



ŌTARI PARISH PASTORAL COUNCIL MEETING MINUTES

Date and time - 7pm, Monday 24th August 2026

Venue - St Teresa's Church Presbytery

Attendance:

Present: Fr. Joy, Peter Wood, Kiko Tu'amoheloa, Adri Widyanto, Myrna Umali, Patricia Lynch, Amanda Russell-Kleiner

Apologies: Des Tiller, Chris Orsman, Neville Braganza

1. Opening prayer and welcome— Acting Chair, Peter Wood, welcomed the group; prayer to the Holy Spirit was prayed
2. Confirm note taker – Amanda Russell-Kleiner
3. Representatives from the Ōtari Parish JPD Group, Bernadine Reid and Ethne Wyndham-Smith, spoke to the PPC about parish membership in the Living Wage Movement. The movement seeks to raise community awareness and promote political action to attain a living wage for all workers. It was acknowledged that the goals of the movement are consistent with Catholic Social Teaching. The Ōtari JPD group are current members of the Living Wage Movement, and desired that the parish also become a member of the Living Wage Movement. It was pointed out that as representatives of the parish, the Ōtari JPD Group has already enrolled the parish within the movement and thus Ōtari parish is a member of the LWM. Continuing enrolment would require payment of the annual membership fee of \$250, as well as involvement in and promotion of the activities of the Living Wage Movement. The next action of the movement, the Living Wage Election Forum on 2 September, has already been promoted in the parish newsletter, and JPD members were invited to speak about the event following this weekend's Masses at St. Teresa's. It was requested that JPD members collect the requisite paperwork and information for ongoing involvement so that a point-person responsible for continued involvement in the movement can be identified. The nomination of such a person will be revisited in collaboration with the JPD group.
4. With minor amendments, the minutes from the last meeting of the PPC (20 July 2026) were approved.
5. Outstanding actions from previous meeting – see table below.

No	Item	Action	Owner	Status
52	Draft Parish Plan	Some updates, new info., small statements, from Family Group etc. Peter suggested putting something about STM closure under Stewardship. Add PPC and FC to Stewardship list. Put OCIA under Faith Formation banner. Des to contact Chris Duthie-Jung to help lift the plan to the level needed in alignment with Archdiocese for consistency. To be done after 30 August and the closure of St. Thomas More.	Des	On hold
59	JPD request for Living Wage Movement annual fee coverage	More information requested; JPD group to brief the PPC.	All/ JPD members	See #3 Point-person for ongoing leadership of LWM within the parish to be identified in collaboration with the JPD group.
60	Volunteer recruitment at the end of mass	Everyone to actively promote the Ministries within Ōtari Parish.	All	Volunteers coming through from STM with representation on the Liturgy team; new members being added to the Finance Committee.
62	Disposal of assets of STM	Report generated by STM committee to be reviewed by the Liturgy Committee, FC and Fr. Joy.	Fr. Joy	Ongoing
63	STM Tikanga and special culture meeting.	Re transport of parishioners, STM will pick up that to ascertain the parishioner's transport needs. Those who need transport to be identified to the Parish office.	Peter	Parish community to take care of transportation needs as they are identified.

6. Events for late August, September and early October:

- a. 29 Aug – STM Open Day, 11am-5pm
 - i. Comprehensive plans in place for Open Day and time for sharing.
- b. 30 Aug – STM final Mass, 4pm (note: there is a 10am Mass at ST)
 - i. Comprehensive plan made for closing Mass to be celebrated by Archbishop Paul Martin, including the procession of taonga out of the sanctuary.
- c. 04 Sep – First Friday Adoration
 - i. Adoration to conclude without an evening Mass in the Blessed Sacrament Chapel as Fr. Joy will be celebrating the Late Night Youth Mass at SHC with our parish youth that evening.

- d. 06 Sep – Welcome Procession and Father’s Day
 - i. Welcome of parishioners from STM and procession of taonga from STM church into ST sanctuary.
 - e. 08 Sep – Ordination of Deacon Emilio (at SHC)
 - i. Saturday morning Mass at ST to be cancelled in anticipation of the Ordination Mass.
 - f. 20 Sep – Youth Event
 - i. Regular meeting of youth and young adult groups.
 - g. 27 Sep – St Teresa’s Feast Day
 - i. All Ōtari parish choirs anticipated to participate in the Mass
 - ii. Request parishioners to provide a plate for after-Mass celebration.
 - h. 04 Oct – Feast of St. Francis of Assisi
 - i. Fr. Joy to invite Cardinal John Dew to celebrate Mass
 - ii. 2pm Blessing of pets at ST
7. **Update from the St Thomas More Transition Group** – Peter provided a final summary of plans which have been carefully and thoroughly developed (see 6a., 6b. and Addendum: Summary of Transition Committee Activities)
 8. **Update from the Building Committee** – Pending; Peter to reach out to Chris for information.
 9. **Deacon Emilio’s Ordination** – No Saturday morning Mass to be celebrated at ST that morning; Fr. Joy to invite Fr. Emilio to celebrate a Mass of thanksgiving at ST.
 10. **Parish prayer** – Patricia to review the parish prayer to ensure its continued suitability as we transition to become one worshipping community.
 11. **Closure of STM Building** – Signage outlining Mass times at STM to be removed from STM building. Plans in place for collection of keys.
 12. **Parking concerns around school opening and closing** – Office personnel to clarify with the Archdiocese school boundaries and liabilities, and Fr. Joy to meet with school principal to discuss safety concerns.
 13. **Paintings donated by Deacon Philip** – Two beautiful paintings, one of St. Therese of Lisieux and one of St. Thomas More, have been donated by Deacon Philip. These will be blessed at the Feast of St. Therese and placed in the church transept.
 14. **Confirm action points:** see table below.
 15. **Date of next meeting**– 21 September 2026, 7pm.
 16. Meeting closed at 8:05pm.

Distribution

Fr Joy Thottankara		Adri Widyanto
Amanda Russell-Kleiner	Chris Orsman	Des Tiller
Myrna Umali	Falakiko Tu'amoheloa	Neville Braganza
Patricia Lynch	Peter Wood	
Benny Tau'Alupe	Catherine Vernon	Otari Parish Office

PPC Open Actions: Action Items

No	Item	Action	Owner	Status
64	Parish Prayer	Revision of parish prayer during our ongoing transition	Patricia	Actively being revised
65	Celebratory Masses	Fr. Joy to invite Cardinal Dew to celebrate the feast of St. Francis, and Fr. Emilio to celebrate a Mass of thanksgiving at ST.	Fr. Joy	Pending
66	Closure of STM Building	Signage pertaining to Mass times to be removed from STM building following the STM closure.	Fr. Joy	Pending

Note Taker Roster – 2026

PPC Meeting	Note Taker	Notes
26 January	Myrna	PPC Chair is responsible for producing the agenda and meeting pack. Volunteers: Adri, Amanda, Chris, Kiko, Myrna, Neville, Patricia and Peter.
23 February	Amanda	
16 March	Chris	
29 April (combined)	Catherine	
25 May	Peter	
14 June (AGM)	Treena Tiller	
22 June	Adri	
20 July	Patricia	
24 August	Amanda	
21 September		
19 October		
23 November		
14 December (combined)	Catherine	

Summary of the Transition Committee Activities for PPC May PPC meeting

Key Dates

- **Friday, July 17 2026, 6 pm,**
During the Season of Matariki, there will be a memorial liturgy to remember and give thanks for those from the St Thomas More community who have died. This will be followed by a potluck/BYO meal. Tea and coffee will be available.
- **Saturday, 29 August 2026, 11am until approximately 5pm**
All are invited to the church for some quiet reflection time. There will be tea and coffee available in the lounge and a chance for a casual chat while you look at the photos and memorabilia. From 3pm, there will be organised opportunity to share and listen to stories.
- **Sunday, 30 August, 4pm – final Mass led by Archbishop Paul Martin**
This will be followed by light refreshments

Current Activities

- Publication of key dates and call for memorabilia in the Parish Newsletter and Welcom.
- Designing and preparation of invitations to the final Mass.
- Preparation for the final Mass including checking the requirements of the Archbishop.
- A detailed inventory has been prepared. There is consideration of how items will be disposed of including what St Teresa's needs. Efforts are being made to find the providence of some particular items, especially those donated by former parishioners.
- Plans for a book of memories which can be ordered and paid for by those interested.
- Organisation of details of events such as catering, and logistics.
- A list of people who want to carry on their Ministry at St Teresa's has been by Sandra made and will be sent to the Liturgy Committee.
- Liturgy committee to organise a celebration of one Parish at St Teresa's on the week after St Thomas More closes.

Thursday 28 May, 5.15pm at St Thomas More Lounge