



PPC – Para Hills/Modbury Parish

Minutes of the Parish Pastoral Council Meeting - 8.11.2016

Chairperson: Carolyn Ost

Minutes taken & prepared: Louella Walker

Item number	Details / Action Required	Who?	Due Date
1. Welcome and apologies			
Prayer and Welcome	Carolyn welcomed the members and the meeting commenced on time with an opening prayer led by Angela Coon.		
Present	Fr Manu, Carolyn Ost Therese Meyers, Paul Haydon, Marie Haydon, Jeni O'Neill, Michael Flavel, Arnold Callado,, John Jarrad, Helen Podgorski, Graham Speed, Rony Abraham, Louella Walker		
Apologies	Leonard Gan, Anna Neave, Betty Roper		
2. Previous Minutes			
2.1 Confirmed & Seconded	Minutes moved as accepted by Jeni O'Neill and seconded by Michael Flavel.		
2.2 Business arising	Carolyn and Michael attended the meeting with Gleeson and SFX on 25 th of October.		
2.2.1	Fund raising policy has been accepted by the PFC		Closed
2.2.2	The Parish Liturgy Committee draft document has been made available to parishioners. Feedback received and implemented. Confirmed that document discussed at previous meetings in response to Council member's enquiry. Document now to be moved from draft to working document status.		Closed
2.2.3			Closed
3. Standing Items			
3.1 Reports	Those written reports received were circulated to members prior to the meeting. A review of these was conducted. Key points shared:		
3.1.1 Pastoral	<ul style="list-style-type: none"> Enrolment in the sacramental program up to 30 RE classes at HT led by Jeni until Phyllis returns Baptisms – 3 in Nov. and 2 booked for Dec. Garage sale and sale of vegetables by community garden group collected \$56.80 - more volunteers encouraged to join – group meets every 3rd Saturday Volunteers BBQ planned for 4th December There is a need for more Pastoral Carers to visit the sick in hospital 	Jeni O'Neill	Closed
3.1.2	Summary included:	Michael	

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Gleeson College liaison	<ul style="list-style-type: none"> • Dates for School Year End mass and graduation day are already fixed • Carolyn and Michael met with Gleeson and SFX Principals, APRIMS and representatives of student bodies on 25th of October. Meeting reminded that initiative supports the Archbishop's request for parishes to think of ways to increase students commitment to parish and community life. • While the number of students was small and the some took time to warm up, they were open and honest in the comments they shared. Some of these included: <ul style="list-style-type: none"> - Their dependence on parents to bring them to Sunday mass - Lack of organised faith activities for middle year children in churches <p>Further discussion included the following:</p> <ul style="list-style-type: none"> • Continue the practise of conducting Mass in schools and perhaps on special occasions (St Francis Xavier feast day, feast of the Annunciation) and conduct in school time. Announce with sufficient notice to allow families of students to plan attendance. • Continue attending the schools' board meetings – Michael at Gleeson and Anna at SFX • Showcasing schools' activities for Vinnies collections in churches • Reviewing the value of including the Tea Tree Gully school as a third school • The liturgy committee to think of ways to involve youth more; approaching families after mass? Think of activities other than mass that youth can be involved in 	Flavel	
3.1.3 St Francis Xavier School liaison	<p>In addition to the submitted report, the following was also shared:</p> <ul style="list-style-type: none"> • SFX band performed at the craft market. Next year this should be announced to encourage people to move towards the performance area and support children's talent and effort. • Recommended that a certificate/letter of appreciation be sent to the group that performed. 	Angela Coon PPC	Before end of term
3.1.4 Parish Finance Committee	<p>Key points summarized:</p> <ul style="list-style-type: none"> • PFC endorsed the Fund-Raising Policy • Outcome of Planned Giving Program refresher is due to be published at the end of the week commencing 11th Nove • Draft budget for 2017 being planned. • Question asked about publication of 2017 budget in parish bulletin and possibility of YTD view? • Meeting reminded - statement of income and expenditure published monthly in bulletin. 	John Jarrad	

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	<p>and the following was agreed:</p> <ul style="list-style-type: none"> • Theme is 'Mercy & Forgiveness' • Reconciliation (preparation for Christmas) advised as there will be a group of visiting priests available • Music - the Filipino choir. It was recommended that the choir sing an entrance hymn, the responsorial psalm, Alleluia, and a final hymn. Quiet instrumental music to be played during reconciliations. • Volunteers to be confirmed for readings, commentary, PowerPoint and for the food after the service. 	Arnold	
4.4 Volunteer's Weekend	<p>This is scheduled for 4th December at 5pm at Holy Trinity Para Hills. This will start with a prayer and then be followed by a barbeque. The following is being done in the lead up to the day:</p> <ul style="list-style-type: none"> • Theme – thanksgiving for volunteers • All masses on the weekend of 3rd and 4th will be offered as a thanksgiving for volunteers • A recommendation that the PPC team act as the key helpers on this day to allow the volunteers to enjoy this celebration • PowerPoint presentation for the day to be played at the end of the prayer service 	All Marie Haydon	Ongoing
4.5 Implementation of the Liturgy Committee	<p>Now in implementation stage; update on the current status as discussed included:</p> <ul style="list-style-type: none"> • Volunteers/nominations to be called for on weekend of 10th Dec. replies due by 19th Dec. Form to be revised to include self-nomination. • Initiative will be made known via announcement at the end of all masses • Size of Committee discussed to ensure that it is both manageable and workable. Suggestion was at least 3 persons per mass time. 	All	Ongoing
4.6 Any other matters	<p>A. SFX School holding Mad March fair on 25.03.17. Parish invited to participate through stalls from craft and produce groups (eg jams & preserves). Twilight market at SFX in December - families encouraged to donate a gift for the Vinnies appeal</p> <p>B. Positioning of commentators at masses - suggested commentators be made visible during all masses. Not issue at HT. A review to be done for John XIII</p> <p>C. Badges for PPC members. This action is confirmed with a list of names to be verified. Along with this, a reminder for pending photographs of Council members was also made.</p> <p>D. Some discussion re possibility of name badges for all parishioner to facilitate building rapport and getting to know our parish community better.</p>		

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5. Actions from this meeting			
5.1	All members to place 18.11.16 as a date in their diaries to attend the end of year celebration at St John XXIII	All	
5.2	PPC members who have not yet handed in photographs are asked to do so asap		
5.3	Nominations for Liturgy Committee to be called for via notices at all Masses and in Bulletin.	Office	19/20 Nov
5.4	Preparation of written review and financial report from Craft Market for next PPC meeting	Helen Podgorski	13 Dec
6. Summary			
	Louella summarised Key Actions from the meeting and Carolyn invited final comments		
7. Close and prayer			
	Meeting closed at 8.55pm - Fr Manu led closing prayer		
Next Meeting	Tuesday, December 13th 2016 at 7pm at St John XIII		

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