



PARISH PASTORAL COUNCIL MEETING NOTES

DATE: Monday, November 27, 2023

PARTICIPANTS: Fr. Greg, Dianne Coppola (Chair), John Bylhouwer (Vice-Chair), Maureen Dugo, Mary Flynn, Libby Gilmore, Glenn Holden, Sandra Hicks, Nadia LaSelva, Dennis Modolo, Mary Jo Modolo

NOTE-TAKER: Mary Flynn

AGENDA ITEM	KEY DISCUSSION POINTS	DECISIONS / ACTION STEPS
Welcome and Introductions	<p>Dianne Coppola introduced herself as the meeting Chair and asked those present to introduce themselves and state how long they have been a parishioner at St. Julia's and identify any ministries and group affiliations they are/were involved with.</p> <p>Mary Flynn graciously agreed to be the note taker for the meeting. Dianne circulated a sign-in sheet for attendees to list their name and email address.</p>	
Opening Prayer – Prayer of the Synod	<p>Fr. Greg led the group in reciting the Prayer of the Synod.</p> <p>Concern was expressed about two of the sentences in the prayer which were phrased negatively. After a brief discussion a request was made to open the meetings with a more uplifting and inspiring prayer.</p>	Fr. Greg will find a new prayer or create a new opening prayer.
Meeting Etiquette	<p>The group created a list of desired behaviours to support productive and respectful interactions during meetings. The list was as follows:</p> <ul style="list-style-type: none"> ✓ Everyone has a voice and is heard <ul style="list-style-type: none"> • Not afraid to speak up, comfortable sharing • Acknowledge those wishing to speak • Keep comments short and focused on topic • Hear first and respect different opinions 	<p>Participants agreed to the items on the list.</p> <p>The list will be posted at all meetings and can be added to if need be.</p>

FAITH FOR TODAY. VISION FOR TOMORROW.

AGENDA ITEM	KEY DISCUSSION POINTS	DECISIONS / ACTION STEPS
	<ul style="list-style-type: none"> • Raise hand and wait for Chair to acknowledge order of comments ✓ Don't put others and their ideas down <ul style="list-style-type: none"> • State your response in a positive way • Seek clarification to better understand another person's perspective/comments ✓ Encourage openness ✓ Stay focused on our shared goals and purpose <p>There was also a brief discussion regarding the ability of the Chair to contribute their opinion to topics being discussed. It was agreed the Chair could contribute, speaking only after everyone had the opportunity to do so, and indicating they were stepping into the role of participant. The Chair will also indicate verbally when they are 'summarizing' the discussion and affirming decisions and action steps.</p>	<p>The Chair may contribute to discussions, speaking last and stepping out of the role of Chair.</p> <p>The Chair will verbally indicate when they are 'summarizing' the discussion and affirming decisions and action items.</p>
Review Draft Terms of Reference	<p>The Terms of Reference were reviewed with the following corrections suggested:</p> <ul style="list-style-type: none"> • Page 1 – typo PCC should be PPC (2 places) • Page 2 – Pastor's responsibilities should include seeking volunteers for and/or appointing the Chair and Vice-Chair for the PPC • Page 3 – Under Note Taker Responsibilities: Meeting notes to be converted into electronic version within 5 days and sent to the Chair for distribution to participants for review and approval prior to being posted on the website for informational purposes. <p>Meeting participants also sought clarification on how the roles of Chair and Vice Chair were assigned currently and the length of term for each. As Dianne and John offered to assist Fr. Greg at the end of the September meeting, they met and jointly determined who would assume which role. Dianne agreed to be</p>	Dianne will make the corrections to the Terms of Reference and circulate the revised version with the minutes no later than Monday, December 4, 2023.

AGENDA ITEM	KEY DISCUSSION POINTS	DECISIONS / ACTION STEPS
	<p>the Chair for the next 12 months after which time she will step down and John will assume the role of Chair and a volunteer will be sought for the role of Vice Chair.</p> <p>It was noted that Ad Hoc committees would be formed when there was a need to work on implementation of an idea or project. Volunteers with a passion for the initiative and the skills needed to execute would be sought, both from around the PPC table and the congregation at large. Once the project is completed the committee will disband.</p>	
<p>Idea Generation for the Six Transformational Pillars</p> <ul style="list-style-type: none"> ❖ Worship ❖ Learning ❖ Service ❖ Fellowship ❖ Evangelization ❖ Almsgiving 	<p>Dianne introduced the S.O.A.R. framework to guide the idea generation discussions. S.O.A.R. stands for:</p> <p>Strengths – things we do or resources we have that support each pillar</p> <p>Opportunities – for growth and improvement</p> <p>Aspirations – what are we striving for in this area? How does our future look different in our growth areas?</p> <p>Results – How will we know we have been successful in achieving our aspirations/growth opportunities?</p> <p>A handout with a definition of each pillar along with a S.O.A.R. Worksheet was provided to each participant.</p> <p>Participants completed the Strengths and Opportunities quadrants for Worship as a large group. Participants then broke into small groups to complete the Strengths and Opportunities quadrants for Learning, Service and Fellowship. Each group shared their ideas with the large group.</p> <p>The group will continue to complete the other sections of the worksheets for each pillar at the January meeting. Initial work will be shared with the broader congregation and additional input sought.</p>	<p>Dianne will transcribe the notes for each pillar and circulate them to everyone with the meeting notes.</p> <p>Everyone is encouraged to continue to brainstorm and seek input from others from the parish to inform our next discussions.</p> <p>Dianne will work with John and Fr. Greg to determine other methods for collecting input from the broader congregation.</p>

AGENDA ITEM	KEY DISCUSSION POINTS	DECISIONS / ACTION STEPS
Announcements & Updates	A standing agenda item to give everyone an opportunity to share updates on initiatives or make an announcement about an upcoming activity or event that participants may be interested in attending. There were no announcements or updates shared at this meeting.	
Upcoming Meetings	<p>All PPC meetings will be held at 7pm in the Divinity Room unless otherwise noted on the agenda.</p> <ul style="list-style-type: none"> • Monday, January 22, 2024 • Monday, March 18, 2024 • Monday, May 27, 2024 	Agendas and meeting materials to be made available two weeks prior to the meeting date by email, posted on the parish website and included in the newsletter.
Closing Remarks & Prayer	<p>Fr. Greg thanked Dianne for preparing the background materials for this meeting and chairing the meeting.</p> <p>He also thanked the participants for giving their time and caring about the health of the parish to share their ideas on how to continue to create a vibrant and welcoming community of believers. He closed the meeting with a prayer.</p>	