is. Perhaps by January the Archdiocese will have guidelines for this. Will wait until then before taking applications from families. We will see how it develops, too much unknown at this point.

6. Update on music in the liturgy, application of the Guidelines for re-opening churches, volunteers.

- a. Last Thursday the guidelines came out - music can continue but it can't be choral. Have to wipe everything down, can't face people, any books can't be touched by others and everything needs to be sanitized afterward. Congregation cannot sing and still have no books in pews. Should be music people are not very well associated with as to dissuade people singing along. Uptake has not been massive just yet from the music ministry.
- b. Music at beginning/communion/end of mass. No singing Alleluia.
- c. Resurrection – Jean is the contact for the volunteers. She decides who wants to come back and what they can do. Varies from week to week. Will be instrumental at Assumption right now.

7. How to reach out to parishioners, especially the home-bound (please come with suggestions)

- a. Not permitted to visit the sick yet.
- b. Father does not visit hospitals/care homes yet except for sacrament of the sick if the person is dying.
- c. If Father comes in to contact with COVID he will need to isolate and shut down the Parish until he is able to return.
- d. Larry – family members should take communion to the ill/home-bound people. We simply cannot through Father.
- e. Father wanted a zoom call with the Pastoral care volunteers to find out who should be reached out to. We haven't been able to follow up with these people as we would have liked.
- f. Received letters with concern about these people.

8. Letters from parishioners regarding concerns

- a. With Nora's departure, old wounds of the twinning of the Parishes' has arisen.

- b. Father is preparing a letter that will touch of some of these issues. Suggests PPC prepares a letter to help ease some of these issues and acknowledge that there is continued issues with the changes that took place and affirm that the Parishes' are in this together.
- c. Perhaps PPC needs to be more representative of both Churches' and try to attend both masses in some capacity to better serve both locations.
- d. **ACTION ITEM – PPC members send Rob some ideas on how we can acknowledge the continued twinning issues. Will follow up with a proposal for a letter to the Parish. Pictures of our PPC members should be on the website.**

9. Quick financial update/synopsis from Sept 23 Financial Meeting

- a. Generally the finances are much better off than expected.
- b. Expenses are way down with staff reductions and events not happening.
- c. Ordinary Sunday collections have been very generous. Most people have been coming to drop off envelopes but online has also increased.
- d. Assumption - 2019 we had a rough year but year-to-date it was \$103,000, today is \$106,000 this year.
 - i. New revenue: new cell tower at \$24,000 per year. Gianna house/Latin mass rent. St. James sale interest has been paid out by Archdiocese to cover last year's shortfall. All this has put us in an increased revenue situation.
- e. Resurrection - \$146,000 year to date last year, this year is \$140,000 year to date.
- f. Storage unit, reception unit and office unit upgrade cost put at \$10,000. We will see what we will do with that.
- g. Railings at Resurrection could be installed next year. Would need to re-do concrete and estimates are being gathered.
 - i. **ACTION ITEM – Rob to contact Ron MacDonald with companies that could give estimates on the work.**

10. Other Business

- a. Larry – Updating contact information on Parishioners.
 - i. Parish friendly is the server we use for contacts. Larry downloaded all records and imported them in to Excel. We use this now for counting attendance at weekly mass.
 - ii. We need to have someone go through the contacts to update everything. If we did this, it would help us reach out to people that may be home-bound.
 - iii. **ACTION ITEM – Father will ask the Pastoral Care group if there are any volunteers.**
- b. With the cold weather returning, some “snaking” of people lining up indoors will have to be looked at for both locations.
- c. CWL will be asking Father about another hamper project using the hall. Father is fine with the group coming in but they will be responsible for contact tracing and cleaning.

11. Next PPC Meeting -

Closing Prayer: Father Philip Creurer
Adjournment: 9:17 pm
Next Meeting: Thursday November 26, 2020.