

Local Pastoral Council Meeting Minutes

Date: October 27, 2020 at 7:00 PM

Attendees: Doug Wilson, Carolyn Kyle, Polly Mulligan, Arlene Burlock, Angela Ricker, Louis Bourque, Fr. Phil Mulligan, Mark Mahoney, Winston d'Souza

Absent: Cy Sutherland, Nicole McNichol

The meeting opened at 7:00 PM with a prayer by Mark Mahoney.

Previous Minutes

The minutes of the last meeting were accepted as presented.

Old Business

Maintenance Items – Kitchen cabinet doors and countertops are complete. Painting, cleanup, and organization will follow. Acoustic panels still need to be cleaned. The central vac has been repaired. We agreed to get a garbage disposal bin for cleanup of items before snowfall.

Fundraising Update – Planned activities such as the yard sale did not proceed due to COVID.

Parish Directory 2020 – The directory will go ahead in 2021, if all goes as planned.

Defibrillator – The consensus at the Annual General Meeting was to purchase a defibrillator. Our finances are in good order right now, but we will wait before we proceed due to uncertainty with how the pandemic will affect us in the long run.

Annual General Meeting - The meeting, along with the breakfast prior to the meeting, was well attended and feedback from attendees was positive.

Discussions on Hand out of Guidelines for use of Parish Buildings and the role of the Local Pastoral Council – Tabled until after COVID.

E-Transfers – Anne has set up an email address for Holy Family to accept E-Transfers, and added it to the 'Ways to Give' brochure. E-transfers can be sent to holyfamily.set@rogers.com for autodeposit, or to either of her work email addresses annemarcoux@rogers.com, or ihmc@rogers.com using a secure question/answer (i.e. - not autodeposit). Senders should include contact information and purpose of the funds so that it can be directed correctly (such as donation, rental, etc.).

New Business

Financial Report – Carolyn explained we are in a good financial position even though COVID19 has curtailed our fundraising plans and attendance at mass had to be reduced. We are pleased to report parishioners are still donating, and pre-authorized debit use increased. (See Financial Report for details).

Future Fundraisers and Events to be Considered – We discussed how to proceed considering COVID19 restrictions. Grocery card sales will resume, and we will look into having a virtual sale of used items such as DVDs and books.

Sharing Expenses for the Catechism Program – The expenses of the catechism program are shared between Holy Family and Immaculate Heart. We have more catechists than we did in the past, so we talked about ensuring the portion we pay is adequate. This will be reviewed in 2021.

Salary Range and Pay Scale for SET Secretarial and Custodian Positions – The SET Finance Committee is in the process of completing a salary review and implementing a pay scale with 3 levels – probation, an initial rate, then an increase after x years along with cost-of-living increases. This will help ensure the positions are paid in line with similar roles at other businesses.

Shared Expenses for Catholic Church in Goshen, N.B. – The church in Goshen, N.B. is part of our parish grouping. The only expense is insurance. Immaculate Heart handles this for now, but if the rate increases, we will revisit that decision.

Custodian (RPC)– Holy Family has a new custodian named Elaine who may be able to clean the acoustic panels.

Closing

The meeting was adjourned at approx. 9:00 pm.

Important Dates

Next LPC Meeting **January 20** @ Holy Family at 7:00 pm

Next RPC Meeting **TBD**

Minutes submitted by **Angela Ricker**