



Parish of St Columba and the Holy Souls, Leichhardt North
Pastoral Council

MINUTES of meeting on 3 November 2015 7:30 pm

Venue: St Columba's Parish Demountable

Meeting opened: 7:35 pm

No	Item	Action to Do	By
1.	Opening Prayer – Read by Therese Briggs		
2.	Present: Therese Briggs (chair), Margaret Perry Dan O'Brien, Amanda Sapienza, Sue Draysey, Peter Smith, Frances Stewart, Adrian Overs Apologies: David Cooper, Mark Breen		
3.	Minutes from previous meeting: <ul style="list-style-type: none"> • Motion to accept: Margaret Perry • Motion seconded: Dan O'Brien • Motion carried Business arising: <ul style="list-style-type: none"> • 'Cold calls' at Presbytery – Therese Briggs <ul style="list-style-type: none"> ○ SVDP will prepare some mini hampers and liaise with Peter as to where to keep them ○ They are aware that many people seeking cash, but at least they can provide some kind of assistance • Location of Mary MacKillop window – Mark Breen (spoken on by various members) <ul style="list-style-type: none"> ○ The concerns are that the window is dissected by a very thick window frame and that you cannot see the window on approach to the hall, only once inside. This detracts from the sense that Mary MacKillop and the Sisters of St Joseph are an important part of our parish and 		

	<p>are welcoming us to the hall.</p> <ul style="list-style-type: none"> ○ Peter raised this at the last building meeting: They are investigating the possibility of moving the window to the south wall, facing the church. If this is possible but not enough light reaches the window, the parish will provide artificial lighting. <ul style="list-style-type: none"> ● Pastoral Council continuity – Therese Briggs <ul style="list-style-type: none"> ○ Council agreed that an invitation should be extended to parishioners on the basis that vacancies will be arising, so they can come along to the meeting and see what we're doing ○ Council agreed that minutes from meetings are to be posted on the website ○ Peter will announce the upcoming meetings at Mass ○ The election for office-bearers for 2016 should occur at the March or April 2016 meeting. ○ First meeting 2016, February, will be in the new meeting room at the hall ● Date and format of Christmas functions – Amanda Sapienza <ul style="list-style-type: none"> ○ Parish Christmas gathering: 19 December after 5pm Mass in the hall ○ Council agreed that this year there will only be one function, rather than one for volunteers and one for the whole parish, to keep the celebration inclusive and welcoming. ○ Margaret will attempt to get the social committee to organise the function and report back at the next meeting ● Training for new ministers – Amanda Sapienza <ul style="list-style-type: none"> ○ There are new ministers who need training before their first rostered weekend ● New altar servers notice – Sue Draysey <ul style="list-style-type: none"> ○ This was put in the school bulletin ○ (more under liturgy committee report) ● Church sound system – Amanda Sapienza <ul style="list-style-type: none"> ○ There is intermittent crackling and volume inconsistency. ○ John Jacobs suspects it might be in the speaker. 	<p>Announce the 1 December Pastoral Council meeting at Masses on 21/22 and 28/29 November</p> <p>Put invitation in parish bulletins for 21/22 November and 28/29 November</p> <p>Invite a Finance Committee representative to attend the 1 December meeting to discuss the annual returns recently submitted to the Archdiocese</p> <p>Re-familiarise with the Pastoral Council guidelines, circulated by Therese last month</p> <p>Seek volunteers to assist in organising the Christmas gathering</p> <p>Organise a convenient Sunday after 10am Mass before 29/11 with the new ministers and inform Peter</p> <p>Organise for Clear Communications to inspect and fix the problem, whether speakers, connections, leads etc</p>	<p>Peter Smith</p> <p>Therese Briggs</p> <p>Amanda Sapienza</p> <p>Everyone</p> <p>Margaret Perry</p> <p>Amanda Sapienza</p> <p>Peter Smith</p>
<p>4.</p>	<p>Music in the parish community – Vasile Tiano</p>		

	<p>(guest)</p> <ul style="list-style-type: none"> • Vasile had spoken to Amanda about building community in the parish through music. • Vasile was going to attend the meeting to discuss his ideas and what could be done. • It was identified that music ministry in the parish could be expanded • We are in need of musicians for the 5pm Christmas Eve family Mass • Therese will meet Vasile to discuss possibilities if he is still interested 	<p>Contact Vasile to see if he is still interested in being involved</p>	<p>Amanda Sapienza</p>
<p>5.</p>	<p>School report – Frances Stewart</p> <ul style="list-style-type: none"> • All staff have returned from long service leave and are finalising assessments for Semester 2 reports • Frances' contract as Principal has been renewed for the next 4 years • Louise White, currently year 1 teacher but has undertaken many other additional roles, will be leaving to take up position as REC at St Michael's, Stanmore. She will be greatly missed. Interviews will take place later this week. • This year's NAPLAN results very pleasing in many respects, including a best ever result in reading for the senior class. Year 3 students also did extremely well across all aspects of literacy, in particular reading and grammar and punctuation. The new pedagogy, which started when the Year 3s were in kinder, has no doubt contributed to this. • Kindergarten 2016 Orientation was last Tuesday. 27 kinder students, 20 of whom are siblings, 16 girls and 11 boys. Catherine Funston will be their teacher. • In 2016 the school is introducing BYODD (Bring Your Own Designated Device). A well-attended meeting has been held with 2016 Year 1 and Year 4 parents, who will be the first classes to implement it. • Swimming program started this week at Ian Thorpe pool in Ultimo. Year 6 will participate in a Surf Awareness program later this month at Manly Beach. • School now has its own Skoolbag i-phone/android app for communication with parents and students. • Graduation Mass is 4 December. Hopefully a thank you morning tea for parents will follow, as well as a small farewell to the little demountable school • Regional Director, Michael Krawec, has allowed students to finish a week early on 11 December, 		

	<p>so staff can pack and move in the last week. Last day of term for teachers is 17 December.</p> <ul style="list-style-type: none"> • Written report on file with Secretary 		
6.	<p>School reconstruction programme – Frances Stewart</p> <ul style="list-style-type: none"> • Building is progressing to plan and keys are expected in early-mid December • Builders are presently laying the cork floor in the break out spaces and installing joinery throughout • Furniture has been chosen and deliveries are expected before Christmas 		
7.	<p>St Vincent de Paul report – Mark Breen (by written report)</p> <ul style="list-style-type: none"> • 8 calls for assistance • 22 individuals were assisted during these calls: <ul style="list-style-type: none"> ○ 6 food hampers ○ \$390 in supermarket food cards ○ Total for month: \$900 • Conference is in deficit of \$31 but holds \$2000 in cash equivalent cards • Juliana Bates has been President of our local conference for 18 months but last year she was not available to attend the annual inauguration ceremony. She formally took on the position during the annual Festival Mass on 20 October. 		
8.	<p>Provision for SVDP facilities in the new building – Therese Briggs</p> <ul style="list-style-type: none"> • Meeting place <ul style="list-style-type: none"> ○ Peter said the hall, once complete, will have a new meeting room and that SVDP can meet there, if that's appropriate for them • General and Christmas hamper storage <ul style="list-style-type: none"> ○ This demountable will be here until January, so Christmas hamper items can be stored here. ○ Next year: <ul style="list-style-type: none"> ▪ Storage will probably be in the hall. ▪ Frances and Peter will have a discussion with Jules Bates regarding the best place to store hamper materials and making sure all the current stock gets moved to an appropriate place. 	<p>Discuss 2016 SVDP storage with Jules Bates</p>	<p>Peter Smith Frances Stewart</p>
9.	<p>Presbytery reconstruction – Peter Smith</p> <ul style="list-style-type: none"> • Peter has met with Rachel, the school's architect, a couple of times • At the first meeting they discussed the in- 		

	<p>principle building program</p> <ul style="list-style-type: none"> • Rachel investigated the zoning and regulations around the site: <ul style="list-style-type: none"> ○ Site is zoned 3C, which means it can't be used except for religious purposes ○ Affordable housing would probably fall within that as it would be part of the parish's pastoral care. ○ Any later sell-off would require re-zoning. Archdiocese would need to be told this in any future proposal, given their concern that new developments be of a nature that can be sold if the parish ceases to require the land. • Next they will be looking at the zoning and associated issues and what the archdiocese is doing around affordable housing. • Ziad Zeino of the Archdiocese property group will meet with Rachel about how we can move that forward. • Peter has asked Rachel to provide her quote and they will discuss how many and how dwellings will be situated on the block and whether they can stage the build so that the Presbytery can be built first. • In meantime, Presbytery costing much to maintain. It is now experiencing plumbing issues. 		
<p>10.</p>	<p>National Church Life Survey – Peter Smith</p> <ul style="list-style-type: none"> • There are two independent but content-related publications: the Building Stronger Parishes bound report (circulated by Peter at August meeting) and the National Church Life Survey • 6 months ago the Council decided to revisit the NCLS to see whether it is something the parish should participate in. • There are 3 aspects to the NCLS <ul style="list-style-type: none"> ○ Leadership ○ Church Life ○ Community Connections • Three members will report the gist of each to the Committee at the next meeting so that they can be discussed 	<p>Read the Building Stronger Parishes Report circulated by Peter at August meeting, for discussion at next meeting</p> <p>Read and be ready to report on NCLS at next meeting</p>	<p>Everyone</p> <p>Therese: Leadership Adrian: Church Life Margaret: Community Connections</p>
<p>11.</p>	<p>Community use of parish hall – Amanda Sapienza</p> <ul style="list-style-type: none"> • Listening Assembly responses offered some ideas for events that could take place in the hall <ul style="list-style-type: none"> ○ Playgroups ○ Bible study ○ Rent it out • Amanda raised whether any formal policies were in place regarding who can use the hall and on what basis and, if not, whether we needed one. • Frances reported that it currently gets used by 	<p>Revisit arrangements for use of the hall once it reopens, then put it on the agenda for discussion</p>	<p>Peter Smith Frances Stewart</p>

	<p>groups that support the parish and school community (such as before school keyboard lessons) and community-based groups (such as L'arche, Anglicare, Foodaholics Anonymous)</p> <ul style="list-style-type: none"> • Many of these arrangements have been in place for some time. • Frances reviews the contracts for Foodaholics Anonymous and keyboard lessons annually. • Frances approves/not approves requests to use the hall in consultation with Peter • Problems outside school hours are access and supervision 		
<p>12.</p>	<p>Parish sub-committee updates</p> <ul style="list-style-type: none"> • Reaching out to others – Sue Draysey <ul style="list-style-type: none"> ○ Sue and the committee were congratulated on an excellent function in the Table Talk on 25 October ○ Sue summarised the main points to emerge from it: <ul style="list-style-type: none"> ▪ people want to get the personal stories of refugees and asylum-seekers out to more people, so that more people can be moved to act; and ▪ people want to know what can we do to help on a practical level? ○ Sub-committee will work through that. <ul style="list-style-type: none"> ▪ One possibility is the school doing hampers (in addition to Vinnies) for asylum-seekers living in the community ○ Peter informed the Council that there is a section on how to help practically on the Refugee and Asylum-Seeker sheet on the website of the Justice and Peace Foundation. • Social – Margaret Perry <ul style="list-style-type: none"> ○ After Mass morning teas will recommence once the hall is open ○ The committee will focus on the Christmas gathering ○ Amanda has received queries regarding the craft group's bus • Liturgy – Amanda Sapienza <ul style="list-style-type: none"> ○ Committee met 22 October – productive ○ Discussed altar server recruitment: <ul style="list-style-type: none"> ▪ Notices have gone in bulletins at church and school ▪ So far only parish responses ▪ Peter visited Year 3 to discuss it ▪ Gail will train new and returning 	<p>Investigate the arrangements around the bus and report back at the next meeting</p>	<p>Therese Briggs</p>

	<p>altar servers this Sunday and next Sunday, with Amanda to assist</p> <ul style="list-style-type: none"> ○ Liturgies generally <ul style="list-style-type: none"> ▪ Copyright notices will be going on hymn lyrics ▪ New welcome was keenly approved and implemented ▪ To remind ministers to attend when rostered on, Caroline will be placing a hard copy of the roster and contact sheet in each of the new year's Break Open the Word books. ○ Advent liturgies <ul style="list-style-type: none"> ▪ Checking state of candles and altar dressings etc, setting up Nativity ○ Christmas liturgies <ul style="list-style-type: none"> ▪ Getting volunteers for Christmas liturgies ▪ Music: making sure all Masses covered ▪ Christmas Play: we will call for volunteers to organise it ○ Committee will meet on 26 November to organise Christmas liturgies, extra Reconciliation, working bee, church cleaning ○ Need for Pastoral Associate: <ul style="list-style-type: none"> ▪ Liturgy Committee noted that PA was needed for: <ul style="list-style-type: none"> • Altar server and ministry training • Sacramental program • Extra services such as Stations of the Cross and Reconciliation • Christmas Play • Piety stall organisation and • Possibly back up organiser for 10am Mass? ▪ Frances reiterated the need for a sacramental coordinator. ▪ Discussion around roles, responsibilities and employment arrangements of PA. ▪ In February 2016, advertising and recruitment of PA will begin. <ul style="list-style-type: none"> • Communication – Adrian Overs <ul style="list-style-type: none"> ○ Suggestion at last meeting for information about the parish to go on a 	<p>Sort out dates for sacraments, at least Reconciliation (1st term) before the end of the year</p> <p>Seek out the information to go on the sheet</p>	<p>Peter Smith Frances Stewart</p> <p>Adrian Overs</p>
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	sheet at the back of the church, to assist new parishioners in particular: <ul style="list-style-type: none">▪ what's on and when (eg, X meeting 3rd Tuesday of the month, tennis Sundays at Ypm)▪ what can be joined and how		
13.	Other business <ul style="list-style-type: none">• The Pastoral Council formally thanked David Cooper for his service to the Council and is sorry that he is standing down.		

Meeting closed: 9:35 pm
Next meeting: Tuesday 1 December 2015, 7:30 pm
Venue: Parish Demountable