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### U.S. Province Priests of the Sacred Heart

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## Minutes of the 924th US Provincial Council Meeting November 9-10, 2022, Hales Corners, WI

PRESENT: Fr. Vien Nguyen, Provincial Superior, Fr. Jack Kurps, Fr. Rafael Querobin, Fr. Greg Schill, Br. Duane Lemke and Dn. David Nagel, Councilors; Br. Frank Presto, Provincial Secretary; Mary Gorski, recording secretary. Br. Wayne Fitzpatrick, MM, joined the council via Zoom for discussion of the April 25-26 Pre-Retirement Workshop.

I. Check-in — Councilors updated each other on themselves, their ministries, and communities. Items of note:

A. Br. Andy Lewandowski has moved to St. Camillus. Many SCJs didn't realize the extent of Br. Lewandowski's memory issues until recently.

B. The Provincial Treasurer's office has been busy preparing for the retirement of John Kuxhause, province accountant. Chris Lambert is transitioning into his position.

C. Sacred Heart Southern Missions held its first in-service in three years; the large gatherings were cancelled during the worst of the pandemic.

D. The SCJ community in Chamberlain has gone through a challenging period. Fr. Bernie Rosinski had been in hospice care prior to his death on November 3. The community is grateful to the team of volunteers who assisted Fr. Bernie during the last 10 days of his life. Fr. Schill said that Fr. Rosinski had been quite sharp, even on his last day. Fr. Joe Dean is recovering from cellulitis, for which he had to be briefly hospitalized. On top of the health challenges, the electricity went out, forcing Fr. Schill to quickly move Fr. Rosinski to a portable oxygen tank.

Fr. V. Nguyen expressed the council's gratitude to Fr. Schill, Mike Tyrell and others at St. Joseph's Indian School for assisting with Fr. Rosinski's care. Fr. Vien will write letters to the caregivers.

Fr. Schill spoke about the challenges of being a younger member of the community caring for two older SCJs with significant health challenges.

E. Fr. Querobin recently returned to Houston following a visit to Brazil to be with family at the time of his father's death. He expressed his thanks to the province in general and to leadership in particular for their support. The family was grateful for Br. Duane Lemke's presence in the days surrounding the funeral; he represented the US Province.

F. Fr. V. Nguyen has been asked to be a spiritual reflector (presenter) at the January 23-25 CMSM Winter Leadership Gathering in Houston. Also, Fr. V. Nguyen will join the community at Our Lady of Guadalupe for its feast day in December, and he hopes to get to South Dakota soon to visit with the community. While in Houston he is to meet with Cardinal Daniel DiNardo of Galveston-Houston; Fr. V. Nguyen is trying to meet with the bishops of all the dioceses in which the SCJs minister in the United States. Fr. V. Nguyen will also speak with the vicar of clergy, who oversees the archdiocese's chaplaincy program, to get a better sense of the expectations for Fr. Quang Nguyen in his role at the University of Houston (see item III. C. below).

- G. Fr. Terry Langley has been assigned by the Archdiocese of Milwaukee as temporary administrator for the parishes of St. John the Evangelist in Twin Lakes and St. Alphonsus in New Munster, WI. Fr. Terry served at these parishes previously.

## II. Visioning

### A. Elder care and aging

1. Retirement Survey — Approximately two-thirds of the province responded to the Retirement Survey. It is to be a tool for the Senior Life Commission to use in its discussions regarding wellness, ministry, healthcare, in-home assistance, skilled residential healthcare facilities, and community life in general.

The survey noted the challenges currently experienced in the life of the Sacred Heart Community at SHML. Tensions that developed among various groups during the pandemic continue. This is compounded by different desires and expectations for care within the community.

Respondents spoke favorably of the care that they receive at SHML, the facilities, the food, and the staff.

2. Senior Life Commission — The council approved the following as members of the Senior Life Commission: Mary Balistreri (Director of Province Healthcare Services), Br. Duane Lemke, Fr. Vincent Suparman, Fr. Greg Speck, Fr. Joe Dean, Fr. Greg Schill, Fr. Frank Wittouck, Fr. Yvon Sheehy and Br. Ray Kozuch. The council is also considering appointing another person with a healthcare background to the commission. A chairperson has not yet been named.

As noted previously, the Retirement Survey will be a significant initial tool for the commission. Also, before the commission meets, members of the council agreed that they need to put in writing their vision and desires for elder care.

3. Levels of care at SHML — Councilors discussed different possibilities for the Sacred Heart Community at SHML. Currently, an informal “assisted living” model is in place where members of the community can receive basic assistance with day-to-day needs, rides, doctor visits, and some health care. The community is not set up for full-time nursing and/or memory care. To allow for such care at home would require a significant number of resources (financial and personnel) for a small number of people. It would require a local superior or director with training in the administration of a healthcare facility. There may be better possibilities for care in a professional nursing facility, especially when emergencies arise.

One of the reasons that people (not just SCJs) prefer to remain at home as long as possible is the fear of being forgotten. It is vital that all members of the community, regardless if they are at a professional facility or within SHML, receive support and interaction from the community. This may mean establishing a visiting schedule to ensure that off-site community members receive regular interaction with community members. It could mean interaction in community events through Zoom (depending on the person’s health and abilities). Councilors emphasized that this isn’t just a duty to be administered, but instead, another way of being community to each other.

Councilors said that nursing care is not simply a decision based on resource availability. It must also be part of the vision for the retirement community.

4. The well-being of elder religious — One of the challenges noted in the survey is that some elder SCJs do not feel a sense of purpose, or they feel isolated. How can possibilities for ministry and/or social activities be more easily accessible? Can more be done to encourage elder SCJs to be a part of activities on the rental side of SHML?

- B. Ongoing Formation — Councilors discussed different formats for ongoing formation. Province assemblies are a good opportunity for such experiences. Zoom is a way to offer presentations by experts from anywhere. Perhaps a regular date could be chosen for an on-going formation session on Zoom, such as the first Monday of the month.

It might be helpful to contact other religious communities to learn how (if) they incorporate ongoing formation. Also, the National Religious Vocation Conference might be a good resource for presenters.

Fr. Querobin and Fr. V. Nguyen will work together to develop a few possibilities for ongoing formation.

## III. Administration

- A. Novitiate — Fr. Byron Haaland has agreed to be available as novice master for the 2023-24 academic year if there is a need.

- B. Justice, Peace and Reconciliation — Fr. V. Nguyen informed the JPR Commission of Br. Lemke’s desire to step down as JPR director in light of his responsibilities at SHML. The council will discuss possibilities for this position at its next meeting. It was noted that many SCJs appreciated Br. Lemke’s approach to the JPR office, facilitating discussions in local communities that could help identify what has or could be done locally regarding social justice.

The council also briefly discussed the North American Migration Committee; there is a desire to have younger voices heard, especially from the US Province.

- C. Province Vocation Office — Fr. Quang Nguyen will be leaving the Province Vocation Office to assume a new role as a chaplain at the University of Houston. The council had planned to appoint Dn. Henry Nguyen as vocation director after he had some experience in pastoral ministry as a priest. The council decided to instead appoint Dn. H. Nguyen as province vocation director as of January 1, 2023, with the understanding that he will continue to be a part of pastoral ministry at St. Martin of Tours where he currently serves as a deacon. He will be mentored at SMOT by Fr. Andrzej Sudol. Dn. H. Nguyen will be mentored at the vocation office by Fr. Kurps, who previously served as vocation director. Councilors said that it is essential that Dn. H. Nguyen stay rooted in community life, though the job of vocation director often requires travel.

Fr. Q. Nguyen will be asked to list the national conferences that he believes are the most important to be present at for vocation recruitment.

Regarding “Come and See” types of events, Dn. H. Nguyen will be encouraged to consider holding such weekends in province ministries, not just with the formation community. It would be good for potential candidates to get a sense of the work of the US Province.

Fr. Chuck Wonch assists at the vocation office; in preparation for the transition, it is important to get a sense of his tasks.

The communication style of the office needs to be updated with greater use of electronic communication and social media. The text and design of the vocation section of the province website should be reviewed. Regarding print media, *Vision Magazine* is one of the few places where a print advertisement seems worthwhile for the office.

A Vocation Committee has been named; it is chaired by Fr. Kurps. The committee will serve as another resource to the vocation director.

D. Sacred Heart Southern Missions

1. Bylaws — The Provincial Council voted to approve the recently revised SHSM Bylaws as proposed by the SHSM Board of Directors.
2. SHSM Board of Directors — The Provincial Council voted to approve the following to additional three-year terms on the board: Christine Greer (Hernando, MS), Sr. Deborah Hughes, SSJ (Philadelphia, PA), and Mike Tyrell (Chamberlain, SD).

The council voted to approve the following as officers of the board for one year: Fr. Jack Kurps (President), Dn. David Nagel (Vice President) and Fr. David Szatkowski (Secretary/Treasurer). Sr. Cathy Bertrand, SSND is chairperson of the board.

3. Change in structure and management — The structure and management of SHSM has been revised to reflect its current operations more accurately. The revised management positions and those who hold them:
  - Fr. Jack Kurps: President and CEO
  - Tim Courts: Executive Director for Corporate Services (he will oversee Finances, Human Resources, Facilities and Information Systems)
  - Andrea Vincent: Executive Director of Programs (she will oversee the educational, social service and housing programs)
  - Jeff Kortz: Executive Director of Development
  - Steve Koepke: Director of Donor Relations (reporting to the Executive Director of Development)

- E. Partnership with the Theresian Missionaries of Mary — In October, Fr. V. Nguyen met with the leadership of the Theresian Missionaries of Mary, a diocesan religious women’s congregation in the Philippines. The SCJ community there has ministered with them. The sisters’ leadership team has agreed to partner in ministry with the SCJs in South Dakota. Two sisters

have been identified for the project; each is well-skilled in finance and education. Fr. V. Nguyen brought them a variety of background materials on South Dakota, including books and videos about reservation life, as well as links to websites such as Native Hope. Details of the partnership are being finalized. Once that is complete, immigration issues will be addressed, and the specifics of the sisters' preparation program will be outlined.

The council suggested that the sisters initially receive a three-year contract; their compensation will be similar to that of other religious sisters who have served with the Lower Brule Pastoral Team. Fr. Christianus Hendrik has drawn up an initial job description. It has been assumed that once they begin ministry that they would live in what was the sisters' trailer in Lower Brule. However, due to the damage at the SCJ house, Fr. Jean Claude Mbassi is living in the sisters' trailer. The timeline for replacing the community house in Lower Brule is unknown.

St. Joseph's Indian School owns a large house in Chamberlain that is often used for short-term housing for school staff. The sisters could stay there while preparing for ministry. Initially, they could also stay at SHML and begin ministry preparation in Hales Corners. The province might be able to obtain their immigration documents faster than St. Joseph's Indian School could.

- F. Philippine Region — Fr. V. Nguyen briefly spoke about his visit with SCJs in the Philippines during his time there to meet with the Theresian Missionaries of Mary. He said that the region is working toward financial self-sufficiency; one method of income generation is through rental income from a retreat house.
- G. Congolese Province — The US Province is sending the Congolese Province a \$5,000 gift on the occasion of the 125<sup>th</sup> anniversary of the SCJ presence in the country.
- H. 2023 Provincial Chapter — The chapter will take place July 17-21. There are 37 delegates: 8 de jure and 29 at-large. The delegate list is attached as Addendum A. Councilors said that delegates must be made aware of and agree to their obligations as delegates. This includes being physically present at all sessions and moments of prayer during the chapter. There will be an organizational meeting via Zoom with delegates in late January or early February.

The Pre-Chapter Steering Committee membership is being finalized.

Fr. V. Nguyen will send a letter to the province in January to formally convoke the chapter.

Councilors discussed possibilities for chapter topics; one will be the election of delegates to the General Chapter. However, there may also be topics which the general administration will want to have addressed at entity chapters. The centenary of the US Province will most likely be linked to the chapter. Other possibilities for chapter discussion include a review of the election process for provincial superior, requirements to be a voting delegate (previously, there was a proposal that those in temporary vows should be able to vote), the process of consultation for local superiors, and a review of the required province officers mandated by the province directory.

Since the chapter will most likely be one of celebration, centered on the centennial, it was suggested that the business tasks be limited to the most necessary of topics.

- I. Centennial — The Lower Brule celebration of the centennial of the Priests of the Sacred Heart in the United States will take place on July 30, 2023. The bishop of Rapid City has confirmed that he can be present; the bishop of Sioux Falls is working on adjusting his calendar so that he can take part. Once the date of the province celebration in Hales Corners is finalized, Fr. Vien Nguyen will send an invitation to SCJ superiors who have sent men to minister in the US Province. Also to be invited will be alumni, benefactors, employees and other collaborators. Fr. David Szatkowski, chairperson of the Centennial Planning Committee, will meet with the council via Zoom at its December meeting.

It was suggested that the province celebration be held in the form of a Province Assembly that would take place immediately before the Provincial Chapter since not all members of the province will be at the chapter.

- J. Advent Morning of Reflection for employees and collaborators — Sr. Nancy Schreck, OSF, will speak on “The Challenge of Making Room for Jesus During the Busyness of the Holidays” on Tuesday, November 29 from 10:00-11:00 a.m. (Central). This Advent reflection will be offered to employees and other collaborators via Zoom. By early next week Fr. Vien Nguyen will send a letter to SCJs, office managers and others in leadership to encourage them and their staff to take part in the reflection.

- K. North American Joint Administrations Meeting — Fr. V. Nguyen and Fr. Gustave Lulendo spoke in Congo about renewing the joint meetings. Fr. Lulendo is to get back to Fr. V. Nguyen about it after consulting with his council.
- L. Pre-retirement Workshop — The council briefly met with Br. Wayne Fitzpatrick, MM, via Zoom to discuss the April 25-26, 2023 Pre-Retirement Workshop for SCJs. Br. Fitzpatrick is currently Managing Director of the Senior Care and Transition Services for the Maryknoll Fathers and Brothers as well as Assistant Regional Superior of the order's US Province. Besides his other assignments in the United States, Br. Fitzpatrick served on the Society's General Council and as its Secretary General. In speaking with SCJs, he said that it is essential to think of retirement as a "transition," not a cessation of being a religious or being a minister. He will work with the Provincial Council in the next few months to create a Pre-Retirement Program that includes the generalities of well-being for anyone transitioning out of full-time ministry but is also particular to the Dehonian charism. Br. Fitzpatrick will send Fr. V. Nguyen a draft of an outline for the workshop for the council to review and give input on. He and the council will also discuss possibilities for a workshop for those who are already retired.
- M. Saint Quentin — August 12, 2025 marks the 100th anniversary of the death of Fr. Leo John Dehon. As a part of the commemoration of this event, the General Administration seeks funds to help with the structural renovation of Saint Martin church, the residence and tombs in Saint Quentin; this is where Fr. Dehon is interred. Fr. Andres Prévot is also to be interred there as a part of the renovation. The US Province committed to donating \$35,000 a year for three years toward the project. Other entities are also contributing, including the EUF Province, which has committed €1,100,000, a little less than half of the full cost.
- N. Dehon Study Center — The council briefly talked about possibilities that might fall under the umbrella of the Dehon Study Center, including asking faculty at SHSST to write on Dehonian themes. These would be reflections that could be shared with a variety of audiences, including parishes. Perhaps the North American Theological Commission might consider looking at ways that its reflections could also be shared beyond an academic audience.

#### IV. Finance

- A. Province Development Office — Mail (income) for the office is still above pre-pandemic levels, but less than it had been in recent years. Many organizations are seeing a similar trend. The office recently received some large estates, including one for \$500,000. The POSH Board will review the recently completed office audit; the auditor found no issues of concern.
- B. Audits — The Provincial Council voted to approve the Province Audit. The auditors from the firm of CliftonLarsonAllen LP noted no unusual transactions nor difficulties in the performance of the audit. No modifications were required.
- C. Pension — The employee pension plan is funded to 116% of the required level. Directors of the various offices in the province have been in discussion with the Province Treasurer's Office regarding different options for employee retirement savings. This could mean a continuance of the traditional pension now offered, to something more like a 401K (403B)-based plan.
- D. Province Vacation Policy — At the last meeting the Provincial Council asked Dn. Nagel to write a draft of a vacation policy for members of the province. Councilors discussed the needs and concerns of international members of the province, as well as international travel in general. In all instances, international travel must receive the approval of the provincial superior. Councilors also agreed that all members of the province should be entitled to the same amount of vacation time (four weeks total) regardless if they are from another entity or US citizens. However, they also acknowledge that international SCJs will want to regularly spend time with their families in their home countries. The province norm for an international family visit is once every two years within (not in addition to) the guidelines of the province vacation policy, and with the understanding that the provincial superior may grant additional international home visits for family emergencies, celebrations (such as a wedding) or other moments of significance within the family.

Additionally, international SCJs without permanent residency status (green card) must have the provincial secretary and province attorney review their visa documentation to ensure that they can reenter the United States without difficulty.

The council reviewed the draft and endorsed it with minor adjustments; it is attached as Addendum B.

- E. International SCJs — The council reviewed the draft of a set of guidelines for international SCJs prepared by Dn. Nagel. It includes information about the Mass Stipend Policy, financial issues, US immigration requirements, vehicles, and vacation information (as noted above). The council endorsed the guidelines with minor adjustments. They are attached as Addendum C.

- F. Franklin properties — Dn. Nagel gave updates on Dehon House and St. Francis Residence. Although no one is currently living at Dehon House it is being maintained, and recently received a new septic system. The white house on the St. Francis property needs updating. Dn. Nagel noted that there has been an inquiry about purchasing the Woods Road property, and there is the possibility of a developer having interest in it. There has also been discussion of dividing the property into several parcels to sell individually. Due to the wetlands on the property, the City of Franklin has several restrictions on the land that would prohibit it from having one large structure on it. No action is required at this time.
- G. POSH Board member — The Provincial Council voted to endorse the appointment of Tyler Galstad to a three-year term on the Province Development Office Board of Directors. He is the Vice President of Finance for SHSST.
- H. Investment Committee — The next meeting of the Province Investment Committee is November 17.
- I. Budgets — Dn. Nagel noted that inflation may be a significant factor in the budget process for FY23-24.
- J. Flanagan Center — The SHSM Board initially approved \$750,000 for renovations and the purchase of additional walk-in freezers and refrigeration units for the Flanagan Center in Walls, MS. The council voted to endorse the SHSM Board's decision to raise that amount to \$1.2 million.
- V. Membership
- A. Fr. Anthony Kluckman — Fr. V. Nguyen has been in contact with Fr. Kluckman's family to ensure that they know of the SCJs' solidarity with them regarding Fr. Kluckman's disappearance. Now that leaves are down from most trees, the police will do extended searches on the property to see if something was missed during the initial searches. Perhaps at the six-month anniversary of Fr. Kluckman's disappearance the SCJs and family can hold a prayer service. This would not be a memorial, but a marker along the continued vigil of prayer for Fr. Kluckman that began when his disappearance was known.
- B. Dn. Henry Nguyen — Fr. V. Nguyen has given Dn. Henry Nguyen permission to travel with his family to Vietnam following his priesthood ordination so that he can celebrate a Mass of Thanksgiving there. Dn. Henry's priesthood ordination will take place on December 17 in Garden Grove, CA. Priests who wish to concelebrate are asked to contact Br. Frank Presto, provincial secretary, ASAP so that he can apply for faculties for each priest.
- C. Fr. Quang Nguyen — As noted previously in the meeting, Fr. Q. Nguyen has accepted a chaplaincy position at the University of Houston. This is a three-year contract beginning January 1, 2023. He will live with Fr. Richard Johnston.
- D. Fr. Louis Mariano Fernandes — Fr. Fernandes is back in Mississippi after an extended visit to India, in part to attend to his immigration documents.
- E. Fr. Andrzej Sudol — He is adjusting well to his new role as pastor of St. Martin of Tours. He is to be formally installed as pastor in the next few weeks.
- F. Fr. Mark Fortner — Fr. Mark will assist with parish ministry in Indonesia from November 28 to January 23. He had served there for many years as a missionary.
- G. Br. Andy Gancarczyk — Br. Gancarczyk will end his sabbatical at the end of November 2022 and is assigned to ministry at Sacred Heart Southern Missions, effective January 1, 2023. With his knowledge of photography and videography, he will serve with the Communications Department. He will be a member of the St. Michael Community.
- H. Fr. Joseph Mukuna — Fr. Mukuna would like to remain in the United States; Fr. V. Nguyen proposed a three-year renewable contract. Fr. Albert Lingwengwe, Congolese Provincial Superior, approved this proposal, agreeing that it can be revisited at the end of the three years.
- VI. Next meeting — The council will next meet by conference call on Wednesday, November 16, via Zoom at 1:30 p.m. (Central).

## **ADDENDUM A**

**2023 Chapter Delegates: 8 are de jure and 29 are at large. [8 Nov 22]**

### **De jure (8)**

Vien Nguyen  
Jack Kurps  
Rafael Querobin  
Greg Schill  
Duane Lemke  
David Nagel  
Byron Haaland  
Frank Presto

### **Sacred Heart Monastery (8)**

Joseph Thien Dinh  
Mark Mastin  
Zbigniew Morawiec  
Duy Nguyen  
Long Nguyen  
Andrzej Sudol  
Yvon Sheehy  
Frank Wittouck

### **St. Joseph's at SHML (1)**

Henry Nguyen

### **Houston (3)**

Richard Johnston  
Jerzy Mordalski  
Tim Gray

### **Pinellas Park (1)**

Vincent Suparman

### **South Dakota (2)**

Jean Claude Mbassi  
Joseph Dean

### **Sacred Heart at SHML (11)**

Bob Bossie  
Jim Brackin  
Tom Cassidy  
John Czyzynski  
Jan deJong  
Mark Fortner  
Richard MacDonald  
Quang Nguyen  
Anthony Russo  
Jim Schroeder  
Brian Tompkins

### **Mississippi (2)**

Hendrik Ardianto  
David Szatkowski

### **Woods Road (1)**

Charles Brown

## **ADDENDUM B**

### **Priests of the Sacred Heart**

#### **Vacation Policy for Members of the US Province**

1. An SCJ in full-time ministry is entitled to a maximum of four weeks (total) of vacation per year.
2. All vacation travel, including international travel, is to be funded by the local community.
3. All international travel must be approved by the provincial superior. Additionally, international SCJs without permanent residency status (green card) must have the provincial secretary and province attorney review their visa documentation to ensure that they can reenter the United States without difficulty.
4. All SCJs are responsible for keeping travel documents and identification up-to-date (this includes “Real ID” for domestic plane travel).

Vacation Policy – November 9, 2022

## Information for International SCJs

(This applies to SCJs in residence in the US Province)

1. **Living in US Province:** The Provincial Superior will establish the terms by which members of other provinces, regions, or districts will reside here. Financing of studies, cost of living, purchases related to studies and ministry, place of residence and method of accountability are all matters that should be clarified before the arrival of the International SCJ.
  - It is understood that for the duration of their stay, members from other provinces, regions, districts will participate fully in the life of the local community of which they are a part and in the life of the Province.
  
2. **Banking and Checks:** Normally, SCJs do not have their own checking accounts and should use the local community treasurer to pay bills.
  - All individual checking accounts must be approved by the Provincial Superior. The Provincial Treasurer and/or another local SCJ shall be a signer on the account. Small SCJ communities may petition the Provincial Superior to expand the number of check signers for their local community, so the International SCJ would be a signatory.
  
3. **Medical Coverage:** An international SCJ who plans on doing ministry in the US Province will apply for medical coverage under the province plan. The plan covers medical, vision, and dental needs. Coverage begins when the member arrives in the USA. Once the SCJ has a Social Security Number that will be used for medical coverage. Application for insurance coverage should be done through the Provincial Treasurer's office.
  
4. **Driver License & Vehicles:** The SCJ should apply for a driver's license in the State that they are going to be in ministry. A copy of the driver's license should be submitted to the Treasurer's Office for reference. The SCJ should be given a copy of the Province Driving policy.
  - The province will provide the SCJ with a vehicle following the province's policy for the purchase of vehicles. All vehicles are property of the US Province. The local superior will authorize expenses related to the purchase of vehicles or for repairs.
  - Regular maintenance of the car is to be done by the individual using the vehicle. The province provides insurance coverage for the vehicle so anyone who drives it is covered.
  
5. **Vacation Policy for International SCJs:** All members of the US Province have the same vacation policy, including international SCJs. Each member of the province is entitled to four weeks (total) of vacation per year and all international travel requires the approval of the provincial superior. The province recognizes that international SCJs will want to regularly spend time with their families in their home countries. The province norm for an international family visit is once every two years within (not in addition to) the guidelines of the province vacation policy, and with the understanding that the provincial superior may grant additional international home visits for family emergencies, celebrations (such as a wedding) or other moments of significance within the family.

- 6. Mass stipends Policy:** Mass stipends are income that belongs to the Congregation and Community.
  - Mass stipends are restricted gifts until the Mass is persolved. No SCJ Community will maintain a separate checking or savings account for Mass stipends. Mass stipends are recorded as a restricted gift until the Masses are persolved then the money moves from the restricted account to the general fund.
  - The treasurer will maintain the Mass intention book, noting new requests, who persolved the intention, and transferring stipend gift to the general fund when
  - Individual priests may accept Mass intentions, but the income belongs to the SCJ Community.
  - Mass intentions should be available from the treasurer, and it is the responsibility of each priest to persolve posted intentions to support the operation of the community and Province.
  
- 7. Raising Money:** Fund raising is not to be done by individual SCJs. Any gifts given to an SCJ belong to the religious community and should be turned in to the local treasurer of the community.
  - Gifts to family or relatives is to be approved by the local superior or if it involves patrimony then the Provincial Superior.
  - Each religious house will provide procedures for requesting petty cash, payment of bills, and other financial matters.
  - Any fund raising by the member, beyond that which is authorized by his ministry, must be approved by the Provincial Superior beforehand in writing.
  
- 8. Living Simply:** The standard of living of the member will be in keeping with the policies of the US Province and the local community to which the member is assigned.
  
- 9. Province Support:** The US Province will assume responsibility for all expenses (room, board, transportation, car, personal expenses, medical insurance, etc.) while the member is temporary or permanently in the US Province.
  
- 10. Medical Update:** International SCJs seeking to transfer to the US Province will undergo a medical check up and share that information with the Provincial Superior. An SCJ may not be able to transfer to the province if there are outstanding medical issues or concerns.
  
- 11. Government Requirements:** Visas and related work permits should be applied for using the expertise of the province attorney and provincial secretary. It is important that applications be done in a timely manner and that trips outside of the USA are coordinated to not interfere with the process.
  
- 12. Vehicles:** The province will provide the SCJ with a vehicle following the province's policy for the purchase of vehicles. Regular maintenance of the car is to be done by the individual using the vehicle. The province provides insurance coverage for the vehicle so anyone who drives it is covered.

Council review: November 9, 2022

## CALENDAR

### 2022

November 29: Advent Hour of Recollection for staff and other collaborators  
December 20-21: Provincial Council meeting, Hales Corners, WI

### 2023

February 7-8: Provincial Council meeting, Hales Corners, WI  
April 25-26: Pre-retirement workshop, location TBA  
March 28-29: Provincial Council meeting, Hales Corners, WI  
May 9-10: Provincial Council meeting, Hales Corners, WI  
June 27-28: Provincial Council meeting, Hales Corners, WI  
July 17-21: US Provincial Chapter  
July 30: Lower Brule Centennial Celebration

### 2024

June 14 - July 5: General Chapter, Rome

## UPDATES

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210-861-8320

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**Fr. Terry Langley** prefers to use the following email address:  
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## NECROLOGY

+ **Fr. Marcelino Teixeira de Freitas**, a member of the Portuguese Province, died on October 11. He was born in 1947, professed in 1968 and ordained in 1976.

+ **Fr. Serge Tagne**, a member of the Cameroon Province, died on October 29. He was born in 1979, professed in 2001 and ordained in 2009.

+ **Fr. Bernie Rosinski**, a member of the US Province, died on November 3. He was born in 1934, was professed in 1952 and ordained in 1959.