



Parish General Assembly
Minutes for Saturday, June 16, 2018
10:00 a.m. – 11:30 a.m.

Present: Msgr. Kevin Beach (Rector), Fr. Stephen Amesse (Associate Rector), Alba Pascual (Pastoral Council Chair), Rebecca Chandler (Pastoral Council Vice Chair), Nathalie Watson, Mary Whalen and Bruce Wilson (Pastoral Council members), Deacon Jim Scheer (Ex-officio member Pastoral Council); Jean Serge Quesnel (Finance Council Chair), Matthew Andrades (Finance Council Maintenance), Brian McLean (Finance Council Restoration) and Charito Babol (Finance Council Accounting) and Parishioners at large

Regrets: Tom Miles (Finance Council Vice Chair), Susan Madden (Finance Council Secretary), Catherine Caule (Finance Council Assets & Insurance); Kevin Isenor (Pastoral Council Secretary) and Deacon John George (Ex-officio member Pastoral Council)

Recording Secretary: Irene Kibel (Parish Secretary)

1. **Call to order:** Msgr. Kevin Beach
2. **Opening Prayer:** Msgr. Kevin Beach
3. **Parish Pastoral Council Presentation:** Alba Pascual (Chair) outlined the plan of the presentation:
 - I. Members of the Parish Pastoral Council
 - II. Role of the PPC
 - III. Key Activities this year
 - IV. Mission Plan
 - V. Open Mic: Your questions, comments and suggestions

Members of the Parish Pastoral Council:

- Msgr. Kevin Beach (Rector and President), Alba Pascual (Chair), Rebecca Chandler, (Vice Chair), Kevin Isenor (Secretary), Nathalie Watson, Bruce Wilson and Mary Whalen (members), Ex-officio members: Fr. Stephen Amesse (Associate Rector), Deacon Jim Scheer and Deacon John George

Role of the PPC:

- Shares with the Pastor in the building up of the Body of Christ
- Concerned with all aspects of parish life
- Helps to set policies and goals of the parish and to identify the means to achieve them
- Consultative role
- Consensus approach to decision-making
- Final responsibility for decisions belongs to the Rector
- Close liaison with the PFC

Key Activities this year:

- Established an officially supported Facebook presence
- Developed a "Mission Plan" to define where we are heading and how we get there
- Worked with groups such as the Knights of Columbus and other outreach organizations acting on our social agenda (helping the poor) Supported the continuation and growth of our monthly coffee days, dinners, fundraisers, and parish social gatherings such as the upcoming Sunday barbecues



Mission Plan – Bruce Wilson, Member, PPC:

- Continue the saving mission of Jesus Christ within and outside the church: proclaiming the Word of God; celebrating the sacraments and being in communion with one another as disciples of the Lord
- Unite members and visitors as part of the Mystical Body of Christ and provide the means to encounter, love and serve God and be with Him forever in heaven
- Help us to sanctify our daily lives

Bruce Wilson distributed copies of the recently updated Mission Statement brochure to those in attendance.

Define our Mission: (slide from last summer). The updated brochure begins to answer some of the questions initially raised.

- Why do we exist?
- What do we value?
- Who are we? Our strengths, weaknesses, opportunities, and threats?
- What do we want to be? ... Our aspirations?
- Does this fit with the future environment?
- Longer term (3-5 years) things that must be achieved?

PPC Organizational Priorities: Bruce suggested these areas below need more work. The Council is looking into ways of evangelizing based on the guidelines set forth in the book *Divine Renovation* by Fr. James Mallon.

- Ensuring our Church fully supports parishioners' spiritual journey
- Offering strong doctrinal knowledge
- Encouraging the joyful giving of volunteer time
- Inspiring youth with truth in doctrine and virtues
- Supporting parents faith education of their children
- Leading outreach to the needy
- Building confidence in Catholic guidance to answer political and cultural issues

TREnDS:

"You do You: fashion in a role model vacuum."

A round-table seminar was organized in June to discuss how fashion in today's styles seems to aim at becoming sex-symbols for young women and permanent adolescence for young men.

This was a first at Saint Patrick's and there were 40-50 in attendance. There were all ages, male and female, and Council would like to organize more of these seminars in the future.

Decorum:

- A set of basic guidelines were published in the bulletin regarding protocol at Mass
- The Council is discussing a similar document for weddings.



Open Floor, Open Mic: Chaired by Alba Pascual

Questions/Comments:

Mimi Wilson asked if the Decorum card would be created for the pews.

Response:

Nathalie Watson responded and proposed for the next Pastoral Council meeting a card for those getting married at Saint Patrick's. She designed a simple card with pictograms (and quotes) similar to the one used by the Vatican. However, a card for the pews has not been discussed. Msgr. Beach commented that we need to be mindful of the summer heat and that there is a difference between what people wear when they are in the sanctuary and what the congregation wears when they attend Mass. It is often a matter of education and sensitivity towards others.

Questions/Comments:

Andy Doyle commented on the noise level after the 11:00 am Mass last Sunday (June 10). He said that the commotion at the back of the church was disruptive and distracting to those inside wanting to be silent and prayerful prior to the Angelus. He commented that this is supposed to be a house of prayer and that he could still hear the group with the organ playing.

Response:

Mary Whalen shed light on the group saying it was a gathering of joy and celebration as a couple who were married the day before came to Mass and were greeted by friends.

Peter Heenan wondered if the ushers had the authority to ask people to step outside when they gather at the back of the church and talk loudly.

It was noted that not talking loudly in the church, before and after Mass, was part of the Decorum guidelines as set out by the Council and published in the bulletin recently.

Questions/Comments:

Michel Vachon commented that while we definitely need a sense of sanctuary and quiet, what happened after the 11:00 am Mass (see above) was a social moment which, in the life of any parish, is also important. However, socializing should be redirected elsewhere (i.e. the Scavi). He went on to say that the younger generation is making an effort to look better, but we should be mindful that when we ask people to dress better, we add an extra dollar amount to the cost of clothes and some people simply cannot afford this extra expense.

Response

Rebecca Chandler noted that we should not be policing people on what they wear to church. The notes on decorum should be used as a guideline to get people talking about appropriate dress codes. This tool is a positive move in the right direction, but should not be used to hit people over the head with.

Questions/Comments:

Andrée O'Donnell commented that many people don't know anything about a dress code, or that they should be quiet before and after Mass. People need to be informed about what they can do and where in a respectful and gentle manner. Guidelines should be clearly posted for all to see.

Questions/Comments:

Thomas Rooney commented that when people are meeting up with friends and our conversation gets too noisy or disruptive to others, we can suggest that we go outside or down to the Scavi to socialize. Each person can do that individually when people come to talk to us.



Question/Comments:

Mike Strimas remarked that when he was out of town and attended Mass in Watertown, the noise level was high and the priest was right there in the midst of it. However, when the bell sounded, everything quietened down.

Mary Whalen commented that we need to foster small communities and connections within our parish. We need to encourage new parishioners and give them a reason to stay. Socializing and showing hospitality are important, but there is a time and place for gathering (i.e. Coffee Sunday, BBQ's) so that people can get together and meet one another.

Questions/Comments:

Mary Anne Bain added to the previous comments by saying she attends the weekly Lectio Divina sessions and that we need more of this type of community gathering. We need a venue where people can get to know each other and socialize. If we don't invite people to come out for events, they may not come back here and will go to other churches where they do foster community.

Questions/Comments:

Peter Heenan remarked that talking before and after Mass was different than talking during Mass.

Response:

Mimi Wilson replied this is not a theater and we are not coming to see a performance. The church is a house of prayer and should be silent.

Questions/Comments:

Taylor Hyatt agreed with Mary Whalen's comments in that she has no ties to community here at Saint Patrick's. She sent a detailed response to the wording of the original Mission Statement, regarding some of the terminology used when referring to people with physical and/or mental disabilities. While some wording was modified to her satisfaction, she still is not completely satisfied with the updated version. She feels the phrase physically challenged is outdated, and states that people like her (in a wheelchair), prefer the expression "physical and mental disability" and that it is the phrase most accepted by people in her situation.

4. Parish Finance Council Presentation: Jean Serge Quesnel (Chair) outlined the plan of the presentation:

- I. Members of the Parish Finance Council
- II. 2018 budget allocations
- III. Revenue trends over the last seven years
- IV. Renovation of the Basilica
- V. Renovation of the Rectory
- VI. Restoration debt
- VII. Follow up to General Assembly 2017
- VIII. Questions, comments, suggestions

Members of the Parish Finance Council:

- Msgr. Kevin Beach (Rector), Fr. Stephen Amesse (Associate Rector), Jean Serge Quesnel (Chair), Tom Miles (Vice Chair), Susan Madden (Secretary), Matthew Andrades (Maintenance), Catherine Caule (Assets & Insurance), Brian McLean (Restoration) and Charito Babol (Accounting)

Revenues and Expenses:

We continue to manage our money very well. This past year saw a reduction in staff and we were affected by the increase in minimum wage.



Trends over the last 8 years:

<u>Year</u>	<u>Revenues</u>	<u>Expenses</u>
2010	1,247,643	1,089,151
2011	1,273,934	1,178,524
2012	1,392,384	1,257,882
2013	1,405,931	1,302,797
2014	1,326,915	1,134,123
2015	1,321,561	1,249,331
2016	1,381,005	1,305,707
2017	1,361,000	1,348,174

2018 Budget - Revenues estimates:

Gift Shop: expenses are 28% of total parish expense allocations, thus yielding 1% in net revenues.

Donations:	59%
Gift Shop:	29%
Candles:	6.5%
Bequests:	2%
Masses:	1.7%
Rent:	1%
Socials:	0.7%

- Total: \$1,383,000

N.B. Revenues from the Restoration Fund are kept separate

2018 Budget Expense Allocations:

Gift Shop:	28%
Maintenance:	16%
Masses & Sacraments:	14%
Administration:	12%
Utilities, Taxes, Insurance:	11%
Diocesan Tax:	9%
Benefits:	5%
Candles:	3%
Socials:	1%
Bank Charges:	0.2%

- Allocation Total: \$1,344,100
- Unallocated: \$ 38,900



Restoration of the Basilica:

Photos:

- Replastering of the transept walls
- Wall replastering and artwork restoration - Cost \$129,000

Restoration of the Basilica - 2004-2018:

- Completed Project 1: Creation of the **Scavi** (with special thanks to the Knights of Columbus)
- Completed Project 2: Renovation of the **Interior** of the Basilica
- Completed Project 3: Renovation of the **Exterior** of the Basilica
- Completed Project 4: Renovation of the **Organ**
- Completed Project 5: Renovation of the **Front Steps** of the Basilica
- Completed Project 6: **LED lights** in the Basilica
- Completed Project 7: Renovation of the **Stations of the Cross**
- Completed Project 8: Replaster **front walls** of the Basilica
- Completed Project 9: Replace the main **bolt** of the bell
Approximately \$12 million was invested

Restoration of the Rectory:

Photos:

- Restoration of the Rectory Porch

Ongoing Restorations of the Rectory - A Heritage Building:

- Project 10: Restoration of the Rectory Porch: \$124,000
 - Project 11: Restoration of Rectory Windows: \$ 40,000
 - Project 12: Modification - office walls & doors: \$ 6,000
- Total: \$170,000

Restoration Debt:

Good news!
Extinguished

Debt – Amount outstanding at year-end: 2003-2018:

2003	700,000
2004	466,443
2005	228,105
2006	802,136
2007	1,269,297
2008	1,142,581
2009	1,372,839
2010	1,685,745



2011	1,605,052
2012	1,570,772
2013	1,534,738
2014	732,212
2015	334,152
2016	155,099
2017	46,509
2018	0

Follow up to the 2017 General Assembly:

1. Endowment fund for maintenance:
The Finance Council will create the fund as of 2019.
2. Electronic machine for collection:
Still under discussion by the Pastoral Council.
3. Scavi conference room could use new furniture and better sound-proofing:
This was not considered a priority at the time, but will be looked into next year.

Open Floor, Open Mic: Chaired by Jean Serge Quesnel

Questions/Comments:

Taylor Hyatt asked about the electronic machine (tap to pay / wireless).

Response:

This is still being discussed by Pastoral Council.

Questions/Comments:

Cecilia Bloch asked about installing a ramp to the rectory office for those who are not able to climb stairs.

Response:

Jean Serge replied that it is not under consideration at this time due to cost and other safety code factors. Msgr. Beach advised that people can come to the Baptistry (from the Nepean Street ramp) and use the Baptistry phone to call the office. Clergy, staff and volunteers would be happy to come and attend to them there. The Baptistry is open all day.

Questions/Comments:

Andrée O'Donnell asked which was less costly for the Basilica: using boxed envelopes for contributions or Pre-Authorized Debit (PAD's).

Response:

Msgr. Beach replied that while there is a cost for electronic transfers (1.5%), we need to make it easy for people to donate. People like using credit cards because they accumulate points.

Questions/Comments:

Andrée commented that some people who donate via PAD's feel uncomfortable about not putting an envelope in the collection basket.



Response:

Msgr. Beach replied that PAD contributors should feel free to take a box of envelopes, complete the initial envelope to indicate their coordinates, and then write on the envelope for a particular Sunday, or special collection, the word "PAD".

Questions/Comments:

Andrew Doyle asked that since the debt was eliminated, would there be enough funds to cover the costs of ongoing restoration projects.

Response:

Jean Serge replied that there are sufficient funds to cover the ongoing restoration projects.

Questions/Comments:

Bruce Wilson asked how different projects are chosen.

Response:

Jean Serge replied that we look at each projects and consult professionals to determine urgency, scope of work involved and cost. Bids are tendered. We keep all reports on file for each project and can make them available.

Questions/Comments:

Mimi Wilson reported the smell of sewer recently in the Basilica.

Response:

Msgr. Beach said it could be the result of a recent flood near the workshop. There is also a lot of street construction near Kent Street. He advised that the next time she notices a smell, to let the custodians (Rob or Shawn) know.

Questions/Comments:

Andrew Doyle asked for an update on the sound system.

Response:

Msgr. Beach said we are waiting for a new part to arrive. The amplifier is okay, but the processors need to be replaced. We are improvising and managing for now, but this was an unforeseen and costly expense.

Questions/Comments:

Mimi Wilson commented that our custodians, Rob and Shawn, do a wonderful job at the Basilica.

Questions/Comments:

There was a discussion regarding the possibility of changing the day and time of next year's Annual General Assembly due to low turnout the past two years. Some suggested meeting in winter (when the nice summer weather is here, people stay away), others suggested weekday evenings (people have family commitments on Saturday mornings).

Response:

Msgr. Beach commented that there may not be a perfect day or time to please everyone, but this idea will be looked at moving forward.



Msgr. Beach thanked the Chairs of both councils, Alba Pascual and Jean Serge Quesnel for their hard work in preparing the presentation; as well as Andrée O'Donnell for organizing and preparing the coffee and refreshments table and Irene Kibel for preparing the minutes of the meeting.

5. Closing Prayer: Msgr. Kevin Beach – Meeting adjourned at 11:30 a.m.