

MINUTES AND ACTIONS (MEETING 10)

5 APRIL 2025 / 10.15am to 12.00pm / PARISH CENTRE MACQUOID STREET

ATTENDEES

APOLOGIES

Janine Deakin	Deputy Chair	Tony Carey Tony Wood Benji and Sheryl Reyes Manojs Jose
Sybil Busby Glenda Chapman Jaynel Estrella Nick Pelle Gretchen Bell Rebecca Gillett	Members	
On Zoom: Nisha Jose		
Selina Stanford	Member (<i>acting secretary</i>)	
Anne Alexander	Chair, Parish Finance Committee	
Sally Matijevic	Presentation and discussion - item 2	

AGENDA NOTES

OPENING PRAYER

ACTION ITEMS REGISTER

- New action items were added (*see table below, purple highlighted*)
- Action items were noted as completed/closed (*grayed out below*) – removed after one meeting

<i>Reference</i>	<i>Description</i>	<i>Due</i>	<i>Assigned to</i>	<i>Date closed</i>
20231026/5	Cultural music weekends	Next meeting	Tony Carey	

20240221/2	Talk through options for children/primary aged children ministry	Sept 2024	Father Josh, Jaynel Estrella and Sybil Busby	School of religion now offered on Sundays
20240221/3	Divine Renovation – consider establishing reading group. Invite or visit parish undergoing DR	By next meeting – 6 July 2024	Selina and Ralph Frank Fr Tony	Revisit after Fr George commences.
20240221/4	Provide short synopsis of proposal for couples theology of the body	Sept 2024	Kripa Antony	Remove – will not be offered without Fr Tony to run
20240221/5	Look into options for more handouts, laminated instead of tv screens; approachable and schmick is the preference	Dec 2025	Selina Stanford	
20240706/3	Parish Safeguarding Checklist to be completed	Sept 2024	Parish Safeguarding volunteers	In progress with Mal Harrison
20240706/4	Parish to be accredited against safeguarding standards	Dec 2024	Parish Safeguarding volunteers	Ongoing See update in minutes.
20240706/5	Consider adding the following to the parish bulletin: <ul style="list-style-type: none"> names of the Parish Safeguarding Volunteers Acknowledgement of Country 	By next meeting – 7/9/2024	Parish Safeguarding volunteers	Safeguarding volunteers included. Glenda and Nick to add Acknowledgement.
20250201/1	Draft a proposal of how we might introduce a conversation in the spirit in our parish.	31/5/25	Janine, Glenda, Ralph and Selina	
20250201/2	Draft a proposal around introducing a short time for discussion within the mass.	31/5/25	Sybil and Glenda	
20250201/3	Organise gratitude event and update proposal.	27/2/25	Janine, Selina, Nick and Sybil	Event completed

20250201/4	Draft a plan for the multicultural event at Pentecost (8/6/25)	5/4/25	Jaynel, Sheryl, Benji, Nisha and Manoj	Bulletin notice and nationality sign up sheet to be organised Prayers of the faithful in different languages to be organised
20250201/4	Draft a bulletin notice for the gratitude event and Hospitality ministry expressions of interest	Feb 25	Tony Carey	Done

ITEM 1: SAFEGUARDING

Current officers are Nick Pelle, Mary Dorian, Mal Harrison and Leanne Brewer.

Nick met with Maria (Archdiocese) and Maria noted that we are not meeting all obligations under the Archdiocese requirements: need to add something to the bulletin, display banner in the church. Including signage re access to the sacristy during mass times – to note authorised personnel. Safeguarding officers to meet with Fr George and Archdiocese after Fr George commences.

ITEM 2: MORNING TEA ISSUES – presentation from Sally

A few issues have been noticed recently:

- The urn not turned on
- Tea leaves added to the coffee tin by mistake
- Milk put in freezer when it needed to be defrosted to be able to use

Maybe we could have a checklist on procedures / processes to be followed so that mistakes are minimised. Sally to provide this.

Smaller group of parishioners should not gather separately during morning tea as this is not aligned with our parish vision of being one community.

ITEM 2: REFLECTION OF GRATITUDE EVENT

All agreed that the event was a success and the timing worked with celebrating Shrove Tuesday in the same evening.

Ideas that we could get a young person to share, could capture individual gratitude comments from people on a large piece of paper / post-it notes, could then share these comments in the bulletin / in the garage over the next few months.

Need to ensure that there is a clear link between the individual testimonies and the purpose of the gratitude evening.

ITEM 3: MULTICULTURAL EVENT

To be held on Pentecost Sunday (8 June 2025) with mass first (at St Raphael’s) and celebration in the garage area afterwards. Group decision to keep celebration at a manageable level while we’re between priests.

Jaynel, Sheryl, Benji, Nisha and Manoj have contacted most nationalities to ask them to contribute on the day.

They will put a notice in the bulletin calling for volunteers to bring a plate and add it to the mass welcome notices. Will create a document for in the church for people to add their name, nationality and contact details.

Will not be organising liturgy ideas to incorporate into the mass as not sure what Fr George would be comfortable with. May still do multinational prayers of the faithful.

ITEM 4: PFC UPDATE – Anne Alexander

Upgrading the electricity to the church (new switchboard), possibly need to upgrade the lighting. May need to request additional funds from parishioners for this.

Adding power points to the choir loft. Hot water system replaced in presbytery.

Anne has changed the code to the master key lock outside the garage. Her contact details are provided for people to contact and she will provide the combination as required.

ITEM 6: OTHER BUSINESS

Bec has agreed to take on managing the Rosters from Anne Alexander.

Next PPC meeting 7 June 2025.

CLOSING PRAYER

NEXT MEETING’S AGENDA ITEMS

- Regular safeguarding discussion

MINISTRY UPDATES

	Ministry Update	
RCIA update	Janine	We are approaching the conclusion of our current RCIA program, with five individuals recently receiving the sacraments—a joyful milestone for our parish community. The program will continue until Easter, after which it will restart on 13th May to support both new candidates and those who joined the RCIA program in the last few months.

		<p>Prior to Fr Tony leaving, he appointed Janine Deakin to the role of RCIA coordinator to ensure the continuity of the program until Fr George arrives and settles into the parish. We have also had four other team members drop out in recent months but we have identified suitable individuals to join the team to expand the team.</p> <p>We already have a couple of new candidates expressing interest in joining the next program. Looking ahead, the team is currently exploring strategies to stay meaningfully engaged with those who complete the program, fostering their ongoing faith journey within the parish.</p>
Hospitality	Sybil	<p>This ministry has been recently set up, it covers welcoming new parishioners to the parish and overseeing the organisation of events e.g. Sunday morning tea, farewells, gratitude mass etc.</p> <p>Clare Hobbs has volunteered to assist in welcoming new parishioners. We will compile a welcoming folder, which includes church ministries and groups to join.</p> <p>Nick is assisting with organising parish events. We have had an interesting beginning to this ministry as we had to navigate some personality issues within the parish.</p> <p>Morning Teas need a think tank! We need to reorganise how tea and coffee are served. The numbers attending the morning t have increased and causing a long queue and delays. We have tried some different arrangements but we haven't come up with a workable one. We need to take into consideration having the hot water close to the kitchen for risk management. Your input is welcome.</p>
Alpha	Selina	<p>Our latest Alpha course, which had 14 participants (including 5 on team), finished in February. We are planning a celebration dinner for the group in April where they will be encouraged to bring a friend to introduce them to Alpha.</p> <p>At this stage we are tentatively planning the next parish Alpha in August 2025.</p> <p>Frank and I will be attending the Alpha Leadership conference in London on 5 & 6 May November 2025, along with 130 other Aussies (from all Christian faith denominations). We will also be doing some workshops and prayer</p>

		<p>sessions with them in the 5 days leading up to the conference. The conference will have about 5000 participants in the Royal Albert Hall, so we are really looking forward to what new experiences we may be exposed to.</p>
The Chosen	Selina	<p>We have just completed Season 3 with about 4-10 attendees each fortnight and some great faith discussions. We will start watching season 4 from July (when Frank and I get back from overseas). I am planning to again invite the parish (probably through the bulletin) to join us on this journey.</p> <p>Season 5 of The Chosen will be released in cinemas on 10 April (the first couple of episodes at Hoyts) and we will be organising a group from the parish to come and watch it with us. I'm not planning to advertise it in the bulletin, will just email those who have shown an interest in it in the past.</p>
Men's and Women's Lenten prayer evening	Selina	<p>This evening (31 March) we ran our first joint men and women's prayer group experience and also opened the invitation to all in the parish. Unfortunately the notice was not fully copied into the bulletin and therefore the invitation part was not included, which was a bit disappointing. However, we had a group of seven of us join together in prayer which was a great blessing. We are planning to do 2-3 of these joint gatherings each year during particular seasons in the church's calendar.</p>
Caring for Creation Group	Nick	<p>1. Meetings. The group is scheduled to meet every month, where every second months meeting will be a working bee around the parish grounds. Prior to the working bee meeting, the group will with the PP, Parish Office and with Ron to see if there are any priorities they want us to focus on, otherwise C4C will concentrate on the vegie and native gardens. The intention is to eventually invite parishioners to join us, but we should first make sure we have enough for people to do, and see how it runs, so we'll just do the first among ourselves. The April meeting will be the first of these working bee meetings which is scheduled for 12 April.</p> <p>2. Engaging with the new PP:</p>

In conjunction with the PPC, Caring for Creation Group (along with other parish groups) would like to meet with the new PP. The meeting would be a good opportunity to engage with him and see how he would like to be involved with our group. This will also be an opportunity to discuss scheduling an outdoor Mass, like the one we had with Fr Josh a couple of years ago, and also how to make the one-page theological document prepared by the Archdiocesan movement available to Queanbeyan parishioners.

3. 10th anniversary of Laudato Si:
We thought it might be a good opportunity to have another reading of the encyclical, perhaps during the Season of Creation (September). The Group will investigate whether there is a video series we can use to guide this. (We believe Jacqui Remond has recorded one). Otherwise, there are several events being planned at the Archdiocesan level, including a Mass at the start of Laudato Si Week, on 17 May. It would be good if the QBN Parish can advertise and participate in these events.

4. Morning teas:

The Group continues to host a morning tea every second month. This is an opportunity to promote the group to the parish and to provide plants, packets of seeds and dried herbs where possible. We are looking into making a card available at the morning tea that includes prayer or quote from the encyclical.

C4c Garden

Glenda

Since February the garden has produced spinach, beans, celery, beetroot, tomatoes and chives. At our c4c morning tea in March we gifted bean seeds, chilli seeds, dried oregano, some cacti plants from the last big garden working bee. The tomatoes are being picked before I can harvest them, so I have only delivered about 6 to St Benedict's. The spinach keeps on giving and is well received at St Benedict's. They prefer the smaller leaves for salads etc so our plants are currently ideal, even though they look a bit ratty. We are having a working bee in April to tidy the gardens and I am also in the process of separating the garlic which has sprouted from the plants that I didn't harvest. The growing season has slowed so I am harvesting about once per week or once per fortnight.

Thank you to our priest in residence who also waters the vegetable gardens and has taken an interest in them. I could have a c4c table at the PPC morning

tea as I still have plenty of dried herbs and seeds to share. There is a beautiful statue of Our Lady in the Australian garden.

Vinnies

Glenda

2024 \$284.10 was collected from 10-cent recycling. January 2025 I cashed in \$102.80 which also included some Woolworths recycling vouchers left at the church for Vinnies.

JANUARY	\$ 102.80
FEBRUARY	\$ 32.60
MARCH	\$ 23.50
APRIL	
MAY	
total	\$ 158.90

March Cash Donation \$50

JANUARY	
FEBRUARY	\$ 34.20
MARCH	\$ 28.80
APRIL	\$ 15.80
MAY	\$ 21.50
JUNE	\$ 32.80
JULY	\$ 31.00
AUGUST	\$ 14.50
SEPTEMBER	\$ 43.60
OCTOBER	\$ 42.50
NOVEMBER	
DECEMBER	\$ 19.40
2024	\$ 284.10

Food and grocery donations are helping bolster our outreach to Vinnies companions. We received \$50 cash donation and a\$56:10 for 10cent recycling since last month. This years total so far is \$208.90

Chair update

Tony C

As noted before I'm in NZ and not back till Saturday PM. Thank you to Janine for organizing the script and presentation to Fr Tony and to Sybil and team for the morning tea. Understand both were a great success. By way of updates Anne Alexander (chair PFC) meet regularly with the PP to discuss maintenance and other issues. Main one at present is an upgrade to electricity to enable concurrent use of lights and AC in church. Quotes being obtained. Quotes also being pursued to re stain the church ceiling.
New vacuum has been installed as the old one passed away. Room very happy with the new unit.

		<p>Bus ride to Fr Tony's ordination as bishop being arranged by JohnPaul with Fala Fatamala offering to drive to minimize cost.</p>
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Need to arrange a welcome for FrGeorge.

Need to get stuck into Pentecost celebration now.

FYI. Archbishop Prowse has appointed me as his Vicar of New Frontiers. Funny name but it means that I represent and speak for him with parishes on property, new parishes (if any) and other new opportunities for the Archdiocese.