

**MINUTES OF THE ANNUAL GENERAL MEETING OF ST LUKE'S CATHOLIC PARISH,
WOODVALE, HELD IN THE PARISH CENTRE ON SUNDAY 8th AUGUST 2021**

PRESENT / IN ATTENDANCE	Fr Stephen Victor (Parish Priest), Lara Shur (Chairperson of the Parish Pastoral Council), Greg Mohen (Chairperson of the Parish Finance Committee) and another 21 persons as recorded in the Attendance Register.
APOLOGIES	None received.
COMMENCEMENT	The meeting commenced at 10.34am and was Chaired by Lara Shur.
VIEWING OF REPORTS AND MINUTES	Lara advised that this year a few selected reports would be presented during the meeting. Copies of all annual reports received from the various Parish Ministries and Groups, together with Fr Stephen's report and minutes of the previous AGM had been laid out on tables in the Parish Centre well prior to this meeting for parishioners to inspect / review. These reports would also be available for inspection after the AGM.
MINUTES OF PREVIOUS MEETING	It was RESOLVED THAT minutes of the previous AGM held on 9 August 2020 and displayed on tables in the Parish Centre for inspection prior to this meeting were an accurate record of the 2020 AGM.
MATTERS ARISING	<p>Adult Faith Development: It was noted at the 2020 AGM that Adult Faith Development days had been delayed due to Covid19 but remained on the agenda.</p> <p>Lara advised that with the continued restrictions due to Covid 19 and the transfer of Fr Peter to Wanneroo parish the Adult Faith Development days had continued to be on hold but it is intended that they be resumed.</p>
PARISH PRIEST'S REPORT	Fr Stephen delivered his Parish Priest's report – refer Appendix A attached.
PARISH PASTORAL COUNCIL CHAIR REPORT	Lara delivered the Parish Pastoral Council Chair report – refer Appendix B attached.
PARISH FINANCE COMMITTEE CHAIR REPORT	In addition to giving an update on parish finances at each mass this weekend, Greg Mohen presented the Parish Finance Committee Chair report – refer Appendix C attached.
YOUTH GROUP	At the invitation of Fr Stephen and Lara, Mario of 24/7 introduced himself and gave a brief overview of 24/7's involvement with the youth of the parish. A copy of 24/7's written term reports were also available for inspection prior to and after the meeting.
PPC ELECTIONS	<p>It was NOTED THAT Lara Shur and Mike Featherstone had each completed a second consecutive two-year term on the Parish Pastoral Council and in accordance with the PPC Constitution retire at this meeting; however, being eligible, they had each offered themselves for re-election.</p> <p>On a show of hands it was RESOLVED THAT Lara Shur is re-elected as a member of the Parish Pastoral Council.</p> <p>On a show of hands it was RESOLVED THAT Mike Featherstone is re-elected as a member of the Parish Pastoral Council.</p> <p>It was NOTED THAT each of Natasha Carvalho and Steve Gelle had been appointed to the Parish Pastoral Council by the members Parish Pastoral Council and in accord with the PPC Constitution hold office until this meeting.</p>

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PPC ELECTIONS
(cont. ...)

Being eligible, each of Natasha and Steve have offered themselves for election to the Parish Pastoral Council.

On a show of hands it was **RESOLVED THAT** Natasha Carvalho is elected as a member of the Parish Pastoral Council.

On a show of hands it was **RESOLVED THAT** Steve Gelle is elected as a member of the Parish Pastoral Council.

**GENERAL
BUSINESS**

Use of the Parish Centre:

Question from a parishioner: With respect to the termination of the agreements for use of the Parish Centre by each of Moolanda After School Care and the Tae Kwan Do club as at the end of the year, will the parish be financially disadvantaged?

Lara and Greg advised that revenue to the parish from the new after school care group, Discovery Kids, would more than cover any loss of revenue from Moolanda and the Tae Kwan Do club.

Heating in the Parish Centre:

Question from a parishioner: Can the Parish Centre be heated for use by parish groups and ministries such as the Friendship Group? The Parish Centre gets particularly cold during winter.

Lara advised that this matter will be looked into.

CLOSURE

The meeting concluded at 10.58am.

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APPENDIX A

Parish Priest's Report 2020/2021

A big thank you to you all

I really appreciate your support over the last year while we struggle to learn to live with the pandemic. Happily, I was kept very busy with taking extra care to make our Church safe during these continuous pandemic implications.

We are very much still one Christian family, eager to maintain and live out the faith. On the practical side of things, the communication network is in good shape, and everyone knows how to get help or advice should they need it.

The financial side of Church life has been remarkably positive with virtually all our pledged giving being maintained, most of this through Sunday collection, bank standing order and direct bank transfer. Thank you and praise God for your faithfulness to the ongoing Ministry of the Church whereby you have honoured God with his gifts to you, no matter how modest; it is faith that counts!

We are sacramental people. When we gather for celebrations of sacraments such as Baptism, First Reconciliations and Eucharist, Confirmation, Marriage, Anointing of the sick and Funeral, great response is shown. In all sacramental celebration the Good news of Jesus is evangelised. **Sacramental ministries are well prepared by working together in partnership with the school.**

Pastoral support is offered to all specially for the elderly and other people who are struggling from various health issues. Every Family Mass and other special occasions, the Parish hospitality team is offering morning tea for those who attend the 9.30 am Mass. St. Vincent de Paul members tirelessly work in our Parish supplying food for the needy people. School children contribution towards Christmas Hampers are much appreciated.

Archdiocese Safe-guarding ministry give awareness to all about protecting children. We give topmost priority to this important ministry. A big thanks to the Parish Pastoral Council, Financial Committee, Safeguarding officers, Acolytes, Ushers, Sunday School Teachers, Catechetical Coordinators, Sacramental Coordinator, Special Ministers, Choir (Liturgy & Music Ministry), Readers, Counters, Cleaners and all the other volunteers who help in numerous ways. All are working together for an evangelizing and vibrant community.

“Evangelization is not about gaining more members or about appearing powerful. Rather, it is about opening doors to experience and share the merciful and healing embrace of God the Father, which makes of us one family”. Pope Francis.

Fr. Stephen Jean Paul Victor.

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APPENDIX B

AGM 2021 – PPC Chairperson's Report

2020/2021 has again been a year of challenges for our faith community and for Australia. I take this opportunity to thank everyone in the Parish for their support, encouragement and assistance over the last 12 months.

I note that the attendance at the 2020 AGM was, as usual, quite low for a Parish of this size – 25. Although AGM attendance is traditionally low this can be seen as an indicator of Parishioner engagement. It is hoped that the work the Parish Pastoral Council will be undertaking in the next few years will have a positive influence on the life of the Parish.

In response to the query at the last AGM in relation to further Adult Faith development days with Fr Peter, I can report that between COVID and Father Peter's relocation this hasn't progressed. Father Stephen has however implemented the "Day of Mary" on the 3rd Saturday each month so that we have the opportunity to spend between 1 and 4 hours on a regular basis attending to our Spiritual needs. The PPC has also been looking at other options for Adult Faith formation and plan to implement these in the next few months.

The Parish Pastoral Council has over these 12 months deliberated on many aspects of Parish life with Father Stephen as our mentor and guide. Members of the Council are:

Lara Shur; Mike Featherstone; Andrew Kelly (School Principal) appointed Sarah Williams (Deputy), Sandra Pinto (Parish Secretary), Natasha Carvalho, Steve Gelle and Father Stephen (Parish Priest). Mike Featherstone has acted as secretary to the PPC during this period.

Maintenance of the church buildings is ongoing with many structural deficits in the building causing significant cost to repair and special thanks to Terry Scully who coordinated maintenance of the church and Presbytery.

The installation of camera and sound system has allowed us to live-stream the Saturday evening Mass, so that those not able to attend due to health issues or Perth lockdown, has been a great initiative in the last 12 months. We are also grateful that the 6pm Mass on Sunday evening has continued, particularly as this allowed 20 more parishioners to attend Mass during restrictions. We are also thankful that our Christmas and Easter services weren't impacted this year as this allowed the Community to come together in celebration during our important festivities.

We have intentionally continued to reduced social gatherings over the last year in recognition that the global situation, as well as the situation in Australia is still precarious. Our Parish Social Committee (The Vine) have a social program ready for when it is deemed safe to initiate these gatherings.

The "Gabriel" software installed last year continues to be the church database and records keeper. We are looking to expand our use to include all our required checks and Audits so that all records are stored within one database.

All of our volunteers and Ministers attended Safeguarding Officer training undertaken by the Archdiocese. These sessions gave an overview of the Church's response to the Royal Commission and highlighted some valuable policies and procedures that apply to all Catholic churches. The Archdiocese has launched a Handbook to assist Parishes in protecting the vulnerable including children. We were reminded that Safeguarding is every Catholic's responsibility and I encourage everyone to familiarize themselves with the documents and information that can be found on the website <http://safeguarding.perthcatholic.org.au/>

In line with the principles outlined at these sessions, the Parish has decided not to renew the lease of the Parish Hall when it expires at the end of the year for both the Tae Kwon Do activities as well as Moolanda After School Care. Together with the school the parish has elected to have a new Catholic provider (Discovery Kids) take over the After School program from 2022.

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During this year youth activities continue to be provided by 24/7. Additionally Natasha Carvalho was nominated and accepted the role of Youth Ambassador for the parish.

Every member on the PPC has contributed time, energy and prayer relating to the issues that have arisen over the last 12 months. The PPC are embarking on a Parish Strategic Plan over the next 12 months to provide St Luke's with a framework as per the Archdiocese Parish Renewal Program and Parish Pastoral Council Formation Initiative. We will ask for parishioner input into this process. And ask for the parish to pray for guidance as the PPC embarks on this activity.

Parishioners are generous in supporting the parish financially and with the most precious gifts of time, energy and kindness. Our Parish needs each person who attends here for Mass to feel welcomed and accepted as part of the Woodvale Catholic Community.

Lara Shur
Chair, 25 July 2021

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APPENDIX C

2021 Finance Committee Report

In the 2020/2021 financial year the Parish has seen a small decrease in the second collections which is understandable in the context of the financial problems caused by the several Covid lockdowns in the past financial year. We have however been able to maintain our continued debt reduction and continued to meet the increasing maintenance requirements of the Church, presbytery and the parish centre. We have also reached the milestone of Parish debt being equal to funds in the bank.

A quick summary of our finances shows that:

1. Annual Income from all sources is collectively 201,112. The Parish income from the second collections of \$136,121 continues to be the primary source of income for the Parish. We also received \$37,745 from rental for the Parish centre.
2. Total Expenses on all items was \$119,250.
3. On the balance sheet our fixed assets are \$1,636,269.
4. Our funds on hand comprising bank accounts and term deposit funds as at 30 June was \$194,274.
5. Our debt to the CDF is now \$73,811 for the interest bearing loan, and \$87,091 interest free loan.
6. Our total liabilities at 30 June were \$194,487.

As chairperson of the finance committee I extend my thanks to the other members of the finance committee who all give generously of their time for the Parish, and particular mention for Tralice von Bergheim who undertakes the added task of checking and maintaining our bookkeeping up to date.

Thanks to the steady guiding hand of Fr Stephen together with the generosity of all members of the Parish of St Luke's the Parish finances are in a stable and sustainable position for the continued maintenance and growth of our Parish community.

Greg Mohen
Chairperson
Parish Finance Committee