**St Francis of Assisi, Ohariu Parish**

**Leadership Formation Team** - Minutes of meeting on Monday, 2 August 2021, commencing at 7pm

**Attendees**: John Lawson, Paul Betham, Thomas Davis, Kitty McKinley,Shane Dinnan, Pete Roe, John Kleinsman, Clayton Dias

**Apologies**: Tim Gordon

1. Opening prayer/reflection
2. LFT 19 July 2021 minutes of meetings confirmed.
3. Action log noted.
4. Leadership & Ministry  
   Monday, 30 August 2021, was discussed for an invitation to nominated candidates for potential Leadership and Ministry roles going forward.
5. Meeting with ADW and Marists  
   Thursday, 12 August 2021, was discussed for the LFT meeting with + John and Tim Duckworth for 4pm at the Catholic Centre for those who are able to attend. Kitty will confirm and come back to LFT.
6. Office Manager  
   Thomas will liaise with Tim Gordon to confirm if vacancy for the Office Manager position is on the Parish website.
7. Portfolio updates
   1. Formation training – Pete Roe is working on a programme based on the joy of the Gospel helping people to shift their attitudes and how we respond to that. Richard Kerr-Bell is assisting with this personal development programme and Pete will keep LFT posted on progress. PLAG could also be involved with this and Kitty will follow up with Anna in that regard. Pete will prepare an article for the newsletter in relation to this.
   2. Youth – Sio is making connections with young people in the Parish but we have to do something different – maybe a visit to Arise Church might help.
   3. Property – Thomas undertook some handyman repairs on St Ben’s presbytery roof and will get a roofer to have a look at St Peter & Pauls old meeting room roof and report back to LFT.
8. Property Review  
   Thomas spoke to his paper which had been emailed to all LFT members and requesting various community groups and Ministries to complete their reviews by the end of August as part of our Parish response to Cardinal John Dew. Kitty and Thomas to check Parish calendar and confirm dates for reviews with various Parish groups and Faith communities with LFT members to facilitate and note feedback from the meetings.  
     
   LFT also took a special vote of thanks to Thomas Davis for his significant involvement and contribution to this critical piece of work for the long term benefit of the Parish.
9. General business
   1. Bus trip to Kapiti – LFT agreed to proceed with this proposal with an 8am bus departure time for parishioners on a date to be confirmed with Fr Michael McCabe.
   2. PPC Chairs meeting – Shane and Thomas volunteered to attend this meeting on 10 August and report back to LFT.
   3. Catholic Foundation Scholarships – Pete will send nomination forms to suitable families.
   4. Fitzgerald Awards – John Lawson put forward a nomination for services to St Francis of Assisi, Ohariu Parish, and to the Leadership Formation Team.
   5. Insurance renewal – Thomas discussing this matter with ADW and report back to LFT.
10. Next meeting – Monday, 16 August 2021.