



**FEDERATION**  
of Religious Institute  
and Ministerial PJP  
Catholic School Authorities  
in NSW and ACT

Minutes of the Meeting of Councillors held at 2 Thames St., Balmain NSW  
on 5 June 2019 at 10am

Present: Br Paul Oakley (Chair)  
Kitty Guerin (Secretary and Councillor)  
Paul Mastronardi (Deputy Chair)  
Marita Winters (Councillor)  
Frank Malloy (Councillor)

In Attendance: Greg Smith (Executive Officer)  
Kerrie Smith (for website presentation)

Apology: Leonie Keaney (Treasurer)

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Welcome: Br Paul welcomed those present.

Website & Espirito: Kerrie provided a presentation on the Federation's proposed website and advised that Councillors and members of the Education Policy Committee would shortly be receiving details to provide their access to the relevant portals. Greg advised that a news article and the next edition of Espirito would focus upon the work of the Education Policy Committee. Br Paul thanked Kerrie on behalf of the Council for her work on this project.

Agenda Items -

1 - Apologies: The Council noted and accepted the apology as recorded above.

2 - Acknowledgement of Country: Br Paul acknowledged the traditional owners of the land on which the meeting took place.

3 - Prayer: Kitty led the meeting in prayer.

4 - Conflicts of Interest: In response to enquiry from the Chair, no person present declared any conflict of interest in relation to any agenda item or other matters relating to the Federation.

5 - Section 127 Corporations Act: In response to enquiry from the Chair, the Executive Officer reported that since the last meeting, the following document had been executed in accordance with Section 127 of the Corporations Act.

- Document authorising the removal of Suzanne Fabian

and addition of Leonie Keaney as authorisers under the Commbiz online banking system with CBA Limited.

6 - Previous Minutes: RESOLVED that the minutes of the meeting held on 6 March 2019 be adopted.

7 - Business Arising from the Minutes:

**Meeting with Bishop Randazzo** – Br Paul reported that he had sought a meeting with either Bishop Randazzo or Archbishop Fisher depending upon availability. He advised that the absence of Bishops due to commitments in Rome during July and August 2019 may cause a delay in securing a meeting. Greg reported that the discussion notes for this meeting had been circulated to leaders of member religious institutes and PJPs as well as principals of members' schools. It was agreed that these notes should not be provided to Catholic Schools NSW until the Bishop or Archbishop had been briefed on their contents.

**Website and Espirito** – refer above.

8 – Correspondence: Nil

9 – Religious Exemptions in Anti-Discrimination Legislation:

The Council discussed the Australian Law Reform Commission's review of the framework of religious exemptions in anti-discrimination legislation across Australia. It was agreed that the Federation should play a role in keeping members informed on this process and any comments or submissions made by NCEC, but in respecting the diversity of views amongst members, it should not formulate any single position on behalf of members.

Greg and Marita agreed to stay abreast of emerging issues and keep the Council and members of the Federation informed.

10 – Education Policy Committee:

The Council noted the draft minutes of the Education Policy Committee meeting held on 17 May 2019.

Kitty reported that a survey on services to schools had been sent to principals of members' schools, the results from which would be presented and discussed at the next meeting, in the presence of executive staff of Catholic Schools NSW. The Committee discussed issues included in the survey and Greg undertook to circulate;

- details of school affiliations with block grant authorities (BGAs) and school representative bodies, and,

- methodology and quantum of funds distributed to BGAs in NSW.

11 – Executive  
Officer’s Report:

Greg reported on the following matters:

- The financial summary and cash flow showed the Federation to be in a sound financial position with approximately \$8,500 funds forecast to remain as at 31 March 2020, prior to receipt of 2020 subscriptions. Greg expressed concern that the level of subscriptions was insufficient to cover planned expenditure for 2020 without an increase of about 37.5% or receipt of funds from other sources. The Council agreed that this shortfall would need to be addressed later in the year when setting 2020 subscription levels.
- All records had been provided to the Federation’s auditor to allow the audit to be completed during late June or early July, ahead of consideration of the financial report by the Council at its next meeting.
- The Annual Information Statement would be lodged with ACNC by the due date of 30 June 2019.
- Payment for 2019 subscriptions had been received from all current members, however membership application from Sophia Education Ministries along with their subscription payment was awaited.

The Council RESOLVED that all Councillors be included as authorisers in the Commbiz online banking system.

12 - Other Business: Nil.

13 - Next Meeting: While the next meeting had been scheduled for 28 August 2019, Br Paul advised that he was not available on this date and the Council agreed that instead, the meeting be held at Balmain on Tuesday, 3 September 2019 at 10am. Greg undertook to inform Leonie of this change.

Closure: There being no further business the meeting closed.

Read and Confirmed as  
a true and correct record

Chair

Dated

## **ACTION ITEMS**

Minute 7	Meeting with Bishop Randazzo	- Br Paul
	Website & Espirito	- Greg
Minute 9	Religious Exemptions	- Marita & Greg
Minute 10	Survey of Schools' Requirements	- Education Policy Committee
	Meeting with CSNSW	- Education Policy Committee
	School Affiliations & BGA Funding	- Greg
Minute 11	2020 Subscriptions	- Council
	2018 Audit	- Greg
	2018 Annual Information Statement	- Greg
	Sophia Ministries	- Greg
	Commbiz Authorisers	- Greg
Previous Meetings	PIT Scores	AGDET