

THE CATHOLIC PARISH OF HASTINGS (CPH)
FINANCE & ADMINISTRATION MEETING at 7pm Tuesday 09th May, 2023

Present: Brian Kelly (chair), Vipin Thomas, Jean-Ann Fergusson, Alan Stanley, Mark Sullivan, Fr Paul, Fr Trung, Lee Pepping (minute taker).

Apologies: Nil

Opening prayer: The committee recited the Parish prayer.

Minutes of the April 2023 meeting: circulated, read and confirmed.

Alan/Jean-Ann

Matters arising from the minutes of the previous meeting:

- One correction was made to the April meeting minutes as follows: Security lights at SH should have read Security lights at SPC.
- External painting of SPC hall – this will be put on hold as it is not urgent.
- OLOL heating – the switchboard will be upgraded to accommodate new heating. Heaters have been ordered. Chris Jablonski will assist with the installation & switchboard work.
- No progress on the use of Eftpos machines at Mass.
- Salary reviews – completed.
- SH roof leak, fascia repairs and painting – Approved. Jean-Ann will organise for this work to be completed *Alan/Vipin*
- SPC blocked drain – has been remedied by Mark. The drain is clear to the road. Mark has established a drainage/storm-water plan which has been submitted to Hastings District Council and is also in CPH records. Mark requested approval for Pro Seal to complete all the sealing required in the SPC carpark. Approved *Fr Trung/Alan*
- Security lights at SPC – completed
- OLOL confessional – people need the option of being face to face or not. This will be discussed with Dan Doohan.
- SPC lawns – the Tongan community will mow the lawns once a month.

Finance:

- Financial documents have been circulated. Discussion followed
- Sunday attendances continue improving. Collection income is ahead of the same time last year.
- Average Sunday Mass count about 900. *Alan/Vipin*

Correspondence:

- Nil

General Business:

- The rimu wooden sliding doors removed from the office meeting room – Alan will attempt to sell these or give them away to make room in storage shed.
- All existing CDF bank accounts will be combined into one account. Historical details of these accounts will be recorded.
Mark/Alan
- Immaculate Conception – Pakipaki has requested \$500.00 for up-grading the garden at the front of the church. Approved. *Fr*
Trung/Mark
- Signs for SPC and SH churches – information will be sought on electronic signs before a decision is made. Vipin will investigate.
- Aaron, Principal at St Joseph's School, has offered his services for work within the parish. Jean-Ann will talk to him about IT supports/ assistance.
- Fr Paul has had experience with the painting of buildings and is prepared to assist as required.
- SH outside tap leak – Mark has closed this and advised that this tap is no longer used.
- Health & Safety SH – Brian will add additional non-slip tape to the step down from the priest's seat.
- Fr Trung will be on leave from 23rd May until 5th July. Assistance will be provided by the Marist priests.

Meeting closed at 8.20pm.
Next meeting: 7pm Tuesday 11th July, 2023.