

## Parish Priest report

1. It has been largely quiet since our last meeting. So I have had a reasonably relaxing time and even got in a four day trip to Canberra on holiday (and booked my main holiday to go to England and Spain from 5<sup>th</sup> to 30<sup>th</sup> May.
2. One or two funerals, a wedding, a couple of baptisms: we remain well down on historic numbers for these reflecting ... the demographic of the parish and the urgent need for efforts to evangelise, to grow the faith of the current community and continue to server the poor and marginalised.
3. Tiziana will report on Alpha – this is one of our primary efforts for the future.
4. I was most impressed with Emma as our pianist for 10 am Mass – first time I have seen her was today 2/2. We need her as much as we can get her and afford.
5. David will report on the Thanksgiving campaign – I will only say: well done David and all who helped. A team effort, well led.
6. Christmas Attendance was ... excellent overall but patchy
  - a. 6 pm 307
  - b. 9 pm 36
  - c. 9 am 100??? I've mislaid the number
7. Christmas mass quality: good feed back. I wasn't at the Family Mass so ... I can only go by report – but ... the other two masses went well – but ... perhaps missed something of the 'life' that was reported for 6 pm.
8. All the school graduation Masses and celebrations went off well. And end of year Masses went well also.
9. Aged Care Masses are carrying on as 'normal' – there is scope for increase I think if Fr Anton has the time.
10. I plan to continue my weekly interactions with the children in the schools and fortnightly meetings with the school principals.
11. We have a new Assistant Priest, Fr Anton, from 15<sup>th</sup> February, who will also be Chaplain to the Sri Lankan Tamil community for Melbourne. The balance of availability and parish duties is still to be settled.

I think that is about ... it ...

God bless,  
Charles

## Lay Ecclesial Leader Report – February 2025.

### Alpha

*What is Alpha? **Alpha** is an opportunity for people to share a meal, ask questions about important matters of life, faith and meaning and, in the search for the answer, come to know Jesus and grow closer to God.*

The Alpha Team is getting ready to begin our first Alpha season for the year on February 19. The season will run for 9 weeks and end on 16 April. We have a dedicated and enthusiastic team of around 13 people who help with the organisation, hospitality and leadership of the program. It is very encouraging that the Alpha team has grown a lot since last year. We have more people on deck therefore more human resources to run Alpha twice a year and for the program to be sustainable in the short/medium term.

We already have 23 guests signed up and confirmed for our February season. The promotion kicked off with a Christmas themed reunion/come and see night on 16 December which was very successful.

The intention is for Alpha to grow from strength to strength and to remain a vibrant ministry in our parish as one of the ways in which we invite people into our community of faith: either to renew their faith or to encounter Jesus for the first time.

Shortly, I will undergo a leadership course about creating an invitational culture in the parish. This is aimed to support the work we are doing with Alpha. The course is online and designed by Ron Huntley.

### Lent

I'm looking forward to running the Lenten program after Thursday Mass again this year. The Advent program was successful, and I received very good feedback. The Advent and Lenten programs have grown over time. It is very encouraging to see parishioners increasingly taking up the opportunity to nourish their faith. With a steady and regular number of attendees – about 10, the Advent program last year was the best attended so far.

This year, we are going to use the Lenten program designed by Fr Chris Monaghan and published by Garratt which is excellent. Everyone is welcome. I encourage the Parish Council members to attend and to bring a friend!

### Parish contribution from school families

Once again, we will be seeking the school families' support this year through a voluntary contribution of \$160. This is the same amount as last year. We are aiming to contact the families in February.

Last year we received a contribution from about 10 families. Whilst this is modest, it is an increase from the previous year, and it was encouraging to see that families reached out to us to contribute throughout the year when they were able to. Each contribution was accompanied by a heartfelt message of gratitude for the parish.

### **Tiziana D'Costa**

#### February 2025 Pastoral Worker Report

1. In collaboration with Pat, we have gone through all the cupboards in the Parish centre and organised them. We have created a central cupboard for all the catering supplies. It is in the flower room and is a space where we can store excess plastic tablecloths, plastic cutlery, paper plates and napkins. The meditation/prayer room has been returned to its original serene space and all the Play group toys have been organised and stored in the cupboards on the left of the altar.
2. We now have a dedicated room for our 'Parish Library' - please feel free to drop in and have a look!
3. As part of Safeguarding CAM has requested that all parishes do guidelines for each volunteer ministry. At St Kevin's we have 35 such groups. I have worked on and completed these guidelines- the folder is located in the cupboards behind Frances desk.
4. As from 2025 I will be handing over the Safeguarding portfolio to David. I will remain on the committee and will assist David.
5. Playgroup recommences on the 10<sup>th</sup> February, Bookish Morning Tea on the 13<sup>th</sup> February and Youth Group on the 15<sup>th</sup> February.
6. Vinnies very successful - helped approx 65 families locally at Christmas. Community cupboard continues - have 2 families that we are assisting at the moment.
7. I am excited to say we are in the early stages of launching our own social committee - I have spoken to a number of people and all have (so far!!) accepted. View is to do something fun to commemorate special events - Valentines day, St Patrick's day, Mothers day, Fathers day .....the list goes on!!
8. Reconciliation classes start on Monday 17<sup>th</sup> February- we have 7 children enrolled so far.

## **BUSINESS MANAGER REPORT – FEBRUARY, 2025**

### **Thanksgiving Campaign 2024**

#### **Church Account**

**Result shows an increase to our church account of 31% compares to that of 2023**

#### **Columbarium (Wall Niche)**

**Attached are the photos of St Clare's columbarium in Box Hill North.**

Key Points:

- The selling price at St Clare is \$1,500 for a single interment and \$2,000 for a double interment (excluding the plaque).
- At St Clare, approximately 10 niches are sold each year, and about one-third of the niches have either been sold or reserved.
- The interment is not perpetual and will terminate either upon the closure of the church or after 25 years, whichever occurs first.

The proposed location for the columbarium at St. Kevin's is situated in front of the Memorial Plaques, near the Chapel entrance.

I am still awaiting the detailed quotation.

Benefits of the Columbarium:

1. A potential source of increasing income for the church.
2. A meaningful service offering for our parishioners.

#### **Sanctuary Renovation**

The goal is to lower the altar by removing the top step and bringing the chairs closer to the altar.

Attached are the quotations from Grade Developments and Over The Top Coating for your reference.

I am in the course of getting another quotation.

A budget of \$30,000 has been allocated for the sanctuary renovation.

Report to Parish Pastoral Council Meeting

St Kevin's Parish Social Justice Action, 6 February 2025

1. Outcome of scheduled late 2024 review of the Special Justice Action Group

A year ago SJA announced we would review ourselves as a group at the end of 2024, and in the spirit of synodality, transparently and inclusively open membership and positions to review. Despite promotional effort there were no new Group members during the year, although we now have a very good prospect, subject to that person's comfort as a guest at our next meeting - and finding time to participate. As planned I opened up all Group positions, but none of the group wanted any changes, and we will remain as was, with myself remaining Chairperson this year, and another deeper review at the end of 2025.

2. Second Collection Schedule prepared in good time for 2025

Our continued gentle prodding of the Archdiocese last year through Fr Charles resulted in the Archdiocese providing us with a rare advance-draft copy of the Archdiocese Collection/Observance schedule, enabling SJA this year to confidently prepare our "Draft Special Collections: principles, Policies and 2025 Schedule" by mid-January 2025 as planned. It was circulated to interested parties (including some PPC members) in mid-January, conveniently for the first time, it was available this year for the start of February.

Unlike last year when 8 laborious revisions of the document were required to cope with multiple unexpected situations, this version while still allowing for inevitable last-minute changes is expected to be far more stable. A copy is attached for formal PPC endorsement please on 6 February please, with a preface explaining its basis. With competing collections for the Archbishop's Campaign and Parish Thanksgiving Campaign SJA anticipates lower 2nd Collections in 2025.

### 3. Proposal for PPC Direct Engagement of St Kevin's Parishioners in 2025

At the last PPC meeting in 2024 SJA foreshadowed a proposal on ways to substantially enliven/re-activate parish participation. That was further developed by the PPC meeting at a meeting later that day. As asked by that PPC Meeting I subsequently met with Tiziana to discuss the proposal outline. That was further developed by the SJA via online exchanges. SJA further worked on the proposal, and its various options, concluding that work on 1 February 2025. As detailed in another attachment, we propose that very early this year the PPC organise a very purposeful (basically, as outlined, enjoyably re-energising / reempowering a wide and diverse range of people for Parish Ministries, drawing ideas from new blood, initiated at a proposed enjoyable "all of parish" social event after a Saturday Mass, during which, all Parish Ministries (each also with a [standardised format] page handout ) very briefly (around 1 minute each ) summarise what they do and how they can do much more with wider (newly empowered) additional participation. That's the broad concept. The attachment provides participant and activity details. If the proposal is to be implemented and viable this year we ask the PPC to decide on it on the 6th please

### 4. SJA Activity Planning for 2025.

Based in our last 2024 SJA Meeting on 24 October 2024 our first joint-Parish presentation for 2025 is presently being arranged, and as part of that, plan in various ways and as practicable is intended to increase our (Catholic) Social Justice conscience (incidentally anticipating election timing

St Kevin's School Principal Report

Theme for 2025 The St Kevin's Theme for 2025 is looking like HOPE GROW

HERE! 70% so far of vote

Enrolment

Update

We welcome 32 students to our school from different

schools far and wide!

Kinder visits I will visit kinders next week.

Staff Update We welcome 5 news staff and 2 new LSO staff

Mass Thursday Opening school mass was beautiful. Thank you Fulvia and

Fr Charles

Student

Captains and

FIRE Carriers

This year all the Year 6 students hold Leadership positions

and the FIRE Carriers were commissioned at the Ash

Wednesday Mass a few weeks ago.

Information

Night

We have reintroduced 'Meet the teacher and Information nights' this week and next week

Welcome BBQ Looking forward to Welcome BBQ Thursday afternoon.

Martin Tennant

Over the holidays we have engaged the services of Martin

Tennant. He will work with leaders to ensure all MACS

policies and safety procedures are up to date and assist

with compliance. It is a massive relief for me as this takes

many many many hours of work and it is really never ending.

It will also assist Eva with the compliance aspect of her role.

You are most welcome to read updated policies here is the

link from our St Kevin's Website - Policies

Professional

Learning

Michelle Varrasso Psychologist - worked with staff on Autism and ADH

Parish Council agenda – 6 February 2025.

1. Opening Prayer
2. Apologies
3. Matters arising from last meeting's minutes – 7 November 2025
4. Parish updates – Questions on circulated reports
  - a. Fr Charles
  - b. Lay Ecclesial Leader: Tiziana D'Costa
  - c. Schools Principals' update
  - d. Pastoral Worker: Ana Saro.
  - e. PPC Acting chair: Tiziana
  - f. SJA – John Costa
7. For ratification: special collections, principles, policies and 2025 schedule.
8. Proposal: Columbaria - David
9. Proposal: Modifications to the altar: Fr Charles and David
10. SJA proposal: an initiative to promote all parish ministries.
11. Liturgy Survey findings - Tiziana
12. Evangelisation: Bringing Community Together. For discussion: "Would merging the two Sunday morning Masses foster a stronger sense of community?" - **Fr Charles and Tiziana**
- 13. Next meeting – Thursday – 6 March 2025, 2.30 pm.**

Parish Council meeting minutes – 6 February 2025.



Present: Fr Charles, John Costa, Tiziana D'Costa, Adrian Teo, David Hi, Carmel Shiel, Gabee Leone, Ana Saro, Pauline Erickson, Margaret Turner, Peter Sheehan.

Apologies: Claudia Raiola, Michelle Verna.

Meeting began with opening reflection led by Margaret Turner

Discussion arising from previous minutes. – At the October meeting the Council made a recommendation that the leadership group should be called the support group.

Questions arising from Reports

- a. Fr Charles – John endorses the comments regarding the pianist skills. Emma is very good. Fr Anton arrives at the parish on 15 February. He has lived in Australia for 5 years already. He also chaplain to the Tamil community in Melbourne.
  - b. LEL - 10 families out of (78 from St Kevins plus 15 families from St Charles) donated to the parish contribution.
  - c. Business Manager – Increase of 31% following thanksgiving campaign for the church account. Did not receive any negative feedback. The Council expressed its gratitude to David for all his work on the thanksgiving program.
  - d. St Kevin's Principal – LEL and Principal will work together to promote the parish contribution. Parish and school will continue to work to create closer links between parish and school community with initiatives like youth group, father's day, sacramental program. The psychologist has provided valuable knowledge for the teaching staff professional development to assist with children special needs.
    - i. There are children with special needs in the parish sacramental classes and adjustments are made for them by the pastoral worker/sacramental coordinator.
    - ii. Pastoral worker will tag along with Principal to the Kindergartens' tour to promote the parish playgroup.
  - e. St Charles Borromeo – no report circulated.
  - f. Social Justice Action – Archbishop campaign will be repeated this year. There may be one weekend this year where we remind parishioners about pledges for thanksgiving. It is planned to run a thanksgiving campaign more regularly than it has been in the past (maybe every 3 years).
  - g. Pastoral Worker – New outreach program to Templestowe Manor prayer service once a week. Once a month, they will come by bus to one of the weekdays 9.15 am masses, followed a morning tea. There are approximately 250 people that we minister through the retirement home ministry that our parish services.
2. For ratification: special collections, principles, policies and 2025 schedule
    - a. Attached proposal was endorsed by the Council.
  3. Proposal – Columbaria – David
    - a. Additional service for parishioners. It fosters a sense of belonging. It is also revenue raising initiative. Parish Council happy for David to investigate this proposal further (costing etc) and provide more information at the next meeting.

4. Proposal: Modifications to the sanctuary: Fr Charles and David
  - a. Current set up means it is difficult for congregation to see the presider because the small altar is too low. If you use the existing large altar, it is too far up and away.
  - b. Proposal is to remove the top step of the sanctuary, so we can use the large altar and move the chairs closer. This should address the visibility issue. One quotation is \$24,000 approximately. David is procuring a further quotation. David will ask the builder to provide a sketch/design.
  - c. Parish Council agreed for David to look at another quotation. And a design of the proposed renovation from Law architects (Sandy Law) to show the Council at the next meeting.
5. SJA proposal: an initiative to promote all parish ministries. Postponed to next month
6. Liturgy Survey findings – Tiziana – postponed to next month
7. Evangelisation: Bringing community together. For discussion: ‘Would merging the two Sunday morning masses foster a stronger sense of community?’ – Fr Charles and Tiziana - postponed to next month
8. Action items
  - a. Discussion on items 5, 6, 7 items at our meeting in March.

Items for parish newsletter

The meeting took place today. For more information, see the parish website.

Next meeting: Thursday, 6 March,, 2025 – 2.30 pm.