

# Catholic Parish of



St Teresa and St Thomas More Churches

## Otari Parish Pastoral Council

| Meeting Minutes             |  |                 |  |
|-----------------------------|--|-----------------|--|
| <b>Date, Time and Venue</b> | 19 July 2017   | Start Time: 7pm | Venue: St Thomas More Lounge   |
| <b>Attendees</b>            | Erwin Palado (Chairperson), Fr Ron Bennett, Benny Tau'alupe, Pat Gee, Lagi Tuimavave, Kevin Carr, David Ross |                 |  |
| <b>Objectives :</b>         | July Monthly Meeting   |                 |  |
| Agenda Items                |  |                 |  |
| Item #                      | Details  | Who             | Discussion   |
| 1.                          | Opening Prayer   | Erwin           |  |
| 2.                          | Apologies  | Erwin           | Rachel Roth, Christine Kuper, Sarah Mayo, Mary Callister   |
| 3.                          | Welcome and Introduction   | Erwin           | Erwin welcomed the new PPC members. Everyone took turns introducing themselves.  |
| 4.                          | Contact Details update   | Erwin           | Erwin has e-mailed the PPC contact list and asked everyone to check that there are no typo errors.<br><b>ACTION: All</b>   |
| 5.                          | PPC procedures   | Erwin           | Erwin briefly explained how the PPC works in terms of minute taker and alternate venues for meetings. The Donation Policy and Parish Manifesto were also explained.<br><br>Upcoming parish events are:<br>3 Sept – Father's Day<br>10-17 Sept – Social Justice Week<br><br><b>Erwin</b> to ask Catherine to give \$100 to MISSIONZ as per Donation Policy. |
|                             | PPC Ministries   | Erwin           | Erwin showed a list of the Parish ministries and briefly described the new ones.<br><br>Next PPC meeting, Estelle will join the meeting and explain the Side-by-side Mentoring Ministry.<br><br>Everyone is invited to attend the next Stewardship meeting on 24   |

## Otari Parish Pastoral Council

|            |  |        |   |
|------------|--|--------|---|
|            |  |        | Aug, 7 p.m. at STM lounge. Lorraine will facilitate the Gift Discernment session.   |
| <b>6.</b>  | <b>Archdiocesan links and activities</b> | Erwin  | <p>Two fairly new Archdiocesan ministries: Parish Leadership Vicariate and Family &amp; Young Church Vicariate</p> <p>Upcoming Archdiocesan events:<br/>Synod Weekend – 15-17 Sept. Otari parish delegates are Jayne Sutherland, Lagi Tuimavave, Sara Simmons and Michael Gribble. Erwin is also attending as a member of the Archdiocesan Pastoral Council. Clergy for this weekend masses – <b>ACTION: Fr Ron</b></p> <p>Stewardship month – October<br/>Scripture Reflection – 29 Oct<br/>1<sup>st</sup> World Day of the Poor – 19 Nov<br/>“Proud to be Catholic”</p> |
| <b>7a.</b> | <b>Other Business</b>                    | Fr Ron | <p>Fr Ron explained the role of the PPC and the Finance Committee as per Canon Law. He said that these two need to work together. Also, a relationship between the PPC and the other established groups is encouraged.</p> <p>He spoke about the 4 Pillars of a Stewardship parish: hospitality, prayer, service and formation.</p> <p>The next Marriage Encounter weekend is in Oct at the Silverstream Retreat Centre.</p>  |
| <b>b.</b>  | <b>Eucharistic Ministers/ Website</b>    | David  | <p>David spoke about the need for Eucharistic Ministers to bring communion to the home-bound and during the weekday morning communion service. He has written a procedure document. It was suggested that he speak during Mass to invite more parishioners to join the ministry. <b>ACTION: David</b></p> <p>David suggested that each ministry update or create a page for their ministry on the parish website. Erwin to upload the PPC minutes once David has given her authority to do so on the webpage. <b>ACTION: David and Erwin</b></p>                          |
| <b>c.</b>  | <b>Readers</b>                           | Kevin  | <p>Kevin expressed that more readers are required particularly for the vigil mass.<br/>It was suggested that he speak during Mass to invite more parishioners to join the ministry. <b>ACTION: Kevin</b></p>  |
| <b>8.</b>  | <b>Correspondence</b>                    | Erwin  | A letter from the Tongan community was received but due to the length of this meeting, will be brought forward to the next meeting.   |
| <b>7</b>   | <b>Next Meeting</b>                      |        | Wednesday 16 August at St Teresa’s Presbytery 7pm<br>Kevin has given his apologies.   |
|            | <b>Minute taker and prayer</b>           |        | Rachel Roth   |
| <b>8</b>   | <b>Concluding Prayer</b>                 | Erwin  | The meeting concluded at 9.00pm   |

## Otari Parish Pastoral Council