

St Joseph's Parish Council

Meeting Minutes

Thursday 12th November 2020

I. Call to order

Ken Eades called to order the meeting of the parish council at 7.02p.m and opening prayer lead by Remy Harris.

II. Roll call

Apologies from Father Kevin.

Not Present: Ben Leitch

Present:

Gus, Mary, Remy, Tina, Kristina, Ken, Father Maleko, Angelique, Pat, Meleamo, Father Biju, Cherylynn and Dana.

Also present is Mike Williams from the finance committee.

III. Approval of Last meetings minutes:

Approval of last minutes passed and seconded by Angelique. Kristina will email the minutes to parish secretary and Mary-Ann at the catholic centre.

IV. Inwards/Outwards Correspondence:

Kristina shared some feedback regarding the new Parish Council from the convent/chapel community and some other parishioners, general feeling is one of excitement for a new council and one that is visible too!

Maori Community- Angelique has nothing to report as has not been able to connect with any Maori parishioners (will keep try though)

V. Financial State of the Parish

We Had Mike Williams present at our meeting tonight.

Mike Williams who is the chairperson of the finance committee.

Finance committee has their own process to follow as dictated by the archdiocese. Income is decreasing, mostly due to older parishioners dying and the younger ones are not as good as signing up to planned giving. 150 parishioners giving my auto payments, 81 people giving by the envelope system, 12 of which who have either stopped or dropped their contributions.

Rents from 2 houses make up the rest of the income.

Biggest outgoing is clergy fund and archdiocese levy.

Insurance is another expense, that parish is responsible for covering the entire insurance bill alone.

In the parish data base there is 350 families, going to do a drive for parishioners to update their details for the database. Run over the next few weeks.

Parish Council and Finance Committee to meet to discuss the upgrade and renovation of the school hall and the presbytery.

Over the past few years, leaking rooves have been a focus and an on going to cost to do once and do it right.

Mary Meo presented the following questions to Mike: (Kristina also read some questions out)

Q: Is an independent audit done annually?

A: No

Q: Do any of the finance committee members have accountancy qualifications?

A: Yes; one finance committee member is an accountant

Q: Does the parish have any investments?

A: Yes

Q: If so, what is the income from the rentals/investments?

A: Mike was unwilling for that information to be shared with the PPC and the parish in general due to the fact it may discourage parishioners in their giving.

Q: What are the outgoings? eg rates, insurance, maintenance and repairs etc?

A: This information appears in the bulletin each week.

Q: What are the total funds we hold in the bank / investments / shares etc?

A: Mike was unwilling for that information to be shared with the PPC and the parish in general due to the fact it may discourage parishioners in their giving.

Q: Does the finance committee develop an annual budget?

A: No

Q: What is the projected profit/loss for the current financial year?

A: Not Sure

Q: Has the committee budgeted for renovations on the presbytery and church?

A: No

Q: Are funds set aside for ongoing small maintenance jobs?

A: Yes; there are some funds set aside

Q: What is the process for applying for funding for individual projects?

A: The process is that the PPC Chairperson notifies/approaches the finance committee with details and costings of projects, and the finance committee (along with Parish Priest) makes the decision.

VI. New Business:

- a)** Welcome to Cherylynn Passmore who has been appointed by Father Maleko to be a member the parish council as the liturgy representative.
- b)** So there was A LOT on the agenda for this meeting-there were many items referring to much needed maintenance of the church and presbytery. Issues such as the church foyer needing plastering and repainting, the church toilets are leaking, replacement of removed kneelers in the church, the electronic signage needing improvement (in the way of making brighter).

The pictures on the doors of the church within the foyer were also discussed and general consensus was that although the idea of having something on the doors is good and have the St Catherine and St Peter Channel churches represented is also good, the way this was executed has made it look something of an eyesore- All members of the parish council were in agreement to having the stickers removed and something a little more subtle designed on the doors.

The lights that shine on the Cross on the top of the church are also needing to be replaced or fixed.

Gus also mentioned the need for a working bee to be held to tackle the jobs that can be done by parishioners-Good idea with summer coming up.

Mary also suggested/floated the idea of having a subcommittee made up of one PPC member, one finance committee and one priest to arrange professional scoping of the church and presbytery, seeing what work needs to be done and then overseeing the renovation.

In light of all the great ideas/issues the council members would like addressed, Angelique came up with the following: Year Pastoral Plan: (Outline of Plan completed by last meeting in December 2020) **In preparation is it possible everyone sends their top 3 issues they would like to have addressed or work on while on the council. Email your top three issues through to Angelique prior to our next meeting**

This would allow everyone to have an input into what goes into the pastoral plan. However, in order not to receive a raft of ideas/suggestions, it must be clear that whomever makes a suggestion they should lead that idea or organise someone with the appropriate skills to help.

As not to have idea's put out and leaving the work for the others to do, or more often idea's do not get done. Leaving people feeling unheard or valued. Before our next meeting. So we don't lose momentum.

- c)** The Fridge- There is currently Gabrielle's Pantry which is a community pantry for people to take what they need or leave what they can. It is conducted out of an old green fridge which is located outside the main entrance. This fridge has been subject to some vandalism of late. While the idea of a community pantry is a well-received idea, the consensus of the council is to have the fridge removed-but to have something in its place, something where it isn't a health and safety issue (as storing food in an old, non-working fridge isn't all that safe and healthy) Awaken church have a wooded structure that is "open" so you can always see what is in it-so even building "Gabrielle's Pantry" out something like pallets could be done.
- d)** Ken has found an Evangelization kit which has been put together by Fr James Lyons and Joy Crowley. Kit contains cards, gifts for each birthday up until the age of 5. Use of baptismal records to send the birthday cards each year. Do we also do this with bereavements of our Parishioners. Ken is going to cost this out, and we need volunteers to help run this if it goes ahead. Majority of council members enthusiastic about this idea.
- e)** Initiation of Sacrament programme- Ken mentioned/wondered if a council member should be on the team who do this-Pat volunteered.
- f)** Dana was delighted to announce there is going to be a High Mass on Christmas Eve at 10.30 p.m
- g)** Multi-Cultural Mass to be held on November 22nd on the feast day of the Christ the King, mass to be at 10.00 a.m with a shared lunch to follow, Cherylynn mentioned there will help needed on the BBQ afterwards, Kristina's husband Scott is available to help.
- h)** Legion of Mary and the changes to the privacy act. The legion of Mary are concerned that they will not be able to carry out their wonder work throughout the parish, if they are unable to access details of those who are needing a visit from them. This is a pressing issue and will need to be looked into; as yes, as a parish we do have to protect people's personal information.

VII. Adjournment

Ken adjourned the meeting at 9.24p.m and Remy lead the closing prayer

Minutes submitted by: Kristina Lambert-Vickers