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## Minutes of the 829th Provincial Council Meeting

Hales Corners, Wis., January 30, 2013

PRESENT: Fr. Tom Cassidy, provincial superior; Fr. Bill Pitcavage, Fr. Ed Kilianski, Fr. Byron Haaland, Fr. Jack Kurps and Br. Duane Lemke, councilors; Dn. David Nagel, treasurer; Fr. Terence Langley, provincial secretary; and Mary Gorski, minutes.

- I. Council check-in – Councilors took time to update each other on themselves, ministries and personal concerns. Items of note:
  - The discernment ballots in preparation for the province election have been counted.
  - Several people connected with the former St. Joseph's Retreat Center in Baileys Harbor, Wis., died recently including Karen Powers. Ms. Powers was a lay missionary and later served as curator of the Waseda Gallery. Fr. Haaland was to have her funeral.
  - The Ira Moskowitz collection is now on display in the hallway leading to the Sacred Heart School of Theology dining room. The collection, procured by Fr. Dominic Peluse, was gifted to the seminary.
  - The Mississippi community took part in a retreat at the beginning of the year led by Fr. Haaland; it was well received.
  - Bishop Joe Potocnak is settling in well in Holly Springs. His passport has expired and he requested membership in the U.S. Province.
  - Fr. Cassidy recently took part in the CMSM retreat in Tucson. He noted that one of the communities had its entire council take part. Fr. Cassidy is going to suggest to the next administration that they do the same.
  - Br. Lemke will be taking part in a formation meeting in Rome in April. He has also been asked to speak at the Chicago inter-novitiate gathering about what it means to be a religious brother.
  - The novices have been visiting various province locations during recent weeks.
  - Frater Fernando Orozco Cardona spent Christmas break at Our Lady of Guadalupe, Houston. He was there last summer, and will be doing his ministry year at OLG. Fr. Kilianski said that he has done well giving reflections, in Spanish, on the readings at Mass. He also helped to prepare couples for marriage convalidation.
  - Fr. Kilianski recently celebrated his 30<sup>th</sup> anniversary of ordination. He was honored at an all-school liturgy at OLG.
  - Lawsuits in South Dakota that included Frs. Tom Lind and Bill Pitcavage were dismissed in December.
- II. Finance
  - A. Province Development Office
    1. Update — Dn. Nagel updated the council on the development office and his interaction with it. He has been attending the weekly managers' meeting and offering input on the work of the office. Dn. Nagel has encouraged the office to restructure

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its operation (including management) and revisit *Reign* magazine's design and use as well as development campaigns in general.

He has been in dialogue with the office concerning the implementation of ERIP (retirement packages), the status of the annuity program, excess inventory and general office finances.

He was a part of the interview process for the new development director and has been in communication with Sid Liebenson (new director) since he was hired on January 7.

2. Concerns — Dn. Nagel and the council have urged the Province Development Office to be in communication with the other two fund raising offices (Sacred Heart Southern Missions and St. Joseph's Indian School).

It is Dn. Nagel's opinion that the office needs to have an organizational restructuring. Restructuring should not be viewed simply as a way to reduce personnel costs or as a response to pressure from the Provincial Council, but as a way of helping the office work more effectively towards its primary goal: raising funds for province operations as well congregational financial commitments.

Br. Presto has done an excellent job in regards to office culture, enhancing communication between departments and creating a good work environment for employees. This is good, but if the office cannot serve its primary mission — to raise funds — the office does not function.

3. Restructuring memo — Dn. Nagel shared a memo Br. Presto sent to him regarding the office's proposed restructuring plan. As noted earlier, Br. Presto states that the primary reasons for restructuring are pressures from province administration, the recommendations of the October task force (done at the council's request) and a need to reduce costs. He states in the memo that the office is seeking to reduce labor costs by 10%.
4. Council discussion — Councilors talked in general about the Province Development Office. At the last meeting the council strongly suggested that the office be restructured to give the soon-to-be-hired development director more authority.
5. Action — The council asked that a review of the Province Development Office be done by two members of the October ad hoc committee, Kory Christianson and Steve Koepke. The council asks that Mr. Christianson and Mr. Koepke go back to the office to get a sense of how it is addressing the recommendations of the committee's report made in October, 2012. They are to also look at the management style of the office. The council would like their opinion as to whether the current management structure is appropriate to the mission of the office.

If it is possible, the council would like the review to be done in February, prior to Fr. Cassidy's departure for Italy.

It was suggested that Mr. Christianson and Mr. Koepke also seek the opinions of consultants who have recently worked with the development office, such as John Ris. How do they view the operation of the office?

6. Provincial Treasurer's role — The council affirmed the fact that the three development offices — Sacred Heart Southern Missions, St. Joseph's Indian School and the Province Development Office — report to the provincial treasurer. Dn. Nagel, as treasurer, has responsibility for oversight of these offices. He has the full authority of the council to do what he thinks appropriate to maintain and enhance the health and effectiveness of the offices. It is expected that the development directors of each office be in regular, direct contact with the provincial treasurer.

- B. Sacred Heart at Monastery Lake — The roof is about a week behind because of bad weather but otherwise construction is on schedule. As of January 14 all of the available apartments in the first public wing are rented. There is a list of 300 serious inquiries for the second wing, which is scheduled to be completed in July.

A lawsuit with Blenker Construction has been settled for \$45,000. Blenker was caught in the changes that took place when Carstensen left the project. All other claims have been settled and lien waivers received except for a claim from Freedom Fire, which is still in process.

- C. Christ the King Trust — The trust was established to pay for the building of Christ the King Church in Southaven, Miss. Money that the parish has contributed toward the building loan goes directly toward the principal. Dn. Nagel said that the

trust could make a \$1 million balloon payment next year to pay off the mortgage; this is something which the trustees will need to discuss.

The council voted to renew the following to three-year terms as trustees (current terms conclude at the end of January): Br. Ray Kozuch, Fr. Jack Kurps and Fr. Bernie Rosinski.

- D. General Finance Commission — Dn. Nagel noted that the General Finance Commission will meet at the Provincialate the week of February 25. The province development directors will be with the commission on February 27.
- E. Raymondville property — There has been interest in the former community house but no serious offers yet on the property. It is thought that an organization that does work with orphans and immigrants might make an offer.
- F. Financial Statements — Dn. Nagel made the financial statements of the province available to the council. He said that there were no irregularities and that all of the audits went well.
- G. Investment meeting — On February 12 there will be an investment meeting in the morning and a stakeholders meeting in the afternoon. All councilors are welcome to attend. There has been a 13% return on the Growth Fund and a 10% return on the Annuity Fund. The investments have done well.
- H. Justice, Peace and Reconciliation Director — Dn. Nagel is working with Linda Church, human resources manager, to advertise for a JPR director. They will interview prospective candidates and forward the strongest ones to Fr. Kilianski.
- I. SCJ Medical Plan — The treasurer's office looked at other possibilities for SCJ medical coverage but did not find one as comprehensive as what is being used now for a similar price.
- J. Sacred Heart School of Theology Facility Study — Dn. Nagel is a part of discussions regarding the long-term facility needs of SHST. Everything from heating and cooling to first floor remodeling is being explored. They are considering a five-year plan for renovations; fund raising will need to be done specifically for this need.

### III. Administration

- A. Policy regarding international SCJs studying in North America — Fr. Bill Marreeve, regional superior of Canada, contacted Fr. Cassidy about developing a policy for international SCJs doing advanced studies in North America.

Councilors said that each person's situation is unique but that it would be helpful to put in writing prior to the start of studies the expectations of the host entity (US or Canada), the entity of origin, and that of the student. Questions to be addressed: 1) the area of study, anticipated school and the degree expectations (master's? doctorate?), 2) the anticipated length of time required to obtain the degree, 3) the preliminary requirements (often, students must begin with ESL and score adequately on the TOEFL before being admitted to a graduate program), 4) financial needs and expectations (will the student require a computer?), and 5) expectations of participation in the local community (will the international student be expected to take part in the activities of the local community / region or province?).

Once the written agreement is in place, someone needs to monitor it. Perhaps the provincial secretary in the U.S. Province could do this.

There are many expenses in regards to international students including health care and airfare. It is important that international SCJs understand the financial consequences of changing plane tickets.

A councilor asked if long-term students should join the U.S. Province during their time of study. Fr. Cassidy said that current practice is that anyone ministering in the province for an extended period of time joins it, but that students have always remained attached to their home entities. When he is in Rome in February Fr. Cassidy will ask the general curia's opinion of students joining the province during their time of study.

Regardless if a student is a member of the province or region it is important to help the students feel welcome in the host entity. It was suggested that they be invited to take part in province activities such as assemblies.

Fr. Cassidy will share the council's discussion with Fr. Marreeve.

- B. Province jubilees — Fr. John Klingler, Br. Peter Mankins and Fr. Jim Schroeder celebrate their 50<sup>th</sup> jubilees of vows this year. Fr. Langley will check if there are any other vow anniversaries to include in the province jubilee celebration. Fr. Cassidy suggested that the celebration be held the Monday of the North American Congress in September. Fr. Schroeder is the contact person for the jubilarians.
- C. Transition of leadership — The council voted to do the transition of leadership on August 1. Because there will be an election assembly and the North American Congress this summer it was suggested that there not be an assembly between the end of the old and beginning of new administrations.
- D. Personnel
1. Fr. Guy Blair — Fr. Blair's father is thought to be nearing death; Fr. Blair said that if he passes away in the next few weeks the family plans to wait until spring to have a memorial service for him in Connecticut.
  2. Br. Clay Diaz — Br. Diaz concluded his program and is back with the Chicago formation community.
  3. Fr. Frank Clancy — Fr. Clancy has been diagnosed with macular degeneration and continues to have concerns with his feet. He hopes to travel to Texas with Fr. Mike Burke, and later to visit his sister in Florida with Fr. Jim Schifano.
  4. Fr. Paul Grizzelle Reid — It is thought that he is continuing with his incardination process.
  5. Fr. Mike McMillen — He has signed his paperwork and is no longer a member of the congregation.
- E. Houston — Frater Fernando Orozco will soon move to OLG to begin his pastoral year. To accommodate the extra personnel Fr. Richard Johnston will give up his room at the OLG rectory (he only uses it about once a month) and use the guest room at Fr. Frank Wittouck's residence when he is in Houston.
- F. Visitations
1. Pinellas Park — Fr. Cassidy said that his visitation of the retirement community in Pinellas Park was very good. The community has a good sense of calm. Br. Gabriel Kersting's memory is failing and has other health concerns but the community is tending to him well.  
  
Br. Brian Tompkins will go to Pinellas Park in March so that Br. Ben Humpfer can take part in the local superiors meeting.
  2. Sacred Heart Community at SHML — Fr. Cassidy said that it is challenging for the provincial to do a visitation of his own community. However, he said that it was good. Members occasionally clash over prayer styles but otherwise the community is functioning well. Fr. Brackin does a good job as superior.
- G. Election Assembly — Fr. Langley said that the election process is on schedule; results of the discernment ballot were to go in the mail shortly after the council meeting. Fr. Cassidy is organizing a Brewers baseball outing on Tuesday evening of the assembly. He is inviting residents from Sacred Heart at Monastery Lake to attend at their own cost.  
  
A councilor asked if tellers need to be appointed. Fr Cassidy said that the provincial secretary may appoint two tellers to assist him.
- H. Admissions Board — Br. Frank Presto has agreed to serve as chairperson of the Admissions Board.
- I. Local Superiors Meeting — The meeting of local superiors will take place March 13. The primary topic of the meeting will be the State of the Province report and how it will be processed on the local level in preparation for the Election Assembly. Fr. Kurps will prepare and lead a process for the meeting that can be replicated at the local level. Local superiors are to be reminded to read the State of the Province prior to the March 13 meeting. The process for reviewing the document will include the following steps:
- 1) Determine if anything in the report needs clarification, 2) identify concerns not addressed in the report, 3) identify two to three challenges and opportunities for the future provincial administration to address.

Each local community will be expected to send a written report from their discussions of the State of the Province.

Fr. Cassidy and Fr. Langley will prepare the schedule for the superiors' meeting. Fr. Langley will ensure that all of the superiors are aware of the meeting and that rooms are reserved for visiting superiors.

- J. Meetings and travel — Councilors briefly discussed the costs of in-person meetings. Often, in-person meetings are necessary but members of the province should be encouraged to use phone and internet conferences when possible.
- K. Conclusion of term — This administration will end its term in a few months. Councilors discussed the possibility of listing concerns and/or issues that they think significant for the next administration to be aware of. Such concerns include personnel needs in the future, especially in regards to formation and major province apostolates, as well as ways of transferring the authority of the province to the next generations.

Councilors said that perhaps this could be done in a brainstorming session of approximate 30 minutes at a future meeting.

- L. Provincial Chapter — As noted earlier, the Pre-Chapter Planning Committee met in January. The next meeting will be on May 8. Mary Gorski will take minutes.
  - M. Mary Gorski's involvement at Generalate — Fr. Cassidy updated the council on Mary Gorski's recent and upcoming involvement with the General Curia. She assisted at the meeting of SCJ bishops, will be taking part in the March European superiors meeting (writing reports and taking photos) and assisting at the June meeting of SCJ secretaries. It was noted that the province gets a lot of information for its own communications when she takes part in such activities on the general level.
  - N. Asia — Fr. Cassidy said that he will be at the dedication of the new house in Vietnam in April; the U.S. Province financed it. Fr. Bernie Rosinski will also be there. He will be in the Philippines at that time assisting with English studies. Each year the U.S. Province, at the request of the Philippines, tries to send a senior SCJ to help students with their English. Fr. Rosinski went last year and is helping again this year.
  - O. Community Review Board — Fr. Pitcavage and Fr. Langley attended the first meeting of the CRB and said that it went well. It was noted that 2007 policies need to be updated in regards to supervisors. The previous policy allows multiple supervisors but that is no longer the case.
- IV. Future meetings — It is hoped that Monsignor Ross Shecterle, president-rector of SHST, can meet with the council at a future meeting

The council will next meet by Conference Call on Monday, February 11 at 9:30 a.m. (central).

## CALENDAR

|                   |  |
|-------------------|--|
| March 13:         | Local Superiors Meeting                                  |
| March 14:         | Provincial Council Meeting                               |
| April 8-9:        | Mission Education Conference, St. Joseph's Indian School |
| April 30 – May 1: | Provincial Council Meeting (budgets)                     |
| Week of June 3:   | Province Election Assembly                               |
| August 1:         | Installation of new administration                       |
| September:        | Fr. General's visitation to North America                |
| September 24-27:  | North American Conference, Hales Corners                 |

### 2014:

July 7-11 Provincial Chapter

## UPDATES

**FR. PETER MASTROBUONO** has a new email address: frpetermas@gmail.com

**FR. DON BARND'S** email address in the personnel directory is off by one letter. It should be: frbarnd@gmail.com

**FR. GUY BLAIR'S** phone number listed in the personnel directory for his residence is incorrect. It should be: 605-734-6122

### **ERMIN AND PAULINE HUMPAL (HONORARY SCJS)**

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## NECROLOGY

**BR. BORTOLO RAVELLI**, a member of the North Italian Province, died January 30. He was born in 1944 and professed in 1960.

**FR. HARRY PEELS**, a member of the Dutch-Flemish Confederation, died January 21. He was born in 1934, professed in 1954 and ordained in 1959. f

**FR. EMILIO CIARROCCHI**, a member of the South Italian Province, died January 18. He was born in 1936, professed in 1954 and ordained in 1964.