



ŌTARI PARISH PASTORAL COUNCIL MEETING Minutes

Date: 7pm, Monday 4th August, 2025

Venue: St Teresa's Church Presbytery

Attendance:

Present: Fr. Joy, Fr. Tikoua, Des Tiller, Kiko Tu'amoheloa, Myrna Umali and Amanda Russell-Kleiner

Apologies: Neville Braganza, Adri Widyanto and Chris Orsman

1. Welcome; Opening prayer was prayed by Fr. Joy.
2. Confirm note taker (Amanda Russell-Kleiner)
3. Minutes from the last meeting were accepted as true and correct.
4. OUTSTANDING ACTIONS - see table below.

OUTSTANDING ACTIONS

No	Item	Action	Owner	Status as of 4 August 2025
24	Understanding of the insurance cover on a high level	Provide high level insurance option(s) to PPC and Finance Committee members	Benny	CLOSED
30	Meeting with the different ministry groups	Des will draft a little blurb to thank them and invite them to present to PPC; this will be integrated into the AGM, inviting ministry groups to bring forth their proposals within the framework of the parish plan	Des	Integrated into #39 and CLOSED
37	Draft Parish Plan	Des to send copies to the Liturgy team and Finance Committee for expansion of the different themes to be presented at the AGM	Des	Integrated into #39 and CLOSED
38	Recruit new PPC members	Announcements to be made at STM after Mass seeking two representatives from the Wilton community. A second announcement seeking members to be made at the AGM.	Des	CLOSED

No	Item	Action	Owner	Status as of 4 August 2025
39	Development of detailed Parish plan	Develop a plan to flesh out initiatives under each of the strategic themes. Create a template to be sent to each parish ministry group (Liturgy Committee, Finance Council, JPD, CWL, Youth Group, Family Group and Faith Events Team) to populate with the plans for their ministry.	All	Pending

5. Reflection or update on recent Parish events and programmes:

- a. 27 July: Jubilee of parents, grandparents and the elderly
 - i. The blessing of the grandparents, parents and elderly by the youth of the parish during Mass was very well received.
- b. 27 July: Commencement of Alpha Youth Program
 - i. 31 participants were registered with the program by this date.
 - ii. The program retreat is planned for 31st August.

6. Upcoming faith events:

- a. 10 August: Jubilee for Priests and vocations
 - Plan for the combined 10am Mass outlined by the Liturgy Committee, and noted to include representatives of both the St. Thomas More and St. Teresa's congregations.
- b. 24 August: Jubilee of Otari Parish Youth
 - Roles for the combined 10am Mass to be filled by parish youth with the Filipino Choir providing the music.
 - Alpha Youth program to follow the 10am Mass
- c. 7 September: Jubilee of Fathers
 - Blessing of all fathers to be offered at each of the weekend Masses
- d. 7-13 September: Caritas Social Justice Week
 - Program to be coordinated by JPD group and parish schools.
- e. 21 September: Jubilee of Migrants
- f. 5 October: St. Theresa's Feast Day
- g. 18 October: Pilgrimage to Our Lady of Lourdes, Kapiti
- h. 22-31 October: 10 day Rosary devotion

7. Discussion on planning for becoming one church, and establishment of an organising committee:

A questionnaire created and issued by members of the STM congregation exploring the thoughts of the STM community on the future of the STM church was reviewed. The questionnaire had not previously been known to members of the PPC, and although not endorsed by the PPC,

offers the opportunity to gain an understanding of the feelings of the STM community. This knowledge will be valuable in the future as the parish works to come together as one worshipping community.

Two representatives of the STM community will be invited to present the findings of the questionnaire to members of the PPC at the 25 August PPC meeting, and requested to provide an outline of these findings one week prior to this meeting (18 August) for review by PPC members.

8. Planned Gifting Programme for August:

The Planned Gifting Programme was commenced during weekend Masses (first weekend of August) during which the Archbishop’s message to parishioners of the Archdiocese was viewed. The Programme is to continue through August. The Planned Gifting form is to be reviewed with the Finance Committee and office staff to ensure all necessary information will be captured.

9. Confirm action points from meeting: see below.

No	Item	Action	Owner	Status as of 4 August 2025
1	STM Questionnaire	Reach out to representatives of STM requesting that 2 persons present the findings of the questionnaire to the PPC at the 25 August meeting, and that the collated results of the survey be provided by 18 August.	Des	Pending
2.	Planned Gifting Programme	Review of Planned Gifting forms with Finance Committee and office staff	Des	Pending

9. Date of next meeting: Monday 25 August 2025, 7 PM start.

Note Taker Roster – 2025

PPC Meeting	Note Taker
27 January	Adri
24 February	Myrna
24 March	Amanda
28 April	Chris
26 May	Myrna
23 June (combined TBC)	Catherine
04 August	Amanda
25 August	
22 September	
20 October	
24 November	
15 December (combined)	Catherine

Note: PPC Chair is responsible for coordinating and producing the meeting pack and agenda.