

Pastoral Council Meeting Minutes

St. Basil's Church – September 22, 2025

Attendance

The following were present at the meeting: Elizabeth Elliot, Judy Young, Father Adolphus, Susan Fekete, Peter Veselovsky, Greg Mathieu, Lindsay Moore-Chung, Jennifer Leddy and Jean-Paul Ruszkowski.

Opening Activities

Judy Young welcomed everyone including Father Adolphus who then led the opening prayer. Father Adolphus thanked the facilitators, Judy and Elizabeth, for organizing this initial meeting of the new Parish Council and offered his appreciation to the members of the council who are serving the parish in this capacity. He looks forward to working with the new council.

Orientation Meeting Follow Up

Judy noted that the schedule of meetings agreed to at the September 10th Orientation meeting are in the Office booking. These meetings are the first Monday of the month until January then continue with 2nd Monday until the end of May. Meeting dates will be listed in the bulletin under EVENTS for that week.

Father Adolphus received a copy of the minutes of the last meeting, the bio sheets and a copy of the Pastoral Council Manual.

As a result of the discussions at the orientation meeting the new Pastoral Council will ensure that a member serves as a liaison between the four central parish ministries (as noted on the front of the Sunday Bulletin) as follows:

Liturgy Ministry	-	Lindsay Moore-Chung
Outreach Ministry	-	Jean-Paul Ruszkowski
Faith Formation Ministry	-	Susan Fekete
Parish Vitality Ministry	-	Jennifer Leddy

In addition, Greg Mathieu will serve as the Pastoral Council representative on the Finance Council

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Finance Council Role and Budget Process

Michelle Gleeson, Chair of the Finance Council, presented an overview of the function of that Council and the budget process that they oversee annually.

The responsibilities of the two councils were clarified: the Pastoral Council manages the policy framework and sets program priorities, while the Finance Council oversees financial and human resources within the parish.

Michelle noted that the financial protocol of the parish is directed by the archdiocese including a new Financial Management Manual that was issued in June of this year. That manual gives direction to the parish on areas of financial control and accountability.

The annual budget process for St. Basils is based on the calendar year with the need to bring the projected budget to the Pastor for approval and submission to the archdiocese by the end of November. The Parish Council will use this process as an opportunity to dialogue with the ministries and committees that have a budget requirement to assist them in developing a budget projection for 2026. The Finance Council would like to implement multi-year budgeting which would require a forecast, not cast in stone, for the 2027 financial year be included in this year's budget submission.

Last year the ministries and committees under the Liturgical/Pastoral Cost heading of the 2025 budget were allocated a lump sum of \$ 20,000. No further allocation to the ten activities/committees under that allocation were made. This year we plan to have each of the ten review what has been spent to date, what additional expenses are planned for 2025 and the budgetary needs projected for 2026 and 2027. Michelle indicated that the Finance Council will provide a pro forma for the budget submission and a summary of expenses to date for each area that is under the control of the Pastoral Council.

Chair Election

Elizabeth Elliot led the process for selection of the Chair for the Pastoral Council for 2025. Council members were asked if they would stand for the position or not. Three members indicated they would not stand for the Chair position.

A secret ballot was held with Elizabeth and Father Adolphus as scrutineers. Greg Mathieu was elected to the Chair position for this 2025-26 year.

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Future Meeting Dates

The following dates have been selected for future meetings:

- October 6, 2025
- November 3, 2025
- December 1, 2025
- January 12, 2026
- February 9, 2026
- March 9, 2026
- April 13, 2026
- May 11, 2026
- June 2026 – Joint meeting with Finance Council

Closing

The meeting concluded with Judy Young expressing gratitude to all members for their time and dedication to the parish community, a thank you to Elizabeth for overseeing the election of the new Chair and Jean-Paul thanking Judy and Elizabeth for their work in bringing the new Parish Council together.

Elizabeth led the group in a closing prayer.