

OFFICE ADMINISTRATOR'S REPORT

After a busy end to 2022, in which I had to move home during the week before Christmas, I took a month off to holiday with family in Tasmania, planning return to the office at the end of January. Unfortunately, my return was delayed due to an enforced week of sick leave after I caught Covid on my return flight, so the year started later than planned and I took a few weeks to get back up to full speed. This was further complicated by the flooding of my flat in the Auckland Anniversary weekend storm. Many thanks to Kerry, Simon and Karel for assisting with a temporary move.

This year I have again served a number of times in the capacity of verger for weddings and funerals. While it is a privilege, and extra income for weekend work, it also adds an additional layer of stress to already busy weeks. So, if anyone is looking for some casual work, or just something new to do once in a while, I would be very happy to talk to you about verger training. As Izzi is currently the only other verger available on a regular basis it would be great to have at least a couple more people trained up, and this is not necessarily a young person's job. Anyone with some basic IT literacy and time on their hands would be welcomed onto the team.

Our staff team is now well established and works very well together. There have been many challenges during the last year, and new things to learn. Collaborating with Isobell on the parish magazine is an especially enjoyable and fulfilling duty for me, and I hope that you are encouraged by 'The Apostle' as we put our all into it to try to make it the very best publication it can be. My sincere thanks to Louise for her care and encouragement. Through her own difficult health and family issues this year she still takes the time to enquire, listen, sympathise, and support me, even messaging during her emergency trip France!

Our regular hirers continue to fill the Hall on most days and nights, with a wide range of groups using our premises – dances and dance classes, martial arts training, exercise classes, yoga and Pilates, social activities, and more. Some have been using our premises for many years, and others are new having only joined us this year. SpacetoCo.com has again added to our Hall and Social Lounge hire income with around \$6,000 generated through the website in 2023. We have a very wide range of people walking through our doors, and the logistics can sometimes be challenging. We have also rented several parking spaces through the week to a local real estate agency, and all these are a very helpful source of revenue.

Regular daily/weekly/monthly duties always keep me busy. The turnover of information we have in the weekly newsletter shows just how active our parish is. My thanks to Marie for her proof reading of newsletters each week, as well as magazine articles, brochures, etc. as required to ensure we present our printed material in a very professional manner.

In addition to my usual office duties we have had some larger projects and challenges this year which have ensured the role is never a boring one, most notably the Hall toilet fire and the acceleration of our building projects as a result. The fundraising added significantly to my role, especially in the midst of Garage Sale preparations, however the result has been incredibly encouraging and a testament to the generosity and support of parishioners.

Due to some personal challenges and health complications this year I don't feel I have been able to serve at my full capacity, however I hope and pray that I have come 'over the hump' and will endeavour to do my utmost to work hard for the parish through another year, and I hope that I have still continued to meet your expectations. Thank you for your ongoing support and trust, and please do get in touch at any time if I can be of assistance.

May God continue to bless the ministries of St Aidan's.

Anne Godman
Administrator