# **Parish Pastoral Council Meeting Minutes**

**Date:** Saturday, 27 September 2025
**Time:** 6:45 PM – 8:30 PM
**Venue:** After the Vigil Mass, St Luke’s Catholic College

### **1. Attendance**

**Present:**Fr Gayan Thamel (GT), Aleta Dela Cruz (ADC), Althea Dela Cruz (ADC2), Malinda Fernando (MaF), James Irudayaraj (JI), Mandy Goswami (MG), Ramon Gunasekera (RG), Nars Lumba (NL), Chrissy Presello (CP), Jerome Semau-Roache (JSR), Geraldine Santos (GS), Alistair Soares (AS)

**Ex-Officio:** Ged Oblea (GO), Tessie James (TJ)

**Apologies:** Perpetua Oninye (PO), Kelly Bauer (KB), Arvin Joya (AJ)

**Catering:** Mandy Goswami and Althea Dela Cruz

### **2. Fellowship Dinner**

A short time of fellowship and dinner preceded the meeting.

### **3. Opening Prayer**

Led by **Chrissy Presello (CP).**

### **4. Check-In**

Facilitated by **Nars Lumba (NL).**

### **5. Ministry and Subcommittee Updates**

#### **a. Diocese/Deanery (TJ, JSR)**

* First Deanery meeting held; discussed expectations and structure.
* Each parish to have two representatives.
* Minimum of four meetings per year, Saturdays 10 AM – 2 PM.

#### **b. College (KB)**

* No new updates.

#### **c. Building Committee (GT, AJ)**

* Planning Committee met last week; next meeting 9 October before the opening.
* TV installation scheduled for Thursday; test run to follow.
* DA modification pending acoustic and environmental reports.
* Current operating hours: **Weekdays 8:30 AM–5 PM**. Application submitted for **7 days a week, 8 AM–10 PM.**

#### **d. Parish Finance Committee (AJ)**

* Parish financial update presented last weekend.
* $500K contribution noted; first two years interest-only.

#### **e. Fundraising (ADC)**

* $30,930 income to date (via Square).
* Ongoing Weekend Food Stall; Car Boot Sale moved to **March 2026**.
* Challenges in volunteer sustainability.
* Discussion on identifying low-effort, high-yield fundraising ideas.
* **Suggestion:** Hire a photographer during sacraments for parish income.

#### **f. Children’s Liturgy of the Word – CLOW (MG)**

* Smaller discussion groups with children going well.
* Furniture movement issue resolved.
* New volunteer Angela (teacher).
* On break; to resume **25–26 October**.
* Volunteer rostering remains a challenge.
* **Suggestions:**
	+ Use volunteer preference nominations (AS).
	+ Involve older youth (CP).
* **Action:** Review risk assessment for use of *The Hub* and assign two marshals.

#### **g. Social Media (NL)**

* Transition of duties to GO underway.
* Promotion of building blessing ongoing.
* Community prayer video filmed; Diocese photographers/videographers assisting.

#### **h. Safeguarding (GO)**

* Safeguarding audit: 98 volunteers; 100% completed Modules 1–3; 68% completed Modules 4–5 (due every 2 years).
* Parish currently compliant.

#### **i. Operational (GT)**

* GO now full-time in the parish office.
* Need for new office furniture.
* **Mass attendance:** Vigil ≈ 300; 8 AM < 100 (increasing); 10 AM > 400.
* Consider overflow area via Vivi or livestream.
* **Action:** Seek community feedback after first month in new building.
* Sacramental Team planning for 2026 underway.

#### **j. OCIA (TJ)**

* Commenced last week; four participants.

#### **k. Youth Ministry (ADC2)**

* Second “Luke 18” session held; 45 attendees (ages 11–18).
* Smaller groups enhanced engagement.
* Fundraising needed for catering.
* **Actions:**
	+ Discuss collaboration with Fundraising Committee (ADC).
	+ Arrange volunteer coverage during Confirmation session.
* **Suggestion:** Explore establishing a Youth Mass.

### **6. Vox Populi**

* Question raised about maintenance of Stage 1 building—Pacific community offered quarterly assistance; possible community service support.
* Fr Gayan to begin more weekday masses.

### **7. Census Data Entry Progress**

* 155 entries completed; ~100 remaining.
* College requested a list of students who have received sacraments.

### **8. St Luke’s Feast Day and Opening of Stage 1 Building**

* Diocese assisting with event planning; awaiting confirmation of attendees.
* Event outline: procession → Mass (Bishop presiding) → float → building blessing → morning tea (BYO plate + catered).
* First weekend Masses in the new building: **25–26 October** (with afternoon/morning tea).

### **9. Parish Leadership Reflection Day**

* **Date:** 1 November 2025, 10 AM–1 PM (lunch included).
* Invitations sent; **RSVP by 19 October (Feast Day).**

### **10. Parish Pilgrimage – “Journey of Hope”**

* **Date:** 15 November 2025.
* 40 places available; **RSVP by 2 November.**

### **11. Parish Council Visibility Roster**

* To be noted and circulated.

### **12. Upcoming Events**

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| **Date** | **Event** |
| 19 Oct 2025 | St Luke’s Feast Day |
| 1 Nov 2025 | PPC/PFC/Ministries Formation Day |
| 3–10 Nov 2025 | Fr Gayan’s Leave |
| 15 Nov 2025 | Parish Pilgrimage |
| 29 Nov 2025 | Volunteers’ Christmas Party *(Save the Date)* |
| 5 Dec 2025 | St Luke’s Christmas Carols |

*(Calendar link shared with members.)*

### **13. Confirmation of New and Outstanding Actions**

* Review of new and pending actions completed.