

**ST. MICHAEL CATHOLIC COMMUNITY (“SMCC”)
PASTORAL COUNCIL (“PC”)
MINUTES OF MEETING
NOVEMBER 28, 2023 @ 7:00 PM**

Present (*In person*): Fr. Vargas, B. Choquette (Chair), M. Tapuska (Secretary), G. Brand, N. McIntosh, T. Novecosky, B. Popp, K. Renger, P. Tan, P. Van de Mosselaer

Absent: Fr. Bustalino, A. Bitter, S. Gaeta, L. Iovinelli, T. Klassen, A. Valdez, M. McGee (Chairman of SMCC Finance Council)

AGENDA

Opening Prayer

Moved that the minutes from the October 24, 2023, meeting of PC be approved. The motion was approved.

ITEMS TO REVISIT FROM OCTOBER MEETING

1. Communication Coordinator

As per the October 24 meeting of PC, a draft outline of hiring criteria for a Communications Coordinator was presented to the meeting.

A question was raised about whether a Communications Coordinator could do more than what is currently being done with respect to communications at SMCC.

It was noted that someone with education and marketing & communications expertise and skills could enhance what is currently being done by the parish, would be of assistance to the ministries and could evangelize in unconventional ways.

It was agreed that we should move forward toward the hiring of a Communications Coordinator. Fr. Vargas will interface with the Diocese about moving this forward.

2. Ministry of the Week/Ministry Brochures Update

Following the October PC meeting, the Volunteer Coordinator was contacted with a detailed email, which included a template for required information about each ministry, to be forwarded to the various ministries.

Action: Emails will be sent to the various ministries asking that each prepare a brochure, using the template noted above.

3. Fr. Edmund's Sunday Message to include a short video "The Mass" Update

Starting January 6/7, a short video of about 5 minutes will be shown prior to the start of each weekend Mass. The videos are from the series *The Elements of the Catholic Mass*. There are 31 videos, and a different one will be shown each week, with the possible exception of Easter.

Advertising will start this weekend and will be integrated into the "Welcome" prior to the start of each Mass. There will also be links in Father Vargas' weekly newsletter. Kudos to Pam for introducing the series to SMCC.

4. Reintroducing Flocknote Update

This has been discussed with parish staff and Flocknote has been included on various platforms, including the website and the bulletin.

Flocknote has a video that explains how to sign up; this could be shown at all Masses on a weekend in Advent ("Sign-up Sunday"). The video is short and would take less than 5 minutes to present. Tom would be willing to make the presentation.

It was also noted that there are business-sized cards available that provide information on how to sign up for Flocknote.

After discussion, it was agreed that a possible weekend for "Sign-up Sunday" would be December 16/17, but this has to be confirmed.

5. Blood Donor Clinic Update

After discussion, it was concluded that hosting a clinic at SMCC is not feasible at this time. This item will be shelved.

6. Eucharistic Miracles Display Update

The coordinators of the Eucharistic Miracles display from Sacred Heart Parish, where the display was shown in late September, visited SMCC. The panels used for the display at Sacred Heart are available for use by other parishes in the Diocese for a cost of \$600. It was suggested that the mezzanine is an ideal location for the display.

It is recommended that for SMCC to host the display, an organization team of 6 people should be formed. Also, 50-60 volunteers would be needed to run the display for 3 to 4 days, or even longer. It was suggested that enough volunteers would come forward for this. A date should be set to host the display, with an approximate lead up of 8 weeks.

After discussion, it was agreed that SMCC host the Eucharistic Miracles display for the last week of May 2024, concluding on June 2, Corpus Christi (Solemnity of the Most

Holy Body and Blood of Christ). A Eucharistic Procession may also be organized for June 2.

Action: An organization team to coordinate the Eucharistic Miracles Display will be formed.

7. Poster Display of construction of St. Michael's Church Building Update

This will be displayed in the mezzanine in September to coincide with St. Michael's Feast Day on September 29.

Action: An item for the bulletin explaining the significance of the display will be prepared closer to the time the display is to be shown.

8. "GRACE" Update regarding Prayers of the Faithful

This item was not discussed.

9. After Mass Announcements

It was noted that the integrity of the liturgy must be respected and that there should be no announcements at the end of Mass. There was discussion about the pros and cons of announcements; it was noted that there is information available from other sources and that if an announcement is made about a particular matter, there should be someone available in the Narthex to provide further information. On the other hand, it may be a good way to engage younger parishioners by having them make pre-Mass announcements. Agreement was not reached on the matter.

NEW ITEMS

10. Weekday Mass Prayer Intentions

A request has been made that, at weekday Masses, the Proclaimer or Presider remind the congregation to take an intention from the Prayer Basket to pray over. The basket is frequently filled with intentions that no one has taken to pray over. It was noted that prior to COVID, the basket was brought to the altar on Friday weekday Masses and the intentions in the basket were prayed over. At the end of the Mass, the basket was carried to the Narthex and members of the congregation were encouraged to take an intention to pray over. Currently, the intentions in the basket are mentioned during the Prayers of the Faithful, but the basket remains outside St. Mary's Chapel.

Starting in Advent, Friday weekday Masses will be celebrated in the Sanctuary, so it may affect how the Prayer Basket is managed.

11. Extending Adoration Hour on Fridays

Some parishioners have asked if Holy Hour can be extended beyond 10:30 am on Friday mornings. It was noted that the Blessed Sacrament Chapel is open until 8:00 pm for adoration and that the Blessed Sacrament should not be left exposed in case no one is available to stay with it. Also, there are often other events, such as funerals, on Friday mornings that make extending Holy Hour unfeasible.

After discussion, it was agreed that the status quo be maintained.

12. Fire Extinguishers

There was a concern that we do not have enough fire extinguishers in the building. It was noted that fire extinguishers are located throughout the building in strategic positions. Also, we have an overhead sprinkler system. There was a broader discussion of the necessity for an evacuation plan in the event of an emergency, including signage and muster stations and training for the Hospitality Ministry. Inspectors from the fire department could be consulted to determine if we have any outstanding items. There should also be written reports in the office noting any deficiencies from past inspections.

SMCC has a heart defibrillator (AED) on-site.

13. Library Program

A parishioner is currently volunteering in the library. However, new software is needed to catalogue books as the current software is outdated. The library contains many books, CDs and other materials that should be catalogued so the library can be used. Two new volunteers who know how to catalogue books are available if new software can be purchased. It was agreed that new software should be purchased.

14. Lease of Front Property

Fr. Edmund emphasized that it is incumbent upon SMCC to have input into the proposal, but the pastor has the final decision. If the Pastor decides against it, the Diocese of Calgary will not force a lease upon SMCC.

As was the case at last PC meeting, there was vigorous discussion regarding the proposal among PC members; that a fast-food restaurant does not belong on parish property and that it should remain a holy and sacred space. However, it was also noted that revenues from the lease would provide needed funds to offset declining revenues.

It was agreed that it as this is a very divisive issue, a forum, such as an open house or town hall to provide more information to the parishioners is prudent and necessary.

It was agreed that there should be an informational open house with representatives from Chick-fil-A, Finance Council and PC on hand to answer questions, and a private ballot

available for parishioners to cast their vote for or against the proposal. A tentative date of February 9 was set.

Action: The availability of representatives from Chick-fil-A will be confirmed.

15. No Choir at 9:00 Sunday Mass

Parishioners have raised concerns that the choir will no longer be singing on Sundays at the 9:00 Mass. The Music Director will still be singing and playing the piano and may be accompanied by other instrumentalists.

The reason for the change is that some parishioners requested a return to more traditional music and hymns (without drums), and Fr. Vargas wanted to offer one Mass where this is available. PC members voiced concern that the reason for the change hadn't been adequately communicated to the parish and recommended that a note be included in the bulletin to explain the reason for proceeding without the choir.

The change will be tried for Advent and if there is huge backlash, there will be a return to having the choir sing at the 9:00 am Mass.

16. Diocesan Renewal – Formation of ‘Parish Renewal Team’

Father Vargas would like to create a team of 6-8 people. It will not necessarily include members of PC. More information will be provided in the bulletin and on Flocknote.

17. Condolence Cards to Mourning Families

For the past few years, the Grief Support Team has sent condolence cards to the families of parishioners who have passed away. However, due to confidentiality issues, the office cannot provide personal information, such as addresses of parishioners, to ministries. To address this, condolence cards will now be signed by Fr. Vargas and will be sent directly from the office.

CLOSING PRAYER & ADJOURNMENT at 9:05 pm

NEXT MEETING of PC

January 23, 2024