



ŌTARI PARISH PASTORAL COUNCIL MEETING MINUTES

Date and time – 7pm, Monday 20th July 2026

Venue - St Teresa's Church Presbytery

Present: Des Tiller, Peter Wood, Neville Braganza, Adri Widyanto, Amanda Russell-Kleiner, Chris Orsman, Patricia Lynch, Myrna Umali, Father Joy Thottankara

Apologies: Kiko Tu'amoheloa

1. Opening prayer and welcome - Chair, Des welcomed Father Joy back and acknowledged his niece's sickness wishing the family well.
2. Confirm note taker – **Patricia Lynch**
3. Further changes to be made to last month's minutes will be circulated, to be confirmed and endorsed.
4. Outstanding actions – see table below

PPC Open Actions

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	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 after the closure of St. Thomas More.
58	Areas of Focus for the Parish	Agreed that we need more people involved, the need to keep parish community vibrant. Focus on growth.	All	Closed.

No	Item	Action	Owner	Status
59	JPD request for annual fee coverage	More information requested from JPD – to brief the PPC once Fr Joy has returned.	Des	Living wage question by STM to be picked up by JPD from St.Thomas More. Annual subscription for Living Wage Movement (LWM), will need a statement on this LWM. Expectations read out. Peter will speak at Sunday Mass regarding the future of this.
60	Volunteer recruitment at the end of mass	Everyone to actively promote the Ministries within Otari Parish.	All	Volunteers coming through from STM with representation on the Liturgy team. Peter will ask at STM about this.
61	Appendix for the minutes	Provide an Appendix for the June meeting minutes	Peter Wood	Closed
62	Disposal of assets	The Finance committee and Fr Joy will continue to go through that list.	Fr. Joy	With the FC and Fr Joy to review
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	
64	Mass times review communications	Des will write a notice regarding the Mass survey times plan to take place at a later date for newsletter.	Des	

5. Events for late July and August:

- a. 17 Jul – STM Memorial Liturgy, 6pm followed by a potluck/BYO meal
Peter reported this was well done and about 50-60 people attended.
- b. 26 Jul – World Day for Grandparents and Elderly
Liturgy team helping with liturgy for school to celebrate and Masses during the week acknowledging Grandparents and elderly.
- c. 28-13 Jul – No Masses, liturgies only as Priests are gathered at ADW
- d. 07 Aug - Adoration of the Blessed Sacrament, 6:30pm
First Friday of the Month.
- e. 15 Aug - Assumption of the Blessed Virgin Mary
Mass at 9:00am Saturday Mass and Saturday Vigil Mass.

- f. 23 Aug – Parish Youth Event
Date might change.
- g. 29 Aug – STM Open Day, 11am-3pm
Times confirmed
- h. 30 Aug – STM final Mass, 4pm
To be led by Archbishop Paul and Archdiocese team support.
- 6. Update from the St Thomas More Transition Group - Peter
Next meeting is this Thursday (23 Jul). Feast day Mass with Pa Gerry was a great celebration. Quiz afterwards was popular. Matariki dinner was a great success. Several priests in attendance. Build up for the two events was very efficient with lots of plans for safety and catering - very well done. For the final STM Mass, a ceremonial procession of treasures will be processed out to be rehomed to St. Teresa's later. Welcome Mass at St. Teresa's, STM representatives may process the treasures from STM into Mass at St. Teresa's. Deacon Philip is sending paintings of St. Teresa and STM for presentation. Morning tea by St. Teresa's to be coordinated for the reception of STM parishioners.
- 7. Update from the building committee – Chris
A number of reports are in and will be peer reviewed by another company/ies. Sobering results - earthquake prone building. Cantilever supports are a problem. Roof good, guttering needs replacing. Scaffolding \$115,000 Asbestos needs to be worked around carefully. The Building Committee wants a ground figure from a quantity surveyor to help develop options. Des mentioned the important need to get fund raising going and cited a recent article on St. Andrews in Taranaki at a cost of \$4.2 million for restoration. Want to know expected costs. The building committee will bring to PPC when they have firmer costs and outcomes. Priorities are safety, earthquake strengthening, and weather tightness.
- 8. Mass times survey – communication with Parish - Des
After feedback from key members of the STM community following the AGM announcement of the review of Mass times, the decision has been made to pause the review. A review will be considered at a later time as part of a wider Parish consultation on the refurbishment requirements for St Teresa's church. This will also need to fit in regarding wider diocese parish Masses. Until then, the weekend Mass times for Otari Parish will be Sat 5:30pm Vigil Mass and the Sunday 10am Mass.
In the next couple of months reports regarding building and renovation work will be available. We need to communicate that the survey re Mass times will be picked up later. Peter will communicate to STM. Des will write a notice for the newsletter. (see item 64 open actions above).
- 9. Confirmed action points from previous meeting
- 10. Date of next meeting – 24 August 2026.

Meeting closed 8:00pm

Distribution

Fr Joy Thottankara	Fr Cirilo Barlis	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

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		
21 September		
19 October		
23 November		
14 December (combined)	Catherine	