

St Anne's Parish Pastoral Meeting Minutes

Meeting to be held on Wednesday **24 May** 2017

Start: 07:00pm / **Finish:** 09:00pm

Where: Office Lounge

- **Opening Prayer & Break Open the Word**
Semisi Peter Semisi

- **Present.** Grace Dodson, Father Percy Kimble, Father Mike Wooller, Anthony Fenwick, Anita Tofaeono, Heta Dawson, Brad Michelle, Alan Mitchell, Matalena Luteru, Iuni Faasea, Tina Shore, Lafaele Baice, Alejandro Brizuela, Anne Milliken, Tanupo Iuni Terry, Semisi Peter Semisi

- **Apologies.** Theresa Chungsum

- **Last Month's Minutes**
 - Amendments as advised by the PPC
 - Amendment 1: Speaking & Engagement points for PPC member for their allocated ministries.
 - ACTION POINT: Heta Dawson to draft and send this out for comment
 - Amendment 2: Use of Trello as a PPC tool for collaboration.
 - ACTION POINT: Heta Dawson to demonstrate this for next June PPC meeting
 - A motion was tabled to adopt the April minutes as a true and accurate record. This was moved by Anita Tofaeono and seconded by Tina Shore

- **Correspondence**
 - Inwards: None
 - Outwards: 1
 - Thank you card for Fina (with chocolates) for the work, love and support provided as a Parish pastoral Council member
 - ACTION POINT: Chair & PP to complete card / send card and gifts to Fina

- **Parish Priest Update**
 - Please refer to the attached report

- **New Agenda Items**
 - None submitted

- **Matters Arising with Action Points Carried Over**
 - In response to correspond (hence received from the Finance Committee all PPC members agreed to forward a thank you letter on behalf of the parish for the services Fr Mike O'Donnell has given to the parish and to gift \$500 Bunning Vouchers (\$250 from the Parish and \$250 from the Marist Community)
 - ACTION POINT: Chair & PP to arrange making this happen

 - ACTION POINT: Positive Parenting – Brad & Tanupo (carried over till June Meeting)
 - ACTION POINT: Mission Statement and objectives placed in weekly church notices – Executive (carried over from March Meeting)
 - ACTION POINT: Calendar of events – Theresa (carried over from March Meeting).
 - ACTION POINT: Heta to attend next finance committee meeting with Fr Mike and to inform committee month AGM will be held (carried over from April)
 - ACTION POINT: Heta & Fr Mike to meet with Diocesan office re this matter (carried over from April)

- **Matters Arising with Action Points New this Month**
 - ACTION POINT: Chair & PP to complete card / send card and gifts to Fina
 - ACTION POINT: Heta to draft and send this out for comment the speaking & engagement points for PPC member for their allocated
 - ACTION POINT: Heta to demonstrate the use of Trello as a PPC tool for collaboration at the next June PPC meeting

- **Actions Points Closed**

- Correspondence promoting a training workshop on Euthanasia held on 6th May at Liston Hall. Alan will attend, it was recommended to promote in weekly newsletter, as the free training workshop is available who is interested in attending.
 - ACTION POINT: Alan to forward email details of training workshop to Fr Mike and Fr Percy for the details to be put into the weekly newsletter
 - ACTION POINT: Grace to organise camera/photographer for photo. Carried forward to next meeting in May
 - ACTION POINT: Anita to issue draft sections of directory to PPC members
 - ACTION POINT: Theresa to forward copy of Pastoral Parish Guideline to Matalena
 - ACTION POINT: Theresa to organise thank you card and gift on behalf of the PPC to Fina for her services to PPC

- **General Business / Agenda Items**

- None

- **Closing Prayer – Semisi Peter Semisi**

Next Meeting: Wednesday **14 June** 2017

Start: 07:00pm / **Finish:** 09:00pm

Where: Office Lounge
