

Minutes
Parish Pastoral Council Meeting
14th August 2019

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| 1. | Welcome: Chairperson Carolyn Ost Attendance: Michael Flavel, Therese Meyers, Louella Walker, John Jarrad, Fr Manu, Marie and Paul Haydon, Rita Campbell, Domenic Cavuoto, Ashwin Benny and Diana Panicker |
| 2. | Prayer: Fr Manu |
| 3. | Apologies: Jen Sherlock, Shannon Bertram, Rony Abraham |
| 4. | Minutes of Last Meeting: Accepted - moved by Fr Manu and seconded by Therese |
| 5. | Business Arising from Previous Minutes: |
| | <ul style="list-style-type: none"> • Gleeson College and SFX have both completed the Parish Visitation questionnaire and Carolyn has sent these on to Theresa Lynch. • Lists have been displayed at both Mass centres for contributions to the morning tea at each Vigil and Sunday Mass attended by Visitation Team. |
| 6. | Standing Items:(20 minutes) |
| | <p>1. Reports:</p> <p>1. Pastoral RCIA Conference – who is attending? Names put forward: Jen and Steven, Marie and Paul. Parish would like to make a \$150 contribution toward the registration fee for each person attending.</p> <ul style="list-style-type: none"> • Sixteen children are attending the RE classes and 2 adult helpers. Children are from state and Christian schools. A syllabus has been purchased to support the program. • 2 funerals have been celebrated recently and 1 wedding is scheduled for 7th September. <p>2. Parish Finance Committee – a few new members have signed up for the direct debit option and a few new givers have joined planned giving since the promotion.</p> <ul style="list-style-type: none"> • Volunteer participation Program – who manages the volunteers for each ministry? 1 x new on PFC 3 x new garden/maintenance 1 x new musician Some new names for readers Eucharistic Training is available as well. <p>3. Liturgy Committee – a singer is available but we require an accompanist. Crossroads are available at 10am every 3rd Sunday. Michael G is available for the 10am roster – how does this impact other groups? Discussion and ideas shared. This involved the Mission Choir roster as well. It was agreed that we not change rostered week of month for CrossRoads, Local Vocals or Family Music because of their commitments in other places. Complexity of moving Mission Choir given other rosters – Altar Servers, Readers, Eucharistic Ministers, Commentators all affected by Mission Choir. Suggestion that Therese negotiate with musicians to discuss all possibilities. It was pointed out that Michael currently sings with Local Vocals and sometimes joins Mission Choir. Therese indicated that we would like to be authentic with the inclusion of all volunteers.</p> <ul style="list-style-type: none"> • Music – use of CDs and music embedded in the power-point is causing disruption to the liturgy. Storage of music is important and understanding of the |

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| | <p>technology used requires explanation. Can we start to embed the music at 10am mass first – Carolyn to talk to parish office about this.</p> <ul style="list-style-type: none">• Invitation for artefacts to be presented during entrance procession for Migrant and refugee Sunday. <p>4. School Reports</p> <ul style="list-style-type: none">• St Francis Xavier School verbal report given about: Religious Literacy test for all Year 4 students, Staff Reflection day focused on the Encyclical – Joy of Love, Sacramental Program invitations sent out to all families.• Gleeson College – Shannon Bertram – (tabled and accepted). Fr Manu met with Andrew Baker and Adam Cibich to discuss future directions and goals. Fr Manu gave a presentation about the parish/school relationship.• Carolyn and Therese attended PPC seminar and mentioned how ideas about using the document “Being Church” were shared by other parishes |
| | <p>2. Correspondence None received</p> |
| | <p>3. Child Protection Parishioners have attended training Child Protection Sunday 1st September: Ideas for Mass</p> <ul style="list-style-type: none">• Special blessing• Present/handover the child protection poster to children• Include children in the liturgy, invite them onto the altar for the Our Father and Sign of Peace. <p>Discussion about how we show our commitment to the protection of children in our parish. Child Protection Officers to have their names and duties published in the newsletter for the 2 weeks leading up to Child Protection Sunday.</p> <p>4. Migrant and Refugee Sunday Ashwin to make a 2min video of all the country flags connected to present to parish</p> |
| 7. | New Business (50 minutes) |
| 7.1 | Planning Parish Pastoral Visitation- 7th / 8th, 10th and 15th September |
| | <ul style="list-style-type: none">• Encourage parishioners to stay for a cuppa and morning tea after Mass on 7th and 8th and specially to attend the Q and A on Sunday 15th September.• Long day in parish is organized and in hand• Gleeson College and SFX have decided to split the visitation team in half so that they can meet staff, children and tour the school while children and families are on site.• Carolyn has sent the schedule to the head office and is waiting for feedback.• Parish Dinner – September 10th at St John XXII at 6:30pm• Catering: Fr Manu – wine and fruit salad Rita – pasta bake Carolyn – sausage rolls / soup Marie – soup Louella – garlic bread and dessert Therese – chicken and bread Rony – salad• Ashwin to ask Mission choir to sing on Saturday 7th Sept at John XXIII No live music available at Sun 8am Mass |
| 7.2 | Parish Visitation Booklet |
| | <p>Discussion about Question 1 <i>“The parish is a prayerful community in which each member is called to a personal relationship with Jesus.”</i> Members had time to reflect and discuss what this looks like in our parish and any ideas for further consolidation</p> |

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| 8. | AOB | |
| | Nil | |
| 9. | Summary of Key Points and Actions | |
| | <ol style="list-style-type: none"> 1. Therese to negotiate with musicians about rosters. 2. Can we start to embed the music at 10am mass first – Carolyn to talk to parish office about this. 3. Child Protection Officers to have their names and duties published in the newsletter for the 2 weeks leading up to Child Protection Sunday. 4. Ashwin to make a 2min video of all the country flags connected to present at mass. 5. Encourage parishioners to stay for a cuppa and morning tea after Mass on Sunday 15th September especially for the Q and A. 6. Ashwin to ask Mission choir to sing on Saturday 7th Sept at John XXIII | |
| 10. | Next Meeting: | Prayer: |
| | Tuesday 8 th October 2019 | Carolyn |
| 11. | Concluding Prayer led by Fr Manu Meeting Closed at 9.00pm | |