

# **Sarnia Bluewater Roman Catholic Family of Parishes**

## **CORE LEADERSHIP TEAM**

## **ACTION ITEM MINUTES**

- **DATE:** JANUARY 16, 2024, **TIME:** 2:00pm
- **ATTENDANCE:** Fr. Brian, Fr. Rob, Fr. Jan, Fr. Jose, Fr. Joseph, Leonia Downie, Louis Guimond, Annie Ferrera, Cathy Smith, Cathy Cimetta, Bill Nelson

| #  | Topic                                                                                                                                                  | Description                                                                                                                                         | Who              | Action Taken                                                                                                              |
|----|--------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|------------------|---------------------------------------------------------------------------------------------------------------------------|
|    | <u><b>OPENING PRAYER</b></u>                                                                                                                           | Fr. Brian led us in prayer                                                                                                                          |                  |                                                                                                                           |
| B) | <u><b>APPROVAL</b></u> and <u><b>BUSINESS ARISING FROM MINUTES</b></u> of JANUARY 9, 2024.                                                             |                                                                                                                                                     |                  |                                                                                                                           |
| C) | <u><b>VISIONING</b></u><br>When and where we have seen incidences that indicate the Family of Parishes is moving towards the intended long term goals. | C.1 Deacon David Cummings preached at St. Bens<br>- Homily spoke about Meditation                                                                   | <b>Annie</b>     |                                                                                                                           |
|    |                                                                                                                                                        | C.2 Good turnout for Sunday Breakfast at St. Ben's after 10:30 Mass                                                                                 | <b>Fr. Brian</b> |                                                                                                                           |
|    |                                                                                                                                                        | C.3 St. Patrick High School Student visit to all the churches was well received                                                                     | <b>Cathy S.</b>  |                                                                                                                           |
| D) | <u><b>TEAM UPDATES</b></u>                                                                                                                             |                                                                                                                                                     |                  |                                                                                                                           |
| 1. | <b>BRAG BOOK</b>                                                                                                                                       | Glory Stories - parishioners are invited to submit "Glory Stories" to Annie These stories of FOP successes will be published in the Bulletin.       | <b>Annie</b>     |                                                                                                                           |
| 2. | <b>JACKPOT CITY MEDIA POSTS (Jackpot</b>                                                                                                               | Annual meeting - if a group advertises 6 times a year they will receive ¼ of the share. We have 3 groups so how many times do we need to advertise? | <b>Annie</b>     | <b>Cathy Cimetta will contact Judy at the Jackpot City to discuss how many times do we need to advertise for 3 groups</b> |

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|----|-------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|--|
| 3. | <b>BOOKING HALL / CHURCH POLICY</b> | <p>Policy and Guidelines presented</p> <ul style="list-style-type: none"> <li>• Issues arising from the policy: <ul style="list-style-type: none"> <li>○ Non-Parish Groups taking up meeting spaces</li> <li>○ Pastoral needs take precedence over non-pastoral needs</li> </ul> </li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>Louis</b>                     |  |
| 4. | <b>COMMUNICATION TEAM</b>           | <p>January Meeting - reviewed the events in December:</p> <p>The Santa Claus parade was a success, and we will be participating again next December.</p> <ul style="list-style-type: none"> <li>• Important to be more visible in the Community.</li> </ul> <p>Canada Day Parade that perhaps the Youth Group could be involved in.</p> <ul style="list-style-type: none"> <li>• Praise Band play on the float</li> <li>• Have students carry banners</li> </ul> <p>Advent Retreat.</p> <ul style="list-style-type: none"> <li>• Plan earlier so that the dates could be better advertised</li> </ul> <p>Christmas and Easter Masses</p> <ul style="list-style-type: none"> <li>• No announcements</li> </ul> <p>12 Month Calendar</p> <ul style="list-style-type: none"> <li>• Have groups start booking events on the 12 month calendar (January to December 2024) Send Calendar updates to Annie</li> </ul> <p>FOP Newsletter</p> <ul style="list-style-type: none"> <li>• Come up with at title for the Newsletter</li> </ul> <p>YouTube Shorts - to be completed</p> <p>Q&amp;A Boxes in the church - next year</p> <p>KINDERSTART</p> <ul style="list-style-type: none"> <li>• Packages that are being used at the Kinderstart open houses was presented</li> </ul> | <b>ANNIE</b><br><br><b>NELLY</b> |  |
| 5. | <b>LITURGY TEAM</b>                 | <ul style="list-style-type: none"> <li>• January Meeting scheduled</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>Lee</b>                       |  |
| 6. | <b>LEM TEAM</b>                     | <ul style="list-style-type: none"> <li>• January 30 is the First Rite of Welcome for RCIA</li> <li>• Jenn Stewart started yesterday with sacramental prep</li> <li>• Jan. 31 3:30 priests gathering to prepare for Teaching Mass</li> <li>• Deacon Cummings will gather Sacristans to go over proper cleaning and prep of chalice and altar vessels</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>Lee</b>                       |  |

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|-----|------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|--|
| 9.  | <b>EVANGELIZATION TEAM</b>         | <ul style="list-style-type: none"> <li>• Promotion of Alpha will continue</li> <li>• Prayer intentions begin this week for Alpha</li> <li>• Promotion for Alpha in other languages (Fr. Sp. Pol.) Fr. Jose and Fr. Jan will translate</li> <li>• Flow Chart was provided that explains ways that evangelization occurs in the parish</li> <li>• Alpha posters for Churches available this weekend</li> <li>• New Life Retreats applications are now available</li> </ul>                                                                                                                                        | <b>Cathy S</b> |  |
| 10. | <b>YOUTH AND FAMILY TEAM</b>       | <ul style="list-style-type: none"> <li>• 1st Confirmation Meeting for parents only</li> <li>• Parents appreciated the communication prior to the start up</li> <li>• Young Adults group Board game night this month</li> <li>• Encounter this month during snow storm</li> <li>• Youth events every other month - Theme: how can we definitely know that God is real?</li> <li>• Parents asked to present questions anonymously using QR code</li> </ul>                                                                                                                                                        | <b>AJ</b>      |  |
| 11. | <b>FINANCE AND HUMAN RESOURCES</b> | <ul style="list-style-type: none"> <li>• Budget 2024 is better than 2023</li> <li>• We surpassed revenue than expected</li> <li>• Next Steps: <ul style="list-style-type: none"> <li>○ The more you give the more you will receive</li> <li>○ Pulpit Announcement the 3rd week of March</li> <li>○ “Efficient ways of giving” workshops will be presented this year</li> <li>○ Catch the Ace will start soon</li> <li>○ Various fund raising activities being explored</li> </ul> </li> <li>• Human Resources <ul style="list-style-type: none"> <li>○ Performance appraisals continuing</li> </ul> </li> </ul> | <b>Louis</b>   |  |

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| 12. | <b>SOCIAL JUSTICE TEAM</b> | <p>The Homeless Affordable Housing Ministry (HAH Ministry) very active. (All in January newsletter).</p> <ul style="list-style-type: none"> <li>• Fifty (50) backpacks/bags have been put together by SVP from donations made from parishioners + \$1,000 from Missions (to purchase supplies). Jim Curran has delivered them to various locations where they will be handed out (i.e.. Mercy Free Store, OLM, Salvation Army food truck, etc.). Collection of donations is ongoing throughout the winter.</li> <li>• Indwell presentation at Grace United Church Jan. 18 (2-4 p.m.). Ecumenical event + City Council + HAH Ministry invited. Indwell provides “affordable housing” and support services for the homeless.</li> <li>• Coldest Night of the Year fundraiser is Feb. 24 – for Habitat &amp; Rivercity Vineyard. Jim Curran is putting a team together for Rivercity.</li> <li>• Possibility of money from local Carpenters Union. This will go to Nightlight. Nightlight is very well attended and appreciated by homeless, therefore they are looking to expand open hours. Needs more volunteers and money and approval from City Council.</li> <li>• Next HAH meeting is Jan. 18th, St. Ben’s, 7-9 p.m. The speakers will be Neighbour Link + Rivercity. Everyone is welcome to attend.</li> <li>• The Feb. 22 meeting will be Myles Vanni from the Inn of the Good Shepherd .</li> <li>• Pikangikum First Nations Partnership. The gifts arrived in Pik on time for Christmas giving. Received beautiful thank you from Colleen which will be in the next FoP newsletter.</li> <li>• Development &amp; Peace Fall Education Campaign. Greg Stewart has the Share Lent campaign organized starting Ash Wednesday. There will be weekly bulletin notices, weekly prayer for Prayers of the Faithful and Talks given at all masses on March 10 or 17th weekends.</li> <li>• Migrant Worker Ministry. We will have our AGM on January 17th following 8:30 a.m. mass at St. Michael Church with mass intention for migrant workers and MWM.</li> <li>• Next Social Justice &amp; Missions Team meeting. Late February (date to be determined).</li> </ul> |  |  |
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|-----|----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|-----------------------------------------------------------------------------------|
| 13. | <b>SOCIAL TEAM</b>               | <ul style="list-style-type: none"> <li>Two summer movies in the summer</li> <li>April and May movies at the library</li> <li>Suggestion for choirs to present at a festival possibly in April</li> <li>Parishioner asked if the end announcements could be placed after the final blessing</li> </ul> | <b>Annie</b> | Announcements will now occur after the Final Blessing before the recessional hymn |
| E)  | <b><u>OTHER BUSINESS</u></b>     | <ul style="list-style-type: none"> <li>Core Leadership Team will meet bi-weekly going forward.</li> </ul>                                                                                                                                                                                             |              |                                                                                   |
| F)  | <b><u>PRAYER. INTENTIONS</u></b> | Prayers and Intentions were shared.                                                                                                                                                                                                                                                                   |              |                                                                                   |
| G)  | <b><u>CLOSING PRAYER</u></b>     | Father Jose led us in prayer                                                                                                                                                                                                                                                                          |              |                                                                                   |
| H)  | <b><u>NEXT MEETING DATE</u></b>  | Tuesday, January 30, 2024 - 2 PM                                                                                                                                                                                                                                                                      |              |                                                                                   |