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Minutes of the 863rd Provincial Council Meeting Held by conference call July 21, 2016

PRESENT: Fr. Ed Kilianski, provincial superior; Fr. Quang Nguyen, Fr. Duy Nguyen, Fr. Christianus Hendrik, Fr. Jack Kurps and Br. Frank Presto, councilors; Mary Gorski, recording secretary.

- I. Minutes – The council voted to approve, with minor corrections, the minutes of the 862nd Provincial Council meeting.
- II. Mississippi — The council voted to appoint Fr. Thi Pham as the local superior of the Mississippi community. It also voted to approve Fr. Greg Schill as first councilor and treasurer. The entire community was named as house council.
- III. Lower Brule Pastoral Team — Fr. Hendrik asked about the appointment of a moderator for the Lower Brule Pastoral Team. Fr. Kilianski said that this is an issue for the pastoral team to discuss. However councilors suggested that Fr. Hendrik and Fr. Vincent Suparman might want to consider being co-moderators. Both should be on the bank account so that either can sign checks. Each can cover for the other when one is out of town.

Fr. Kilianski will write a letter to Fr. Joe Dean thanking him for his prior service as team moderator.
- IV. Acting provincial superior — Fr. Kilianski will be out of the country July 22 through August 4 for World Youth Day. Fr. Quang Nguyen, vice provincial, will also be out of the country for WYD from July 22 through August 1. Although both will be available via email and cell phone, if needed, Fr. Jack Kurps will serve as acting provincial superior during Fr. Ed's absence until Fr. Quang returns to the United States.

Minutes of the 864th Provincial Council Meeting Held by conference call August 16, 2016

PRESENT: Fr. Ed Kilianski, provincial superior; Fr. Quang Nguyen, Fr. Duy Nguyen, Fr. Christianus Hendrik, Fr. Jack Kurps and Br. Frank Presto, councilors; Fr. Byron Haaland; Mary Gorski, recording secretary.

- I. Raymond property – The council discussed a property in Raymond, WI, which is under consideration for purchase to use for the novitiate. It is a 13-acre property with a four-to-five-bedroom house and a large metal out-building. To meet the needs of the novitiate the house would need an addition that would include three to four bedrooms and several bathrooms. Dn. David was asked to give a rough estimate of what the renovations might cost; he suggested \$250,000 – \$300,000 as a starting point.

- II. Zoning concerns — The property would need to be rezoned by Racine County for conditional use as a religious residence. Plans for remodeling and renovation would need to be brought before the Racine board as a part of rezoning request. Kathleen Dahlgren, province attorney, was consulted about this. She expects that the process could take several months. Dn. Nagel estimated that it would take three to four months to have remodeling plans drawn up; the cost would be several thousand dollars for the plans. An offer for purchase would need to be contingent upon rezoning approval.
- III. Other costs — Besides the costs of purchase and renovation there are significant maintenance issues that would need to be addressed. Most likely the septic system would need to be updated (for comparison, this cost approximately \$30,000 when it was done at St. Francis Residence on Woods Road) and the roof most likely needs to be replaced.
- IV. Discussion — Councilors discussed the property and the issues presented. There is a strong desire to move the novitiate out of the Dehon Formation Community in Chicago, but the costs and other concerns regarding this particular property are significant. Some questioned whether the province could afford the expense of what is being suggested.

Several councilors asked if the Woods Road or Dehon House properties could be adapted for use as a novitiate. Woods Road is not a viable option; the City of Franklin would most likely not approve requests the remodeling necessary to accommodate more people on the property.

Dehon House has six bedrooms; this would be large enough for the novitiate. However, using the house would require its current residents to move, most likely to Woods Road. If this happened, most likely the two current residents in the large house at Woods Road would need to move, perhaps to SHML.

Fr. Haaland, who proposed the Raymond property, spoke about what is ideal for the novitiate. He suggests that the Raymond location is excellent for several reasons: it is removed from the city and from other SCJ communities, but not too far. It is in a quiet and prayerful setting, which is ideal for the novitiate year.

- V. Whether to pursue purchase — Fr. Kilianski asked councilors' opinions regarding pursuit of the purchase. Each councilor expressed hesitation about the Raymond property. The cost is a significant concern, as is the process (preparing for and applying for a zoning modification). Several councilors also noted that novitiate class size is unpredictable. There might be four novices next year, but that is uncertain. After that, there might be a couple of years with no novices. Or, in several years there could be an even larger novitiate class. Is such a significant financial commitment prudent given the yearly unknown needs for the novitiate?

Councilors said that they would prefer to use Dehon House or rent a property for a year as opposed to pursuing the Raymond property.

Fr. Kilianski said that he appreciated the input of the council; it is clear that councilors are not in favor of pursuing purchase of the Raymond property and he will abide by that.

Minutes of the 865th Provincial Council Meeting September 13-14, 2016, Hales Corners, WI

PRESENT: Fr. Ed Kilianski, provincial superior; Fr. Quang Nguyen, Fr. Duy Nguyen, Fr. Christianus Hendrik, Fr. Jack Kurps and Br. Frank Presto, councilors; Dn. David Nagel, provincial treasurer; members of the Justice, Peace and Reconciliation Commission (Frater Joseph Vu, Fr. Greg Schill, Fr. Wayne Jenkins, Fr. John Czyzynski and Fr. Bob Bossie – Fr. Johnny Klingler was absent) and Mark Peters, province JPR director, for a discussion of the commission's work; Mary Gorski, recording secretary.

- I. Extended prayer and check-in — Councilors spent the first morning in prayer and reflection. The focus of the reflection was on the General Administration's request for a Province Plan. Discussions from that reflection were later brought to the meeting to provide the framework for developing a plan.
- II. Fr. Jean Marie Signié — The council welcomed a visit from Fr. Signié, the provincial superior of Cameroon; he was in the US and Canada for several meetings. Fr. Signié started by thanking the US Province for the support that it has given to the Cameroon Province over many years. He hopes to continue and enhance a collaborative relationship between the US and Cameroon Provinces.

Cameroon is the youngest province in the Congregation; for many years it was a region under the jurisdiction of the French Province. The province currently has 113 members, approximately half of which are in formation. There are 12 SCJ communities in Cameroon and another two in Chad, which Cameroon helps to support. Most ministry is in parishes, but the province also supports a program for at-risk youth. The province has been invited to return to the north of the country where SCJs once served. This is a very challenging area.

The country is bilingual (English and French) and the province reflects this: the philosophy program is in English and the theology program is in French. Cameroon also has students studying in Rome, Belgium, Ireland, Germany, and Portugal (preparing for the mission in Angola).

Fr. Signié spoke about his province's plans for the future, especially in regards to financial self-sufficiency. The SCJs hope to build student housing near a university for rental income in the near future, and several years from now, develop a multi-use conference center. Two parcels of land have been purchased for these projects. The estimated cost for the first project is \$400,000.

Agriculture is another possibility for income; the province already does some minor farming.

In the future, Fr. Signié would like to send members of his province to the US for ESL and other studies. The council clarified that the US Province can subsidize the costs of SCJs from other entities — including Cameroon — for study in the United States. Arrangements for such subsidy are to be made between the superiors of each entity. Regarding financial assistance for projects such as the student housing that Fr. Signié described, Fr. Kilianski emphasized that the General Treasurer has asked that all major requests go through his office. Perhaps possibilities can be further explored during the Major Superiors meeting in November.

Fr. Kilianski thanked Fr. Signié for his visit with the council. Fr. Signié expressed his thanks for the time and welcomed Fr. Kilianski and councilors to visit Cameroon.

III. Administration

- A. Visitation — The focus of the provincial visitations during the first year of Fr. Kilianski's term was "Community Life." Following positive feedback on the style of those visitations, Fr. Kilianski is planning a similar format for the upcoming year. The focus will be on "Living Simply." Section 4 from the 2014 Chapter Synthesis (Living Simply) will be the starting point for conversations on this. Fr. Kilianski asked for feedback and suggestions.

It was noted that the vow of poverty fosters community life; living simply isn't just about developing a relationship with the poor. Living simply as a religious means living communally, sharing goods and talents. Fr. Kilianski emphasized that "living simply" is not only an individual action, but a choice in the local community, at the province level and at the general level. It includes accountability and transparency. It means putting the good of the whole ahead of the desires of an individual.

Fr. Kilianski hopes that the visitation theme can be a spark to start conversations that will lead to action. Learning how to

better “live simply” isn’t just something that the council wants, it is something that was brought forth as a priority by the last province chapter.

As he did with his last visitations, Fr. Kilianski will ask local communities to later identify steps that they are taking to address the theme. Councilors agreed that communities benefited from this last time.

Dn. Nagel prepared notes regarding “Living Simply;” he and Fr. Kilianski will review these together after the council meeting.

B. Membership

1. Fr. Francois Tsonga — Fr. Tsonga, a member of the Cameroon Province, has been ministering in the Diocese of Brownsville for several years, primarily as a hospital chaplain. Fr. Signié met with him and the bishop of Brownsville. They agreed that Fr. Tsonga will remain in the diocese until July 1, 2017, to finish his current commitment. The bishop was positive in his remarks about Fr. Tsonga and his work.

Fr. Tsonga would like to live and serve in the US Province. Fr. Kilianski and Fr. Signié are open to this. If the Cameron Provincial Council agrees, Frs. Kilianski and Signié will prepare a contract (most likely for three years) outlining the expectations of Fr. Tsonga’s time with the US Province. It was suggested that he begin with the ESL program and then be assigned to a province ministry.

Fr. Kilianski will invite Fr. Tsonga to attend the Mission Education Conference.

2. Angel José Romero-Olivas — Fr. Q. Nguyen updated the council on Mr. Romero-Olivas’ progress in ESL; he was accepted as a candidate but it was determined that he needed more English studies before doing advanced studies in Chicago. Fr. Paul Kelly has served as an ad hoc formation director while Mr. Romero-Olivas has been in the ESL program at SHSST. Kelly Kornaci, the ESL academic director, said that his English is at a level where he could do college work with some struggles. She suggested that he remain in ESL until the end of the year; he would then go to Chicago in January.

It was suggested that while he is in ESL that he more strongly connect with the Dehon Formation Community, joining it for First Friday reflections and other moments.

- C. Clerical clothing — A member of the province expressed concern to the formation team about seeing photos of two non-ordained SCJ students wearing clerical clothing during World Youth Day. It was noted that in several entities seminarians often wear clerical clothing, including cassocks. Poland is one such entity. The use of clerical clothing by the fraters was appropriate to the customs of the country they were in.

It was noted that younger religious identify more strongly with symbols such as the cassock. While the concerns of older members of the province need to be heard and respected, those of the younger members need to be as well.

Fr. Kilianski is going to seek to clarify the congregation’s stance on clerical clothing, in particular, its use by non-ordained members. He will have Fr. Wayne Jenkins research decisions made at the general chapter (it is thought that this was discussed at the 1979 chapter) and also contact Fr. Stephen Huffstetter to get the General Council’s input on the issue.

- D. Uruguay — The General Council would like the US Province to consider sending one of its members to Uruguay for a long-term assignment to help revitalize the missionary team serving there.
- E. “Instruments of Hope and Healing” — Br. Presto outlined the changes made to the “Instruments of Hope and Healing”; the revised document took effect on August 15, 2016. Among the more significant changes is the requirement that religious communities do “a review of publically accessible content on all social media, personal blog sites and websites associated with accounts” controlled by applicants for candidacy. Br. Presto is going to speak with Linda Church, province Human Resources director, to get information about how this is done. It was noted that many employers do social media checks on potential hires as a part of the interview process. He has been in dialogue with Kathleen Dahlgren, province attorney, about this as well.

Br. Presto will prepare a draft of policy changes to be reviewed at the November, 2016, council meeting.

- F. Election Assembly — The council voted to schedule the next Provincial Election Assembly for July 23-27, 2018 (It will begin on Monday afternoon and conclude at noon on Friday) and that the new administration will take office in September, 2018.

Province procedures state that an SCJ from another entity needs to serve as a moderator, though he can work with a co-moderator. The council hopes to soon schedule a trained facilitator to serve as co-moderator for the assembly. Members of the council are to surface names of SCJs to serve as co-facilitator. These will be discussed at the next council conference call.

- G. 2017 Province Assembly — The council discussed whether it should schedule a province assembly for 2017. Most councilors were in favor of doing so, noting that many find it beneficial to come together as a province at least once a year and that the assembly offers an opportunity to share information on various topics. The council voted to have a province assembly in 2017. It is scheduled for June 5-9, 2017, with the province jubilees celebrated the evening of June 5.

Suggested topics for the assembly include Catholic social teaching and perhaps Praesidium training.

- H. TOEFL score for candidates — The scoring system for TOEFL (Test of English as a Foreign Language) has changed. The council voted to revise the admissions policy to reflect the new system. The minimum TOEFL score for candidates will now be between 60-80 and/or appropriate to the minimum guidelines required by the institution at which the candidate will study.

The council does not want to disqualify potential candidates simply on the basis of English language skills. However, proficiency in English is a necessary requirement for higher studies in the United States as well as ministry and community life within the US Province.

The provincial superior can make exceptions which would allow for a person to be approved by the Admissions Board with the stipulation that he be given a defined period of time to study ESL in order to bring his TOEFL score to the appropriate level.

Councilors emphasized that it is imperative that if a person is accepted on the condition that he begin with ESL that an SCJ be available to accompany him (in some cases, as an ad hoc formation director) who is able to appropriately communicate with him. For example, if the candidate is only able to communicate well in French, an SCJ with proficiency in French would need to be available to accompany him.

Another option is to encourage a potential candidate who needs further English to take ESL prior to applying for candidacy. In some cases, the province might consider limited financial assistance for such study.

It was noted that ESL could be studied in Chicago so that the person would be with the Dehon Formation Community. Fr. Q. Nguyen is going to seek information about ESL programs in Chicago.

Details regarding exceptions to the TOEFL standards are to be developed by the Admissions Board and brought back to the council. Fr. Q. Nguyen is to speak to the board about this.

- I. Justice, Peace and Reconciliation Commission — The council spent an hour visiting with the JPR Commission, along with Mark Peters, province director of JPR.
1. General discussion — Fr. Czyzynski began the discussion by saying that the commission wanted to find a way to best focus its work. The commission wants to be mindful of the desires of the Provincial Council but also acknowledge what is practical for the province membership. With fewer SCJs, how does the province address both “feet” of social justice: direct service and systemic change? He noted that most of the social justice ministry that is now done in the province is direct service.

Councilors shared comments that they had heard from several SCJs who have felt that their work in direct service is viewed by members of the JPR Commission as secondary to efforts toward systemic change. That may not be the intent of the commission or the JPR director but it has been a perception felt by a significant number of SCJs in the province.

The council emphasized that the two feet of social justice do not have a dichotomous relationship; one is not exclusive or more important than the other. Many examples were given of how direct service can lead to systemic change. Fr.

Dehon himself was immediately moved to direct service that eventually led him to seek systemic change. The word “continuum” was often used to describe the interrelated nature of direct service and systemic change.

Among the commission’s future tasks will be to acknowledge and build upon the work already being done in the province, work with the formation program to ensure that social justice is an integrated part of the formation process (beyond taking a class in social justice), and work to strengthen collaborative efforts with the laity.

2. JPR director job description — The JPR commission would like to revisit the job description for the JPR director. Councilors suggested that the commission look at it and if changes are needed, bring back a proposed update for the council to review.
3. Commission terms and membership — The council agreed with the recommendation to appoint members to the JPR Commission for three-year terms. Councilors further suggested that more younger SCJs be invited to serve on the commission. The JPR Commission chair can invite members to serve who would then be appointed by the council.
4. Thank you — Fr. Kilianski thanked the committee and the JPR director, Mark Peters, for their work.

J. International SCJs

1. Fr. Dharma — Fr. Dharma from the Indian District was originally to come to the United States to study communications. However, he was unable to get a visa. Instead, he is enrolled in a ten-month communications program in India which the US Province is financing. When he is done he would like to come to the United States to do ministry for three to five years. The council is open to this, but as with all SCJs coming from another entity for study or ministry a contract needs to be made outlining expectations.
2. Fr. Mariano — Fr. Mariano, also of the Indian District, has expressed interest in studies in the United States. Details have not been developed.
3. Fr. Heru Ismadi — The former secretary general (a member of the Indonesian Province) is in the process of doing paperwork for studies in the United States starting in January, 2017. He would begin with the ESL program.
4. Indonesian Province — Fr. Hendrik has been in communication with the Indonesian provincial superior about the possibility of sending another Indonesian SCJ to serve in South Dakota. He is open to this.

- K. SHSST president-rector — Fr. Kilianski updated the council on the SHSST president-rector situation. Fr. Kilianski wrote to the provincial superior of the Brazil-Sao Paulo Province to find out if there is an SCJ there who would have the qualifications to be SHSST president-rector. The province operates a major seminary in Taubaté. The BSP council will meet in October and discuss the issue then. Fr. Kilianski has also been in contact with the general administration.

L. Local Superiors

1. Training workshop — A training workshop for local superiors will be held during the March 13-14, 2017, Local Superiors Meeting in Hales Corners. The workshop will include the local superiors of the US Province and Canadian Region, both of which have several first-time superiors.
2. Installation — The new superiors appointed during the past few months have not been formally installed. Fr. Kilianski will do this during the upcoming visitations.

- M. Minutes — The council voted to approve the minutes of the 863rd and 864th Provincial Council meetings.

- N. Dehon Study Center — The council approved a proposal for the Dehon Study Center; the proposal was developed by David Schimmel, director of Dehonian Associates, in collaboration with Fr. John van den Hengel and Fr. Jim Schroeder. The center will remain at Sacred Heart at Monastery Lake; David Schimmel will be the part-time director. An advisory committee will include Fr. van den Hengel, Fr. Schroeder, Fr. Charles Brown and one or two other members, preferably younger SCJs. **The proposal is attached as Addendum A.**

- O. North American Dehonian Theological Commission — Each continent in the congregation either has or is developing a Dehonian Theological Commission. The council agreed with Fr. John van den Hengel’s proposal to begin a North American

commission. Members will include the Advisory Board to the Dehon Study Center, and others. Commission members will be invited to take part in the next Dehonian Theological Seminar to be held in Yogyakarta, Indonesia in July, 2017.

- P. Novitiate — During its July 12-13 meeting, the Provincial Council affirmed that the novitiate would remain in the United States for the next novitiate class. Since then, the council has explored various options for the location of the novitiate. One option is to seek a property close to but not in direct proximity to SCJ communities in Milwaukee and Chicago. Fr. Kilianski presented such a property for consideration; it is located near Racine, WI.

The council voted to authorize Dn. David Nagel and Fr. Ed Kilianski to explore the specifics of the Town of Raymond property to determine whether it would be appropriate for the province to make an offer for purchase. Issues to be reviewed include zoning concerns, necessary property improvements and possibilities for use by the province outside of the novitiate (for example, as a house of prayer for the province). It was noted that any such purchase will need to be reviewed by the Province Finance Commission before it can be brought to the council for authorization.

IV. Finance

- A. Province Development Office — The mailings implemented by the new direct mail team (headed by Kory Christianson of St. Joseph's Indian School) are doing fairly well; several new initiatives are being tested. There have been significant cost reductions through collaboration with St. Joseph's Indian School in vendor orders. The fundraising effort for the new driveway at Sacred Heart Seminary and School of Theology went well. Results of holiday fundraising will be a key marker in analyzing the office's efforts.
- B. Investments — The Province Investment Committee met with the new consultants from Merrill Lynch: Courtney Moore and James Ryan from the Ryan Group. The Ryan Group provides global institutional consulting and works extensively with faith-based organizations. The Investment Committee and stakeholders felt that the Ryan Group was a good fit. Dn. Nagel noted that the market is currently seeing volatility.
- C. Annual Meeting of the Board of Directors — The Board of Directors of the US Province of the Congregation of the Priests of the Sacred Heart held its annual meeting on September 14, 2016. During the meeting, Schenck Business Solutions was hired to do the annual audit and the following were persons were elected as officers of the board:

President:	V. Rev. Edward Kilianski, SCJ
Vice President :	Rev. Quang Nguyen, SCJ
Treasurer:	Dn. David Nagel, SCJ
Secretary:	Br. Francis Presto, SCJ

The Provincial Council voted to approve the minutes of the Board of Directors.

- D. Corporate Resolution — The council voted to renew the following Corporate Resolution:

BE IT RESOLVED, that the Priests of the Sacred Heart, Wisconsin religious corporation, hereby authorizes Deacon David Nagel, SCJ, Corporate Treasurer to execute any and all documents on behalf of the corporation in connection with corporate financial matters, including but not limited to, applications, authorizations, agreements, purchases, account transactions and stock transactions.

- E. Province finances — Dn. Nagel shared with the council a summary of pre-audit province income and expenses for 2016. Total income was \$11,602,051 and total expenses were \$11,451,802. Net assets at the end of the period were \$1,821,566 more than at the beginning. Dn. Nagel noted that St. Joseph's Indian School increased its contribution to the province by \$1.5 million in 2016. Also, the province removed \$300,000 from the education fund.

In the next fiscal year several costs will be reduced. The rental of a room at the Congregational Home for use as a chapel has been discontinued, saving the province \$120,000 a year. Also, following the completion of several projects on the SHSST/SHM campus, property management costs are expected to be down \$500,000 during FY17.

Dn. Nagel said that generally the province operates on a balanced budget but the past few years have been challenging financially.

- F. Updated Guidelines for Local Treasurers — Dn. Nagel presented the updated Guidelines for Local Treasurers, based on the Norms of 2004. Previously, financial reports from the local treasurer were sent to the provincial superior. However, common practice during the past ten years has been to submit the quarterly reports to the provincial treasurer. The updated guidelines reflect that.

It was suggested that not only should the local treasurer provide a quarterly report to the provincial treasurer but that the report be reviewed by the local community.

One of the councilors spoke of the frustration that a local treasurer may have when a member does not share financial details. It can make bookkeeping difficult and goes against the wider issue of accountability in community. Fr. Kilianski emphasized that this is an issue for the local superior to address; the treasurer only has the responsibility of raising the concern to the local superior.

It was agreed that at the start of each local visitation Fr. Kilianski will review the Guidelines for Treasurers with the local superior and local treasurer.

The council voted to affirm the updated Guidelines for Local Treasurers with minor changes noted at the meeting. **The updated guidelines are attached to these minutes as Addendum B.**

- G. SCJ Medical Plan — The yearly cost of the SCJ Medical Plan is approximately \$1.7 million in claims and administrative costs. The contribution for last year was \$1.235 million from the membership and \$475,000 from the operating fund. The monthly contribution from each SCJ is \$1,150. Dn. Nagel proposes raising the contribution level to \$1,180 to meet the 90% funding level approved by the last Provincial Chapter.

The council voted to approve raising the monthly SCJ Medical Plan contribution to \$1,180 per member starting July 1, 2017.

- H. SCJ Support and Maintenance Fund — Investment returns for the fund during the past four years have been very low. This, combined with the rising costs for SCJ medical care have had a negative impact on the funding level for SCJs who are no longer in ministry. Dn. Nagel proposes increasing the contribution level for active SCJs to \$400 per month.

Before voting on Dn. Nagel's proposal the council discussed several related items.

Income from Sacred Heart at Monastery Lake was originally slated to support retired SCJs. However, it has instead gone to the needs of the wider province budget. Dn. Nagel suggests that the SHML income be placed directly in the trust.

Noting that over 50% of the province has retirement status, Dn. Nagel said that the Support and Maintenance Fund is being financed by 38% of the membership; this level of support will decline as more members reach retirement status. The Support and Maintenance Trust pays the monthly insurance premium for Medicare coverage for retirees and the cost of nursing home care.

Dn. Nagel suggested several possibilities to consider in the future, including revisiting nursing care options. Seniors have expressed their desire for nursing care to be in a Catholic facility. The Congregational Home is not Catholic. And while the care provided there is excellent, it is one of the most expensive facilities in the Milwaukee area. Also, it does not take Medicare payments. Dn. Nagel is aware of at least two Catholic nursing care facilities that are less expensive and also have excellent reputations: Villa St. Francis and St. Camillus. He noted that other priests and religious have used St. Camillus. The last Provincial Chapter requested that this issue be reviewed.

Dn. Nagel has asked Barbara Haag, manager at Sacred Heart at SHML, look at nursing care options. The council is in agreement with this, noting that there needs to be a compassionate response to the well-being of each individual while also keeping in mind the greater good of the whole province.

Dn. Nagel also said that in the future the province may want to consider raising the retirement age for SCJs. The federal government has raised the age at which people can collect their full social security benefits and most dioceses have raised their retirement age for priests. If the province were to consider raising the retirement age it should do an age-graduated scale so that those closer to the current retirement age are not affected by a possible change. Councilors agreed that it is an option to look at but that retirement age should not be based primarily on financial concerns.

It was suggested that a study be done in regards to the history of the current province retirement age — how and when was it established?

Regarding the investment of funds in the Support and Maintenance Trust, Dn. Nagel said that trustees agreed to move the funds from an individual account to the Growth Fund. As a stakeholder in the larger fund the trust is expected to see greater returns.

The council voted to approve raising the contribution level of active SCJs to the Support and Maintenance Fund to \$400 per month.

- I. Province Ministries Trust — Dn. Nagel has been talking with province entities about the possibility of creating a Province Ministries Trust. Funds would be contributed by entities within the province to support various projects with either low-interest loans or in some cases, grants. The pooled money would create greater interest than being held by each province entity on its own. Also, as a separate corporation the assets would be protected in the event of a lawsuit.

Several have expressed interest in the fund, including St. Joseph's Indian School. Fr. Kilianski said that as individual SCJs and local communities are asked to be more mindful about their spending that excess local funds could also go to the fund. This would be a way for each member of the province to have a sense of supporting all of the works of the province.

- V. Response to General Plan — In preparation for the November 2016 Major Superiors Meeting, the General Council asked that each entity develop a long-term plan that can be followed in the entity until the next General Chapter (2021). The Provincial Council discussed this during its morning of prayer and reflection and developed a response based on the three priorities of the General Plan: 1) Marks of Mercy in Formation, 2) Marks of Mercy with the Poor, and 3) Marks of Mercy in Evangelization.

In formulating its response, the Provincial Council reflected on the local communities' input to the General Council's first task from the General Plan: "By April 4, 2016, before the General Council begins its meetings for the spring session, list the five actions that can be immediately started in your entity in this year."

The full response to the General Administration is attached as Addendum C.

- VI. Next meeting — The council will meet by conference call on Thursday, September 22, at 10:00 a.m. to review these minutes and discuss options for moderators at the 2018 Election Assembly.

Proposal for
The Dehon Study Center
Priests of the Sacred Heart
7330 S Lovers Lane Rd
Franklin WI 53132

Purpose: The purpose of the Dehon Study Center is

- to preserve the writings of Leo John Dehon, SCJ, other foundational texts of the Priests of the Sacred Heart, and works on SCJ charism written in English
- to translate texts from French and other languages into English
- to provide an understanding of the background, context, and development of the writings of Leo John Dehon, SCJ, and other foundational texts of the Priests of the Sacred Heart
- to disseminate world-wide these texts in digital and/or hard copy formats among
 - SCJs
 - SCJ candidates
 - Dehonian Associates / Dehonian Laity
 - collaborators in SCJ ministry
 - interested laity
- to collaborate with the Center of Dehonian Studies in Rome and provide it with digital copies of the English translations of these texts
- to maintain a website providing an online access to these texts
- to be a resource for academic research

Personnel: Involved with the Dehon Study Center are

- a part-time director [8 hours per week]: David Schimmel
- an Advisory Committee: James Schroeder, SCJ, John van den Hengel, SCJ, plus one or two younger SCJs to be determined
- SCJs with specific expertise to be consulted as needed
- contractors as needed:
 - IT
 - translators
 - typists
 - clerical services

Responsibilities of the Director:

- seek the guidance of the Advisory Committee regarding prioritizing, confirming, and evaluating projects
- report regularly to the Provincial and Council, and to the Province members
- oversee the good order of the Dehon Study Center and its projects
- propose an annual budget

While not part of the proposed description of the Dehon Study Center and the responsibilities of its director, the following presents the initial steps in fulfilling the purposes of the Dehon Study Center.

Immediate Goals:

- organize the Dehon Study Center
 - remove P. J. McGuire's personal books that are not related to the writings of Fr. Dehon or other foundational texts
 - catalogue the Center's holdings
 - transfer multiple copies of published translations to the Archives
 - access information from P. J. McGuire's computer and I-Pad
- consult English-speaking SCJ entities and the Center of Dehonian Studies in Rome regarding preferred texts to be translated into English

Long-term Goal:

- identify, call, and prepare a young SCJ to carry on the work of the Dehon Study Center

*Respectfully submitted by David Schimmel
September 2016*



Guidelines for Local Treasurer:

1. Each quarter, each house or community that prepares a budget shall send a report to the provincial treasurer listing assets and liabilities as of the final date of the quarter together with a revenue and expense report.
2. Prior to submission to the provincial treasurer, this full quarterly report shall be submitted to the local house council for its approval.
3. Since computers are most frequently used to keep track of house or community finances on QuickBooks or some similar software program, it will be helpful to the local community and to the provincial treasurer to see reported on a quarterly basis how budgeted revenues and expenses compare to actual revenues and expenses.
4. Each religious superior, after consulting the community members and the local treasurer, will establish local rules for rendering accountability for individual revenues and expenditures.
5. Individual religious are reminded that both church law and our own proper law state that whatever we earn (social security), are given, or accrues to us as a result of pension, insurance policies, etc. belongs to the Institute.

Assets

1. Surplus assets of a local house or community are normally forwarded to the province, which has the responsibility to financially assist houses and communities that cannot provide for themselves.
2. Houses and communities that are subsidized by the province entirely or in greater part do not have the right to claim the remaining revenue over expenses as surplus.

Financial Transactions:

1. The normal trading of a car for a new one is within the competency of the local administrators, even if the cost is above their normal limit. Any purchase of an additional vehicle- new or used, and regardless of price – after local approval must be approved by the provincial superior in consultation with the provincial treasurer.
2. Bank accounts should normally be in the name of the Institute and not in the name of individuals. At least two to three people should be authorized to make withdrawals.

Highlights of the Norms on Poverty & Administration of Goods for SCJs

GD 51.5 We shall be careful to refuse investments, which contradict our commitment to peace and human advancement.

Norm 53.b Bank accounts should normally be in the name of the Institute and not in the name of individuals. At least two to three people should be authorized to make withdrawals.

Norm 61 If an actual expenditure will notably (i.e. more than ten percent) exceed the permission granted; anew permission must be sought for the increase even if this increase could not be avoided. It can happen, as a result of the increase, that an expense for which a council was competent no longer falls within its competency; in this case, recourse to the higher superior must be made.

Norm 73 The superior or treasurer, according to the custom of the house, must keep a special book for Masses in which he is to note the number of Masses received, their intentions and stipends; in addition he will record which Masses have been persolved as well as the name of the religious who persolved them.

Norm 74 Unless the Mass donors express a contrary desire, Mass stipends which seem unlikely to be celebrated within a year, or which have not in fact been celebrated after a year are to be forwarded immediately to the major superior in the way he or the provincial or general treasurer have indicated.

Norm 75 Money accepted for Mass to be celebrated cannot for any reasons be expended, either in whole or in part, before their celebration.



US Province response to the General Plan of 2015-2021

Fr. Heiner Wilmer, SCJ, general superior, and his council, made the following request of each entity in a letter dated January 13, 2016:

“By October 1, 2016, in preparation for the meeting of Major Superiors, develop a long-term plan that can be initiated in your entity from now until the next General Chapter in 2021.”

The following is the response of the US Province:

Introduction

Our General Administration based its six-year program — “Mercy, in the Footsteps of God” — on the final message of the XXIII General Chapter which took root in the chapter theme: “Merciful, in community, with the poor.”

The general program identified three areas of focus for the congregation:

1. Marks of mercy in formation.
2. Marks of mercy connected with the poor.
3. Marks of mercy in evangelization.

In harmony with the general program, the US Province in its long-range plan will also focus on marks of mercy in formation, in connection with the poor, and in evangelization.

1. Marks of Mercy in Formation:

- a. To know and assimilate the Dehonian charism and identity in a special way from the aspect of mercy the US Province will:
 - Seek to further instill the Dehonian charism at Sacred Heart Seminary and School of Theology among students, faculty, staff and through community outreach. It will enhance efforts to welcome SCJs from around the congregation in the ESL program and other aspects of the school.
 - Identify younger SCJs to take part in the congregational program for potential formators.
 - Encourage those seeking to do advanced studies to focus on Dehonian topics.
 - Hold Dehonian retreats in collaboration with the Canadian Region for North American SCJs.
- b. To integrate one’s formation and training in theology, spirituality, and social learning into a cohesive whole the US Province will:
 - Regularly (each academic year, or perhaps each semester) have a workshop with the formation community about an

aspect of social communication.

- Encourage those in formation to do their apostolic year in a different entity with a preference for experiences that emphasize social works.
 - Continue to enhance Dehonian Awareness to social issues through efforts such as Mission Education, *Dehonian Spirituality* (a weekly e-publication of prayers and reflections based in the Dehonian charism), Dehonian-based bulletin inserts on social issues, and Lay Dehonian groups.
- c. To learn and live mercy toward every person and every situation in the school of the Merciful Jesus the US Province will:
- Ensure that those in formation have direct ministerial experiences with the poor both during the school year and on summer break.
 - Encourage its members to seek specialization in theology or another discipline.
 - Seek ways to collaborate with others — individuals (especially the laity) and organizations — on social justice issues.
 - Continue to require that all in formation learn a second and perhaps third language.
 - Continue to offer ESL at Sacred Heart Seminary and School of Theology as a means to assist the worldwide congregation in fulfilling its desire to have English be the language for communication.
 - Continue to include presentations on the social teachings of the Church and of Fr. Leo John Dehon in province gatherings, with a continuing emphasis on immigration.

2. Marks of Mercy with the Poor:

- a. To welcome poverty as the road to relationships among communities and members of the congregation the US Province will:
- Invite SCJs from other entities to come to the US Province to learn about developments in fundraising to assist them in becoming financially self-sufficient.
 - Work with other entities to continue our presence in some of the poorest areas of the United States including South Dakota, Mississippi and Texas. At the same time, the province must be mindful of what it can continue to do with the resources available to it. If an appropriate number of SCJs for community life and ministry cannot be maintained in each location, the province will determine a process, based in prayer, to consolidate our presence in the United States.
 - Continue to maintain a Justice, Peace and Reconciliation Commission that is tasked with raising awareness among the membership about social concerns and enhancing awareness of social initiatives throughout the province.
 - Continue to evaluate whether our local institutions and ministries are meeting the needs of the poor to the best of their abilities from a Dehonian perspective.
- b. To enter into one's own poverty in order to grow in solidarity with whoever is in need the US Province will:
- Promote transparency in personal, community, ministerial and province financial reports, and reinforce the concept of the "common purse" in community.
 - Keep the needs of the weakest among us, especially our seniors, at the forefront of our attention.
 - Initiate broader conversations in regards to living simply as individuals, communities and as a province; this will be the theme of the 2016-17 provincial visitations.

- Continue to ensure that the province and all of its entities offers just salaries and benefits to its workers.
 - Continue to support and enhance works of mercy that are taking place in our local communities and ministries.
- c. To fulfill the selections one has made in the settings of poverty created by globalization and migration the US Province will:
- Continue to emphasize immigration as an area of priority for the province.
 - Continue to have our province development offices raise funds for the poor, including mission needs; such efforts are under the direction of the province treasurer.
 - Encourage those in formation to seek ministerial efforts that directly impact those affected by immigration.
 - Continue collaborative efforts — especially through the province JPR Office — to promote projects that are in solidarity with the poor.
 - Continue to have an impact on corporations through responsible investments.
 - Encourage recycling in all of our locations.

3. Marks of Mercy in Evangelization:

- a. To establish organizational and political structures the US Province will:
- Have our Senior Life Commission continue to seek ways to better meet the needs of our senior SCJs.
 - Continue to establish contracts between our ministries and the dioceses in which we operate.
 - Hold a workshop in collaboration with the Canadian Region for local superiors.
 - Promote the Dehonian charism in our schools, through Dehonian Associates, through youth groups, and in collaboration with laity and other religious.
- b. To seek out and manage human resources and plans the US Province will:
- Promote the work of the Province Vocation Office and continue collaborative vocational efforts with the Canadian Region.
 - Support members of the province who express interest in service to the missions, including senior SCJs who do short-term missionary assignments.
 - Continue to be open and willing to strengthen international communities in the province.
- c. To dialogue and communicate with the cultural and religious reality in which we find ourselves the US Province will:
- Continue to maintain a Province Communications Office that is responsible for communication within and outside of the province; the office is directed by a person trained in communications science.
 - Continue to support the interreligious dialogues in which members have regularly taken part; continue to support the Lux Center for Catholic-Jewish Studies at Sacred Heart Seminary and School of Theology.
 - Continue to support the Bethsaida Archeological Expedition through Sacred Heart Seminary and School of Theology.

CALENDAR

2016

- October 9-11: Mission Education, Mississippi
October 17-18: North American Councils Meeting, Toronto
November 14: Ordination Jubilee Celebration
November 15-16: Provincial Council Meeting
Nov. 27 - Dec. 2: Major Superiors Meeting (Rome)
December 14-15: Provincial Council Meeting

2017

- February 7-8: Provincial Council Meeting
March 13-14: Local Superiors Meeting for North America (dinner and check-in March 13; meeting all day on March 14)
March 15: Provincial Council Meeting
May 16-17: Provincial Council Meeting
June 5: Province Jubilee Celebration
June 5-9: Province Assembly
June 27: Provincial Council Meeting by conference call, 11 a.m. central (formation requests)

UPDATES

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NECROLOGY

+**Fr. Cornelis Overgaag**, a member of the Dutch – Flemish Confederation, died on July 23. He was born in 1927, professed in 1952 and ordained in 1957.

+ **Fr. Albert Schmit**, a member of the Franco-European Province, died July 24. He was born in 1925, professed in 1946 and ordained in 1953.

+**Fr. Nicolau Kohler**, a member of the Brazil – Sao Paulo Province, died on July 31. He was born in 1934, professed in 1958 and ordained in 1963.

+ **Fr. Jean Schijlen**, a member of the Dutch-Flemish Confederation, died August 2. He was born in 1924, professed in 1947 and ordained in 1954.

+**Fr. Raulino Busarell**, a member of the South Brazilian Province, died on August 10. He was born in 1922, professed in 1942 and ordained in 1948.

+**Fr. Leonardo Cappelluti**, a member of the Argentine Province, died August 23. He was born in 1933, professed in 1955 and ordained in 1960.

+**Fr. Bernhard Zachäus Bothe** of the German Province died August 24. He was born in 1936, professed in 1958 and ordained in 1964.

+ **Nicolaus van Steekelenburg**, a member of the Indonesian Province, died August 31 in the Netherlands. He was born in 1937, professed in 1957 and ordained in 1965.

+ **Fr. Girolamo Bertuletti** of the North Italian Province died on August 31. He was born in 1934, professed in 1952 and ordained in 1961.

+**Fr. Mario Sangiorgio**, a member of the North Italian Province, died September 12. He was born in 1923, professed in 1940 and ordained in 1949.