

MINUTES OF THE ANNUAL GENERAL MEETING OF ST LUKE'S CATHOLIC PARISH, WOODVALE, HELD IN THE PARISH CENTRE ON SUNDAY 21ST AUGUST 2022

PRESENT / IN ATTENDANCE	Lara Shur – (Chairperson of the Parish Pastoral Council & Chairperson for this meeting – “Lara”), Fr Stephen Victor (Parish Priest), Natasha Morgan (representing the Parish Finance Committee) and another 18 persons as recorded in the Attendance Register.
APOLOGIES	Jim Wolton, Denise Emmerson, Francis Deary, Travice Von Bergheim, Greg Mohen.
COMMENCEMENT	The meeting commenced at 10.35am.
VIEWING REPORTS AND MINUTES	Lara advised that consistent with the previous AGM only the Parish Priest's report, the Parish Pastoral Council Report and the Parish Finance Committee Report would be read out and presented to the meeting. Copies of Annual Reports received from other Parish Ministries and Groups, together with a copy of the minutes of the previous AGM, had been laid out on tables in the Parish Centre prior to this meeting for parishioners to inspect / review. These reports would also be available for inspection after the AGM. The minutes of the previous AGM had been available for inspection on the parish website for the past year.
MINUTES OF PREVIOUS MEETING	On a show of hands, <i>it was RESOLVED THAT minutes of the previous AGM held on 8th August 2021 as included on the Parish Website and displayed at this meeting were an accurate record of the parish's 2021 AGM.</i>
MATTERS ARISING	No matters arising from the minutes of the previous AGM were raised from the floor but Lara advised that some matters discussed last year would be addressed in her Parish Pastoral Council Report.
PARISH PRIEST'S REPORT	Fr Stephen delivered his Parish Priest's Report – refer Appendix A attached. <i>A few questions were raised from the floor after Fr Stephen delivered his report – refer General Business</i>
PARISH PASTORAL COUNCIL CHAIR REPORT	Lara delivered her Parish Pastoral Council Chairperson's Report – refer Appendix B attached.
PARISH FINANCE COMMITTEE CHAIR REPORT	In Greg Mohan's absence Natasha Morgan presented the Parish Finance Committee Chairperson's Report – refer Appendix C attached.
PPC ELECTIONS	Casual Vacancy It was noted that during the year Natasha Carvalho had resigned from the PPC and the PPC had appointed James Carvalho as her replacement. James holds office until this AGM but being eligible, James Carvalho offers himself for election to the PPC. On a show of hands “ <i>it was RESOLVED THAT James Carvalho is elected as a member of the Parish Pastoral Council.</i> ” New Appointments It was noted that during the year the PPC had appointed Rebecca Finlay and Tom Beggan as additional members of the PPC. Rebecca and Tom hold office until this AGM. Being eligible, each of Rebecca and Tom offer themselves for election to the PPC. On a show of hand “ <i>it was RESOLVED THAT Rebecca Finlay is elected as a member of the Parish Pastoral Council.</i> ”

MINUTES OF THE ANNUAL GENERAL MEETING OF ST LUKE'S CATHOLIC PARISH, WOODVALE, HELD IN THE PARISH CENTRE ON SUNDAY 21ST AUGUST 2022

PPC ELECTIONS On a show of hands *"it was **RESOLVED THAT** Tom Beggan is elected as a member of the Parish Pastoral Council."*
(Cont. ...)

GENERAL BUSINESS

Children's liturgy - when will it resume?

At the request of parents the Children's Liturgy ceased as a result of Covid. It has resumed but has had to be cancelled on a few specific Sundays recently due to the First Communion Masses, this AGM etc.

Even though sessions have resumed the number of children attending is down on pre-Covid numbers which is probably largely a result of parents' assessment of the ongoing risk of Covid.

Children's liturgy - Is there a Roster?

Yes - There is small group of volunteers that run the Children's Liturgy and they have organised and run a roster amongst themselves.

Bringing people back to Sunday Mass – what is being done?

Fr Stephen advised that weekend mass attendance numbers are increasing (slowly) at all masses after the downturn caused by Covid; however people are still somewhat apprehensive and nervous about the risk of Covid.

Sunday Collections

The 2nd collection is ok but the 1st collection decreased due to Covid and remains significantly less than pre-Covid times. Consideration is being given to using long handled collection plates and reintroducing the taking up of the collections during the Sunday masses.

Morning Teas - Will the monthly morning teas resume?

Fr Stephen advised that morning teas after the 9.30am Sunday mass had resumed but they are now on a bi-monthly basis rather than monthly.

Volunteers

Fr Stephen reminded the meeting that a key factor in parish initiatives is having sufficient volunteers and we are currently hard pressed getting new people to volunteer. This effects our ability to put on monthly morning teas, social functions, Day with Mary etc. Even though we may be in a better position than other parishes, much of the volunteer work in our parish is carried out by a small group of volunteers who often volunteer their services to multiple ministries, groups and committees.

Wheelchairs etc blocking access.

A number of parishioners now attend Sunday masses in wheelchairs and they are blocking people's access to pews and the lines for communion. Is there something that can be done to accommodate parishioners in wheelchairs without negatively affecting other parishioners? Lara advised that the PPC will look into this matter.

Contribution of Lara Shur

Fr Stephen took a few moments to draw the meeting's attention to the valuable parish work done by Lara Shur over the past 12 months. This was particularly in relation to dealing with the, at times unpleasant, situations surrounding the use of the parish centre but also dealing with the parish's extended loss of internet access and a number of other stressful matters. On his own behalf and on behalf of the parish Fr Stephen thanked Lara for her efforts over the past year.

CLOSURE

The meeting closed at 11.24am with a prayer led by Fr Stephen.

APPENDIX A

PARISH PRIEST REPORT 2022

Through the grace and mercy of God, I have completed my third year here as the Parish Priest of St Luke's Catholic Church. I am grateful to God for having been given the opportunity to serve all of you as your Priest, and to come to know all of you more closely, as time can only allow. We are a community that has come together by the call of God to become nothing less than the living Body of Christ and the Household of God the Father.

Many good works are done by the faithful people in this parish, for we know that "faith apart from works is dead." (James 2:14). As the church, we are not simply called to worship, but to service. As a result, the gospel must be preached, the hungry fed, the homeless assisted, the sick healed, the elderly supported. Our children must be taught the faith and our adults must continue to be educated so that their knowledge of the faith might be deepened. These are the "good works" we must continue to do to be blessed by God as a healthy, viable, parish community. Our lay ministries are focused first on the wellbeing of our own faithful people and second on the needs of the external community in which we live. I am grateful to all the people who assist us in this great mission.

Work on our Strategic plan continues from its inception last year. Music ministry has been strengthened with new core members. New PREP staffs are included to prepare the Kids from public school for Sacramental initiation.

Attention was given to our Youth through the 24/7 youth service. The Baptisms, Sacramental program are given due preparation and are held in our parish on regular basis. The sick and the aged are taken care. Let us continue the good work and add greater glory to God.

Fr Stephen Jean Paul Victor osm
Parish Priest

APPENDIX B

PARISH PASTORAL COUNCIL REPORT 2022

2021/2022 has felt like a year of waiting, waiting to see if COVID takes hold, waiting to see if borders open, waiting to see what will happen when they do. As a result, many of our planned Parish activities haven't progressed as the PPC tried to balance the wellbeing of more vulnerable Parishioners with a desire to grow our Parish life. I take this opportunity to thank everyone in the Parish for support and assistance these last 12 months.

There was a query at the last AGM in relation to heating in the Hall: I can report that we are in the process of installing a split cycle system for the Hall but will retain the larger aircon unit (currently installed) for summer as it will be more economical to run.

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

Me (Lara Shur); Mike Featherstone; Sarah Williams (Deputy School Principal), Sandra Pinto (Parish Secretary), Steve Gelle and Father Stephen (Parish Priest).

During the year Natasha Carvalho (Youth Representative) had to step down as she moved from the Parish. Fortunately James Carvalho stepped into this role. Tom Beggan and Rebecca Finlay were also co-opted on the Council as we attempted to build the Council in anticipation of Mike and I stepping down at the next AGM. Rebecca assists in coordinating the Family Masses and Tom is an Acolyte & reader.

Mike Featherstone has acted as secretary to the PPC during this period.

Maintenance of the church buildings is ongoing and the many structural deficits in the building, in particular the leaking roof, needs addressing in the coming year. The costs associated with this are significant but these can no longer be patched and are causing damage to the building. Thanks to Terry Scully who assisted us this year with general maintenance of the church and Presbytery.

We held 2 excellent Parish Adult faith formation activities this year. The first was on 23rd October presented by Derek Boylen – Director of Catholic Life and Fertility Services. The topic "The Holy Spirit" was delivered in such a personal and relatable way that, in my opinion, anyone who missed this really missed an opportunity to grow in Faith. Derek's talk was applicable to our daily lives and spiritually inspiring, as he revealed the Spirit's direction and input to our lives.

The second Faith Formation was on 4 December and the theme for this was "Jesus" – in preparation for Christmas. Again we invited Derek to present and attempted to encourage attendance by advertising this talk in the bulletin weeks in advance, and with PPC members advertising to the parish during Mass prior to the event. It was outstanding in content and presentation and our thanks to Derek for sharing in such a dynamic way. Attendance however was poor. Going forward we will consequently hold 1 Adult Faith formation talk a year, on a Sunday afternoon.

The PPC commenced work on the Parish Strategic plan this year. Renewing our Vision Statement was the first part of this work and we invited input from the Parish during this process. Thanks to those who took time to feedback comments and suggestions. We are now working on the Mission statement and from this we will flesh out our Strategic Plan in line with the Archdiocese Plan.

MINUTES OF THE ANNUAL GENERAL MEETING OF ST LUKE'S CATHOLIC PARISH, WOODVALE, HELD IN THE PARISH CENTRE ON SUNDAY 21ST AUGUST 2022

Technology wise, the Parish now has a Parish App - made available to parishioners before Christmas. We were the first Catholic parish in Australia to have one. We also live-stream the Saturday evening Mass which may be a comfort to those who are in isolation for a week or two.

This year we saw long time parishioner Francis Sorensen move out of the Parish and I take this opportunity to acknowledge the work that Francis over the years at St Lukes. Following this, Clare Kanakis took on the responsibility of rostering approximately 10 music group in the parish. Lisa McClue took over coordination of the Family Masses with the School now responsible for the Sacramental Masses. The Parish is still looking for someone to lead the Choir and also looking an organist.

A few Christmas related items to report: We had an Advent Journal for sale to promote a Spiritual journey in the lead up to Christmas. The journal was a daily reflection and it is hoped to have a similar publishing available this year. Prior to Christmas it was necessary to cancel our traditional Christmas Raffle which hasn't taken place over the last few years. I highlight that the Parish needs to comply with Government Legislation around activities such as raffles. I understand that some Parishioners may have been disappointed with the decision to cancel but wish to stress that this was done by the PPC in the best interest of the Parish. There is a process prior to these kind of events that needs to be followed and I communicated with the organizers regarding reasons for the cancellation at the time. If anyone has questions about this, please talk to me.

At the end of the calendar year we ceased the Parish Hall lease to *Moolanda Care and Learning Centre* so that we could start 2022 leasing the Hall to a Catholic After-School provider. I am delighted to report that *Discovery Kids* have been our after school provider for over 6 months. Their values align with Parish values and they are responsive to the needs of the Parish and mature in their communications with the PPC and the Parish office. They have also extended their arrangements to include a Vacation program allowing families from the Parish access to appropriate child-care arrangements during school holidays.

This arrangement has however meant that the long-standing St Lukes Friendship group are no longer able to meet on a Monday during School holidays. This affects 6 meetings over the course of the year for the Friendship group and I apologize to the Group for not alerting them to this when the decision was made earlier this year. I thank the

Friendship Group for their understanding as we endeavor to support Parish Families and draw youth to our Parish.

2022 also saw both Tae Kwon Do and the Pilates Group no longer using the Parish Hall. This has meant that the Hall can be better utilized for Parish activities such as evening meetings and also means the hall is free following Funerals for families to use.

For information, the Parish was without internet for 3 months (December to March) which impacted on our ability to livestream Mass at 6pm on a Saturday. It took a letter to the Federal Minister before services were reinstated and steps have been taken try to prevent reoccurrence.

Kerry Hewitson, the new School Principal was invited, and attended the PPC meeting in May. Although Mike sits on the school board and represents the Parish together with Father Stephen, we wanted to welcome her more formally and hope this assists in ensuring good communication and continued collaboration between Parish and School.

**MINUTES OF THE ANNUAL GENERAL MEETING OF ST LUKE'S CATHOLIC PARISH,
WOODVALE, HELD IN THE PARISH CENTRE ON SUNDAY 21ST AUGUST 2022**

A few Community related items to report: During this year youth activities continue to be provided by 24/7. James (Youth rep on the PPC) is looking to extend our reach to young adults who attend Mass over the next year.

The PPC have intentionally continued with reduced social gatherings as the borders were opening and I am aware of many parishioners being unwell or in isolation this year. Our Parish Social Committee (The Vine) will start to introduce our social program in the next year. We are already anticipating holding a Thanksgiving Lunch for Volunteers, and hope to commence a monthly Fish & Chip Night. These events have been on hold for the last 2 years.

In relation to finances: We have had reduced income from Collections. Placing collection baskets on the table in the foyer means that Parishioners aren't prompted during Mass. Following this AGM, the PPC is consider obtaining long handled collection plates which we have seen work effectively in other parishes. We have also had a boost to income from the Hall lease to Discovery Kids and Greg will provide further details.

Members of the PPC contribute time, energy and prayer to this Community. We are continuing development of our Parish Strategic Plan as per the Archdiocese Parish Renewal Program and Parish Pastoral Council Formation Initiative. 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. I ask for your continual prays.

Lara Shur



Chair, 6 August 2022

APPENDIX C

Finance Committee Report 2022

Notwithstanding the personal and financial challenges of the past 2 years of covid restrictions our community has continued to be generous in its support of the Parish.

This year we have been able to invest in the future of our Parish with an increase in funding for our catechists, the youth group, parish retreat and training.

There is the ongoing increasing cost of our commitment to the upkeep and maintenance requirements of the Church, presbytery and the parish centre. We have also been able to maintain our continued debt reduction.

A quick summary of our finances shows that:

1. Annual Income from all sources is collectively 196,533. This was approximately \$4,500 less than last year, with the difference mostly related to the Covid assistance payments we received in the 2020/2021 financial year. All other sources of income were comparable to last year.
 - a. The Parish income from the second collections of \$136,623 continues to be the primary source of income for the Parish and was a nominal increase on the amount collected in 2020/2021 financial year.
 - b. We also received \$41,828 from rental for the Parish centre. The primary source of this income is the St Luke's before and after school care service. In January 2022 the service provider was changed from Moolanda Day Care to Discovery Kids. The new agreement will result in an increased income from this source over a full financial year.
2. Total Expenses (not including depreciation) were \$125,044 (an overall increase of \$7,000 on the previous year).
3. Profit before depreciation was \$71,489.
4. On the balance sheet our nett assets are \$1,680,016.
 - a. Our funds on hand comprising bank accounts and term deposit funds as at 30 June were \$232,111.
 - b. We reduced our Archdiocese loans from \$160,902, to \$115,237 (total reduction of \$45,665.)
 - c. Our total liabilities at 30 June were \$161,115.

The full detail profit and loss statement and balance sheet will be tabled at the AGM.

Through the hard work and wise counsel of our Parish Priest Fr Stephen, and ably assisted by Fr Rueben, together with the generosity of all members of the Parish of St Luke's we continue to have the privilege of our wonderful Parish facilities to worship in and, we continue to enjoy our journey in faith together.

Greg Mohen



**Chairperson
Parish Finance Committee**