



ST COLUMBA'S
CATHOLIC CHURCH • LEICHHARDT NORTH

Pastoral Council

Meeting Minutes

Tues 5 December 2017, 7.30 pm

St Columba's meeting room

Meeting opened: 7.35 pm

Item	Action
<p>1. Opening prayer – Fr Michael</p>	-
<p>2. Attendance / apologies <u>Present</u> Mark Breen, Dan O'Brien, Fr Michael, Adrian Overs, Carmel Reid, Amanda Sapienza, Vasile Tiano, Renata Popovic-Tomac, Susan Draysey, Bernard Ryan</p> <p><u>Apologies</u> Chantal Nguyen</p>	-
<p>3. Business arising from previous meetings</p> <p>(No minutes from Pastoral Council information session on 7 November)</p> <ul style="list-style-type: none"> • Church sign - Renata <ul style="list-style-type: none"> ○ Sign was due to be installed on Friday 8 December, but will be moved to Monday 11 December so as not to interfere with the wedding being held on 8/12/17 ○ Council agreed that the 'Toilets' sign should be A4 size and the 'Parish Office' sign should be A3 	<p>Renata to finalise way-finding sign designs and ask to have installation moved to Monday 11 December</p>

- **Christmas - Fr Michael**
 - 5000 cards re Christmas liturgies are being made; the heavier card has been used.
 - Christmas weekend Mass times:
 - 24th Sunday of Advent:
 - Saturday 23 December at 5pm
 - Sunday 24 December at 8am and 10am
 - Christmas Eve: Sunday 24 December at 5pm (children’s Mass); 7pm
 - Christmas Day: Monday 25 December at 9am

4. Meeting frequency - Adrian

When recruiting new members for the Pastoral Council, some members received feedback that monthly meetings might be excessive and they wouldn’t be able to fit in such frequent meetings. Discussion around whether we could move to less frequent meetings.

Council decided to trial meeting every 6 weeks, with increased electronic communication where necessary/appropriate.

First meeting Tuesday 6th Feb, then every six weeks.

Chantal to circulate draft list of dates of 2018 meetings to **Bernard**; **Bernard** to check the list for any clashes with school events and notify **Chantal**; **Chantal** to circulate final list of 2018 meeting dates to Council

5. Pastoral Associate Recruitment - Amanda

Discussion around the scope of the role and whether current ideas for it are feasible for a single part-time position.

Points to consider in decision-making:

- The advertisement needs to be more tailored to our parish’s needs and expectations of the role.
- If coordinating the Sacraments is going to remain the main feature of the role, advertise more specifically for a sacramental coordinator.
- Consider the use of small teams, for Sacraments and other aspects of the PA role, to build capacity in the parishioners rather than leave with a single person.
- The Sacramental Coordinator aspect of the role has the most urgency, unless Sacraments are delayed in 2018.
- Sue Draysey indicated that she will approach Fr Peter to discuss ways she might be able to assist with the Sacramental Coordinator role in 2018.

Chantal to put on the agenda for next meeting

6. ‘Ex officio’ contributions at meetings - Adrian

Discussion around what it means to be 'ex officio' and what it means for how ex officio members contribute to discussions.

Council agreed that ex officio members should contribute fully, move and second motions, and provide their opinions even if not directly arising out of the role in which capacity they are on the Council.

7. School report - tabled by Bernard

The Family Mass on Saturday 4 November was a success with many families attending. Thank you to Fr Peter and Sr Laureen who supported this concept in 2017. Feedback is sought.

- Bernard will let Mark Breen know the dates of the Family Masses as soon as possible so that Mark can prepare the parish ministry rosters accordingly.

The school celebrated its End of Year and Year 6 Graduation Mass on Tuesday 28 November. Ms Frances Stewart was officially thanked for the seven years of leadership she gave to the community. Mrs Alicia McMahan, Ms Sue Draysey and Mrs Ally Oppedisano and our Year 6 students were also farewelled, as they are leaving our community at the end of 2017.

The Parish Welcoming Mass for 2018 is being held on Sunday 28 January at 10:00am.

The school is thankful for the positive relationship that exists between the Parish and the school. 2017 has been a successful year, and I thank Fr Peter for his leadership; Fr Michael, who has been standing in whilst Fr Peter is on sabbatical, and the relationship that exists between all in the Parish.

A special thank you to our Family Educator, Ms Sue Draysey. This is her last meeting tonight as the St Columba's Family Educator and I thank her for her passion for social justice and her faith that she has brought to St Columba's over the last three years.

Personally, I would like to thank all members of the Council for welcoming me in 2017. I look forward to continuing to build on our already strong relationship as we move into 2018.

8. St Vincent de Paul report - 'tabled' by Mark Breen

Due to personal circumstances I did not submit a Vinnies report to Council in November. This report therefore covers the months October-November inclusive.

Clients assisted

During the months of October and November Vinnies conference members attended to 13 calls for assistance. There were 28 individuals assisted during these calls and we delivered 12 food hampers and issued \$710 worth of supermarket food cards. Total approximate cost for goods provided during the period is \$2610, including furnishings etc.

Financial Position

Our local conference has not received accounts for the most recent period as yet.

Christmas Hampers

All 45 hampers put out for parishioners provide on the weekend of 25-26 November have been taken. As ever this is a pleasing reminder of the generosity of our parishioners.

Christmas Appeal

The coming weekend of 9-10 December will see the annual Vinnies Christmas Appeal. I understand that conference members will speak about the appeal at each mass this weekend. All funds raised in this appeal and the winter one are used to support people in the local area.

9. Parish sub-committee updates

Social Committee

All plans are in place for the Christmas party on Saturday night: Food booking has been confirmed; alcohol has been delivered; some parishioners are arriving early to set up; food will be delivered between 5-5:30.

Reaching out to others

The Committee recently met and will meet again in January to discuss initiatives like David’s Place outreach, CARE program.

Kimberley Doyle (an officer of the Justice and Peace office who helps parishes establish social justice programs/initiaives) has met with several parishioners on the ROTO committee.

Liturgy

Christmas masses: see above for Mass times; preparations are under way.

Communications

Christmas Masses: details are on the website. Previous minutes have also been loaded onto the website. Church sign to be installed on Monday.

10. Other business (for 2018)

- **Cooling options for the Hall - Amanda**
 - Heat pours in through the west-facing ‘rolling glass door’ making it uncomfortable in the hall, even with the fans on.
 - For discussion with Fr Peter/finance committee in 2018: possibilities to ameliorate the heat:
 - Fixed awning outside, so walkway cooler, too; keeps heat in in winter but keeps

Chantal to put on the agenda for next meeting

- heat out in summer
- Big sun-block blinds
- Air conditioning using the existing vents

- **Kindy welcome Mass - Amanda/Adrian**
 - 10am on Sunday 28 January will be the Kindergarten 2018 welcome Mass
 - The invitation letter has been sent to all Kindy 2018 families
 - Morning tea after 10am Mass on 28 January will be bigger than usual, as Kindy 2018 families have been invited to it

- **Leichhardt Festa 2018 - Adrian**
 - Discussion around whether the parish should have a presence at this event.
 - Given the focus on food at the Festa and its tendency now to attract visitors rather than locals, it is probably not the right event to achieve the parish's aims of establishing our presence in the community and informing of the church's various social justice initiatives etc.
 - If a more appropriate event arises, the possibility of a parish stall can be revisited.

- **Feedback on bulletin - sought by Fr Michael**
 - Suggestion that it could use bigger font now that there is more room, otherwise good.

- **Style Guide/branding - Fr Michael**
 - Construction of the sign raised awareness of differences in various versions of the parish style guide and colours.
 - CARE program flyer and register have been updated to use new colours.
 - Fr Michael has also designed a Pastoral Council image with See Judge Act – potential for it to be a Pastoral Council logo?

Carmel to ensure more refreshments at morning tea on 28 January

11. Thank you to Fr Michael, Sue and Amanda for their contributions to the Pastoral Council.

Meeting closed: 9:05 pm

Next meeting:

Tues 6 February 2018, 7.30 pm, St Columba's meeting room