

OITC Committee Meeting Minutes

26th November 2025, 7:00 pm

Present: Bernadette Toal, Catherine O' Brien, Dympna Tipper, Gerard Monnelly, Lorcan Mc Dermott and Paul Thornton.

Apologies: Chrissie Fitzpatrick, Kieran O' Mahony,.

Opening Prayer

Catherine opened the meeting with a prayer.

Finance

Gerard presented the accounts to the end of October 2025. He also informed the committee that the finances for the year are currently with the auditor, Peter Birthistle.

He raised an issue in relation to the fact that Celebrants are now being paid by cheque. This is a positive step as it removes the issue of managing large amounts of cash however there is now an accounting challenge. The cheques are not being lodged in a timely manner. This means that while the payment is made in one month, it may be a number of months before it shows up in the bank statement. The options are

1. Record the payment in the month that the cheque is issued and then monitor the bank statement for it being cashed. There could be up to 12 cheques being monitored for in any given month. (Assuming an average of 2 cheques per month being issued and the fact that a cheque expires after 6 months.)
2. Record the payment in the month that the cheque is cleared by the bank. This means no tracking of cheques but leaves a potential liability on the finances of some €1,200 at any time. (2 cheques per month unclaimed over 6 months)

The committee approved option 2 for a period of 3 months so as to see what the impact is and how big an issue it could become over time.

Christmas Arrangements

Carol Service: This will take place on Sunday 21st December after the normal liturgy. There will be time after the liturgy for the usual hospitality, including mince pies and cream. The Carol Service will take place after the hospitality, at around midday. It will not be on-line as we do not have the technical facilities to broadcast the live music into the Zoom call.

Catherine is willing to be the co-ordinator of the service.

Lorcan will be the one who opens the gathering with a word of welcome.

Christmas Eve Liturgy: This will take place in Benildus and on-line at **6:30pm**.

Kieran will be the presider along with Bryan.

We will have hospitality after the liturgy to include prosecco (alcoholic and non alcoholic) and Panettone.

Lorcan will purchase the Prosecco and Bernadette will check with Kieran about the Panettone.

Appreciation to the Brothers in Benildus: Gerard will organise to purchase a hamper of goodies to present to the brothers.

Saint Vincent dePaul: The committee agreed that the collection taken up at our liturgy on Sunday the 7th December will be for St. Vincent dePaul. It was agreed to top the amount collected up to €1,000 from the common fund.

A.O.B.

JMS 2025: The John Main Seminar took place at the beginning of November in Balally Parish. A number of people from our community attended. Irene, who had taken part, asked permission of WCCM (World Community for Christian Meditation) to pass the link to recordings onto the group. They agreed to this with the provision that they are to be kept for personal use and not shared extensively on Social Media or WhatsApp groups.

Paul agreed to include the links to the recordings in the next weekly email that goes out to the community.

Planning an AGM: The January meeting will focus on planning the AGM.

Next meeting and Prayer leader

The next meeting will be on Wednesday January 14th at 7:00 pm, Lorcan will lead the prayer.