

PROVINCIAL COUNCIL MINUTES

If members of your community do not have access to email, please consider printing a set of these minutes for their benefit. But please remember that these minutes deal with confidential matters and are intended to be seen by members of the PCM Province only. If you are printing these minutes out, please make sure they are kept in a secure place.

Provincial Council Meeting #15

**Teleconference (due to Coronavirus Pandemic)
April 21-22, 2020**

William J. Harry, O. Carm., Carl Markelz, O. Carm., Paul Henson, O. Carm., Quinn Connors, O. Carm., Emilio Rodriguez, O. Carm., Daryl Moresco, O. Carm.

As this was, in all likelihood, the Provincial Council's last meeting for this triennium, we would like to extend our deepest gratitude to all members of the province for entrusting us with the work of promoting the fraternal life of the province at the service of Church and one another.

Personnel

Appointments

The actual date of transfers will depend on the coronavirus situation. Members are asked to make arrangements between their current and future residences and ministries.

David McEvoy – One Year Sabbatical: Monastery of Christ in the Desert, New Mexico
Priest Sabbatical Program – NAC, Rome, Italy
Visit to Israel, Germany, Holland, Spain
Effective July 1, 2020

Daryl Moresco – Whitefriars Hall, Washington, DC
Center for Carmelite Studies at Catholic University/Washington, DC
Effective July 1, 2020

José Cilia – Parochial Vicar at Our Lady of Mount Carmel, Fairfield, California
Effective July 1, 2020

David Fontaine – Retirement to Our Lady of Mount Carmel Priory, Tucson, Arizona
Effective July 1, 2020

Edgar Lopez – Parochial Vicar at St. Cyril of Alexandria Parish, Tucson, Arizona
Effective July 1, 2020

Jorge Monterroso – Parochial Vicar at St Agnes Parish, Phoenix, Arizona
Effective July 1, 2020

William J. Harry – Sabbatical for six months: General Archives at CISA and Spanish studies in Salamanca
Assignment: 6 months: Our Lady of Mount Carmel Priory – Tucson, Arizona
6 months: Casa de San Alberto de Jerusalem – Nazaret, El Salvador

Carmelite Media – Publications | *The Sword* | Carmelite NGO
Salpointe Catholic High School
Effective following the confirmation of new provincial and council

Internships:

Effective upon reception of R-1 visas

Juan Esteban Rodriguez Benítez

– St Agnes Priory & Parish, Phoenix, Arizona
Supervisor: Bradley Peterson

José Manuel Santos Alvarado

- Residence: Our Lady of Mount Carmel Priory, Tucson, Arizona
Ministry: St. Cyril of Alexander Parish, Tucson, Arizona
Supervisor: Paul Henson

Miguel Ángel Guerra Martínez

– Residence: St. Elias Priory, Joliet, Illinois
Ministry: Our Lady of Mount Carmel Parish, Joliet, Illinois
Supervisor: Nepi Willemsen

Other:

Frank McAleese has returned home to the Irish Province after serving about three years in the Peruvian Commissariat. We thank Frank for his generous assistance during this time.

Healthcare Report from Myron Judy

An extensive Health update on various members of the province was provided by Myron Judy. His attention and generous service to our brothers is most gratifying, and a confidence that our elderly and those facing medical challenges at this time are extremely well cared for and supported by the province, especially,

Bishop Michael LaFay suffering with significant dementia
Kevin Lafey recently diagnosed with early stages of prostate cancer
John Sprissler with Restrictive Lung Disease
Blaise Mc Inerney and Roger Bonneau both with dementia
David Blachard several recent serious hospitalizations
Angelo Mastria and Ivan Cormac Marsh with various medical issues
Charlie Kwiatowski now receiving palliative care
Joseph McGowan recently tested for Covid-19 which came back negative
Tiernan O’Callaghan his heart condition has improved but weak
Gus Carter and Matthias Ewing both suffer from dementia
Hank Ormond recently treated for a urinary tract infection

As always, we have still other men who have ongoing health conditions, needing and receiving the attention of medical staff. Let us remember them and all our health challenged brothers in our daily prayers.

Reports from Commissions/Departments/Board Meetings of Affiliated Organizations

Carmelite Secondary Schools Commission February 4-7, 2020 | Annual Meeting

The Carmelite Secondary Schools Commission (CSSC) met at Salpointe Catholic High School, Tucson, Arizona, along with the *Laudato Si' Showcase* (LSS) from February 4-7, 2020. The agenda was a very extensive program and very well-organized, with the presidents and principals from our five high schools in the United States involved in a number of professional development sessions. Sessions also included the Advancement/Development Directors from each school.

The *Laudato Si Curriculum*, a program initiative developed by Salpointe Catholic, was very well received, especially by guests from several other schools and one diocese from across the country who were attending the meeting to learn more about this initiative. Their sessions permitted them to experience the implementation of the curriculum by attended classes at Salpointe Catholic.

The following modifications to the Secondary School Manual, proposed by the Carmelite Secondary Schools Commission, were unanimously approved by the Provincial Council:

1. Policy Title: Board of Directors (p. 26 of the 2017 version of the policy manual):
Under: B “Number, Tenure and Qualifications”
From “*It is recommended that the number of directors shall not be less than eleven nor more than twenty-one; that the initial term of office shall be **two (2) or four (4) years**, subject to reappointment for not more than two (2) subsequent terms.*”

Change to: “*It is recommended that the number of directors shall not be less than eleven nor more than twenty-one; that the initial term of office shall be **two (2), three (3) or four (4) years**, subject to reappointment for not more than two (2) subsequent terms.*”

Fr. Bill noted that this policy was “recommended.”

2. Under C: Chair of the Board
From “*The chair of the Board shall be elected **annually** by the Board of Directors from its members with a limit of three (3) successive teams.*”

Change to “*The chair of the Board shall be elected by the Board of Directors from its members **for a three-year term** with a limit of two (2) successive terms.*”

3. The **addition of the position of Treasurer**, in addition to the Chair, Vice-Chair, and Secretary positions.

In addition, a further proposal was discussed that the number of Carmelites on the Board of Directors be revised from four to three. The rationale being that it is becoming increasingly more difficult to find qualified Carmelites willing and available to serve on the boards. However, we do want to maintain a strong and vibrant presence in our Order-owned schools. We believe, with the Board of Members consisting of six Carmelites, three Carmelites on the Board of Directors, maintains this commitment. The co-sponsored schools have two (Carmel) or three (JCA) Carmelites on the Board of Directors.

A proposal was made and accepted for future meetings of the Secondary School Commission: For 2 years in a row, our schools in Peru will meet together in Peru, and the US schools will do the same in the US. Every 3rd year all our schools will come together for a “convocation.” The location of these convocations will alternate between Peru and the USA.

25th Anniversary of Mexico Celebration February 7-9, 2020

This was a very moving experience, a great celebration of 25 years of Carmelite presence in Mexico with parishioners in Torreón and the Carmelites. The opening Mass was celebrated by Tom Jordan, the sole surviving member of the “founding group.” The local bishop celebrated the closing Mass to a packed church. The festivities included a concert in the church on Friday night and a musical extravaganza in front of the church on Saturday night. A banquet dinner in the old church followed the Mass.

We congratulate everyone on a great team effort. With sincere gratitude to our brothers Emilio Rodríguez, Gregorio Vázquez Solís, and Adrián Ramírez Hernández for planning and executing an exciting program of events and liturgical celebrations which involved many of the parishioners from the Parroquia La Transfiguración del Señor.

Finance Commission Meeting February 19, 2020

No report available at this time.

Carmelite Media Meeting February 19, 2020

This meeting occurs once a month to coordinate the development of the websites, publications, and other details of Carmelite Media. Jorge Mora is a very good and co-operative worker.

Ken Pino has been asked to refocus his efforts on a regularly scheduled Carmelite Review in English and Spanish that promotes activities and people of the province. Carmelite Media has been a virtual

operation during the pandemic crisis, working from home as well as occasional visits to the campus is their commitment.

Formation Commission
March 20-21, 2020

The meeting was held via teleconference. Apart from regular house reports and reviewing the January Carmelite Studies Program, the commission reviewed proposed legislation from the Government Commission in line with the new (unofficial version) of the 2020 Carmelite Constitutions.

Provincial Staff Meetings
Minutes of February 24, 2020
Minutes of March 31, 2020

These meetings are currently held monthly to coordinate the work of the provincial office staff and are proving to be very helpful to the smooth daily operations.

Parish Commission
Minutes of March 2-4, 2020

Final revisions to the Parish Manual were made at this meeting held in OLMC Priory, Encino, CA. It was decided that all legislation related to parish ministry be included in the recently revised *Parish Manual*.

Attention was drawn to the process before withdrawing from a parish on page 18 of the revised manual which provides clear guidelines as we continue to look the future of our parish commitments.

In future all parish ministry legislation should be included the manual for revision every three years as we do with our other manuals such as: 2020 Policy Manual of the Carmelite Sponsored Secondary Schools and the 2020 Formation Manual.

The Council unanimously approved the changes to the Parish Manual and confirmed the 2020 Parish Manual. It can be found on the provincial intranet.

The Council wants to take this opportunity wholeheartedly to all who worked so hard on the Parish Commission especially as they guided the process of withdrawing from several parishes during this time.

Review Board (via email)
March 17, 2020

Due to the coronavirus pandemic, the “annual meeting” took place through email, which had been approved by Praesidium as an acceptable method. Members submitted their written comments to the Board chair having reviewed the protocols on our men. This is part of the annual process.

A review of the legal findings of an outstanding investigation was postponed until the Board can meet face-to-face.

Carmelite Secondary Schools Presidents Conference Call
March 30, 2020

All schools report doing as well as can be expected with e-Education learning in place. Seemingly our Carmelite schools were well prepared for this crisis, unlike public schools that struggled initially to adapt to eLearning. They will continue to follow State policies and most likely all graduations and other end of the year activities will be cancelled or moved to a later date.

A major concern moving forward is enrollment due to financial strains caused by the crisis. The schools have instituted programs to keep in personal contact with parents and students. Extra efforts are being made to maintain personal contact with in-coming freshmen and their parents.

The Provincial sent an official letter to our schools encouraging and supporting their efforts under difficult circumstances. While there are concerns there are so some good initiatives happening too.

Teleconference with Carmelite Parish Pastors
April 2, 2020

This was a good opportunity for the pastors to get together and share ideas of how to continue ministering under the pandemic crisis restrictions.

Whitefriars Hall House Chapter
April 3, 2020

Neil Conlisk received approval from the Whitefriars Hall for Solemn Profession of Vows. At its meeting, the canonical vote of the Provincial Council unanimously approved him this decision.

Nine Month Interviews with Novices in Middletown
April 8, 2020

William J. Harry interviewed by teleconference the three novices after receiving the recommendations of the of the Novice Directors.

The Provincial Council confirmed the petition of all three novices for Simple Profession of Vows: Luis Alberto Sibaja Casas, Barry Dineen, and Ramón Coutiño López.

Profession of Vows will take place on June 8th at the National Shrine of Our Lady of Mount Carmel in Middletown with just the novitiate community and the two Provincials due to regulations.

Following Simple Profession of Vows, all three newly professed are assigned to Whitefriars Hall effective June 8th. They will begin online summer classes at CUA soon after.

Provincial Archives Meeting February 21, 2020 & April 15, 2020

These quarterly meetings continue to provide updates on the ongoing work of Robert Boley and Robert Traudt in the Archives. They are waiting for a new database to be installed. Work continues on organizing the files and ensuring that materials are preserved.

The Archives has conducted several researches for the Provincial and for outsiders.

Lay Carmelite Commission Meeting April 13-15, 2020

The formal face-to-face meeting was canceled because of the coronavirus pandemic. Members continue to update the statutes of the Lay Carmelites.

Each community is visited every three years. Some concerns have been expressed about the triennial visitation because they have not been able to be done. Alternative ways of making these visits will be sought. Groups have not been meeting during the pandemic.

Ways continue to be investigated to involve the Lay Carmelites with more of the responsibility for the organization. The Provincial spoke of the smooth ministry under Cindy Perazzo's leadership as Provincial Coordinator of the Lay Carmelites. She has addressed the difficulties firmly but pastorally. She has a vision and ability to work with others to make the vision real.

Communications

From the Prior General

- Letter to Prior General regarding Chapter asking for permission for Chapter postponement and voting by mail.
- Letter from Prior General granting permission for Chapter postponement until June 2021 (exact date to be determined based on Prior General's schedule and retreat house availability). This letter also grants permission for voting by mail.

**From the Peruvian Commissariat
Commissary Council Meeting Minutes
February 20, 2020**

Minutes from the Commissary Council's meeting of February 20, 2020 were received and reviewed by the Provincial Council. In accordance with the agreement between the Province and Commissariat, the Prior Provincial must approve assignments. Therefore:

- The Provincial confirmed Rodolfo Aznaran as Prior of the Pucasana Community
- The Provincial confirmed Raúl Maraví's assignment to Casa San Elías to be the formator of the professed brothers.
- The Provincial confirmed Enrique Laguna as Secretary of the Americas at the request of the Councilor General for the Americas.

Community Visits

Provincial Visit to El Salvador

January 22- 27, 2020

This was a very busy visit to El Salvador— for the Provincial Council meeting, the Annual Meeting of the Province in El Salvador, and the solemn profession of Roger Stanley Malara and Edgar Lucio Lezama. During the stay, I was able to meet with each of the students and Quinn Connors and Carl Markelz met with David Blanchard for a significant period of time. The Prior Provincial spoke with David before celebrating Sunday Mass at Nuestra Señora de Lourdes.

On January 22, the entire community, along with the Provincial Council, met at the conference center for the Finca San Elias. Br. Larry Fidelus led the process for the development of the Provincial Strategic Plan, Vision 2026. The group then went through updating the Strategic Plan for the Province in El Salvador. This highlighted goals that had been reached this past year, as well as developed new goals for the coming year. An updated version of the plan will be distributed at the Provincial Chapter in June 2020.

Following this, a Q&A with the Provincial Council followed. This was the first time most of the students had met the members of the Provincial Council. The group had a very good discussion on a variety of topics. The following two days, Thursday and Friday, were dedicated to the Provincial Council meeting.

On Saturday, the Prior Provincial received the solemn profession of Roger Stanley Malara and Edgar Lucio Lezama at the Hospitalito on the campus of the Carmelite Sisters of Divine Providence. A reception followed in the hall with members from the two Lay Carmelite groups in El Salvador present.

Following the celebration of Mass at Our Lady of Lourdes Parish with members of the Council, we met with the young people who run Radio Titus, the internet radio station of the parish. We spent some time discussing ways that the Carmelites and the radio station could work together.

Provincial Visit Tucson Communities

February 1-7, 2020

The Prior Provincial participated in the Carmelite Secondary Schools Commission's annual meeting. The meeting is reported on elsewhere. But the visit presented the opportunity to visit each person in the priory at Salpointe Catholic High School. The three Salvadoran interns arrived on Sunday evening to begin English studies at the University of Arizona.

Some repairs to the roof are necessary after 60+ years. I was also able to meet with Jorge Monterroso from St. Cyril's parish, as well as Charlie Kwiatkowski and Ivan Marsh at Sunrise.

Provincial Visit to Torreon, Mexico

February 7-10, 2020

The primary reason for the Prior Provincial's visit to Torreon was the celebration of 25 years of Carmelite presence in Mexico. The celebration the first evening with a Mass celebrated by Tom Jordan, one of the original group of Carmelites to go to Mexico. This was followed by a musical concert by various groups in the parish. On Saturday, the parish had the evening Masses in the various chapels followed by a massive free concert at the front of the new church building. On Sunday, Bishop Luis Martín Barraza Beltrán led the celebration of the 25th anniversary with Mass.

Vice Provincial Report

Carl Markelz reported that during February and early March he attended board meetings for our five schools in the US, meetings for the finance, parish, and formation commissions, while also doing and intern visitations. He will continue to do internship workshops with the future interns and supervisors on-line. He also visited most of the men in California and Arizona. The Darien Campus, including the provincial offices, have been closed since March 16. During this time Carl has been staying home in the Sant'Angelo community at St. Cyril Priory in Chicago. He has been making many phone calls and been involved in Zoom and Lifesize video meetings, especially with pastors and priors and many of the men who live alone.

New Business

Justice and Peace and the Integrity of Creation Commission

Emilio Rodriguez

February 12-13, 2020

The Provincial Council carefully considered the recommendations for the JPIC Grant Applications for the Carmelite Charity Fund and the Carmelite Human Development Fund. The Council did not approve

all the grant requests submitted by the JPIC Commission. The Provincial Council voted 4-1 in favor of the modified grant recommendations:

Carmelite Charity Fund (CCF)

ID Name	Request	Rec
1 Episcopal City Mission, David Semmens	5,000	5,000
2 Orden Carmelita, Benjamin Constante	30,000	30,000
3 St. Agnes, Brad Peterson	5,000	5,000
4 Timor Leste, Sean Keefe	10,000	10,000
5 St Cyril, SVDP Enrique Varela	5,000	5,000
6 OLMC Tenafly Medical Mission, Dan O'Neil	5,000	5,000
TOTAL CCF	60,000	60,000

Carmelite Human Development Fund (CHDF)

ID Summary	Request	Rec
7 Centro Derechos Humanos, Peter Hinde	5,000	5,000
8 St. Agnes, Brad Peterson	5,000	5,000
9 Conferencia de Religiosos, Robert Menji	3,000	3,000
10 Mount Carmel HS, James Lewis	10,000	0
11 Timor-Leste, Sean Keefe	10,000	10,000
12 Salpointe, Emanuel Franco	15,000	0
13 Joliet Catholic, Nepi Willemsen	5,000	0
14 Carmelite NGO, Jane Remson	8,000	8,000
15 Salpointe Catholic, Emanuel Franco	10,000	0
TOTAL CHDF	71,000	31,000

Remaining amounts will go into the Emergency Disaster Fund which responds to fund requests that arise during the year for unseen emergencies.

Carmelite Missions Office

The Provincial Council received a Year-to-Date summary on the Carmelite Mission Office from Joseph O'Brien. There is the beginning of a Mission Fund with \$962,000 in the principle. The office has \$696,000 to dedicate to projects.

The following projects were approved by the Provincial Council at the suggestion of the Province's Mission Office and will be funded by the Missions Office:

- + Nuestra Señora del Carmen School – Barranco: Seven projectors for the classrooms – \$4,219.
- + Colegio Nuestro Salvador – José Galvez: Seven televisions for the classrooms –\$1,938.
- + Nuestra Señora del Carmel Parish – José Galvez: Roof repairs and lighting improvements in the church – \$40,000.
- + Parish in the Pernambuco Province in Brazil – general rebuilding and clean-up - \$12,000.

+ Casa Espiritual El Carmen Sonsonate, El Salvador – Improvement to land and construction of small house for conferences and hospitality at new retreat property – \$50,000

It was noted that many projects have been possible because of the generosity of those contributing to the Carmelite Missions Office under the excellent stewardship, guidance, and hard work of Joseph O'Brien, Director of Carmelite Missions.

Continuing Business

2020-2026 Strategic Plan

The Provincial Council unanimously approved the Final Draft of the April 15 document presented by Larry Fidelus. It was decided that the 2020-2026 Strategic Plan will initially be made available to the entire province as an electronic booklet on the Carmelite intranet. This is following the same procedure that will be used for our other manuals as previously mentioned.

The Provincial Council extends its deep gratitude to Larry Fidelus, O. Carm., for guiding the members of the Province through the process of revising and updating the 2020-2026 Strategic Plan. There were major contributions to the strategic plan from the entire province— through input by individuals, commissions, and the five pre-chapter meetings.

Finance Office

Joe Atcher and Brian Gawel (Director of Finance) provided an update to the Council on the financial matters of the Province since the last Council meeting held in January 2020. The following was discussed:

- The investment portfolio valuation at March 31, 2020 was provided to the Council for review. As a result of the COVID 19 pandemic and the resulting economic downturn in the market, the investment portfolio has incurred a significant decline in excess of 15% for the month of March 2020. The best course of action for the investment portfolio is to stay the course and leave as invested, as the portfolio is diversified in the securities held.
- The internal financial statements for the nine-month period ended March 31, 2020 were reviewed. Nothing unusual to note (aside from the significant loss in investments).
- The Provincial Office has been successful in getting the Society of the Little Flower and the Gift Shop enrolled in the federal Small Business Administration PPA loan program. The proceeds of the loans (which will not be needed to be repaid) will assist in the payment of the employees for these ministries. We are still waiting for approval on loan applications for the Provincial Office, Spiritual Center, and Whitefriars Hall. Hopefully these will be approved as part of the second wave of federal funding.
- The Provincial Office is still working through the budget process for Fiscal 2021. Outstanding personal budgets are being followed-up upon.

Capital Improvements Projects

Ryan Anderson, the Director of Provincial Properties, submitted a report on the following properties:

+ St. Cecilia in Englewood

The Provincial Council reinforced the practice, which is included in the contract, that it must approve any construction to the Charter School at St Cecilia's. This is true of all buildings owned by the province.

Family Promise of Bergen County has approached the parish about renting the former grammar school. The Council approves this initiative as presented. Ryan Anderson will be involved on behalf of the province in the development of the contract and the project.

In addition, the Provincial Council approved the reconstructions of steps leading to the sanctuary in the church. These are currently uneven and potential dangerous.

Plans are progressing slowly, due to City Planning Ordinances and the coronavirus for the Conference Center in the former convent.

+ Monastery of Mt Carmel at Niagara Falls

The remodeling of the breezeway between the main building and the former gym and SOLF. Demotion of Avila Hall has been stalled temporarily. Eventually the breezeway will be refaced with the stonework from Avila Hall.

+ White House in Darien

Work to reroute the water to drain away from the house has resolved the problem of flooding in the basement. Work will begin asap on repairing the portico and steps which have been slowly disintegrating for many years.

+ OLMC Priory in Tucson

The monastery needs major roof repairs. A contract finalizing the costs was approved. It was agreed the costs will be shared evenly between provincial capital funds and priory funds at \$100,000.00 each.

Vocation Ministry Update

USA/Canada

Paul continues working with some new connections and ongoing ones too. The most recent conference attended was the RE Congress in Anaheim, CA. In attendance were Kevin Keller, Ryan Resurrección, Neil Conlisk, Manuel Santos, Esteban Rodriguez, Miguel Guerra, Fr. Tom Schrader and Mary Lambert. This is the second year that the Society of the Little Flower has accompanied the vocation team to the congress. Their presence brings into the booth many more people who have an interest in St. Thérèse.

Paul made contact with one prospect at the congress through a mother who has a great devotion to St. Thérèse.

It is unlikely that there will not be any candidates ready to enter the formation program August 2020. The possibility of candidate(s) for mid-year (January 2021 acceptance will be discussed.

Center for Carmelite Studies Update

Update April 2, 2020

The CUA campus is mostly shut down and all classes being given “online.” Here is the latest development in the Center for Carmelite Studies:

I. Supplementary Staff

The Center intends to advertise for an “office and events manager” or “administrative assistant” (or whatever title CUA’s human resource office determines is appropriate). The current thinking here is that we are unlikely to find someone who has all of the office skills in addition to being a doctoral candidate in Carmelite Studies, which qualifications are needed to teach graduate courses in our program. So, the Center will advertise for someone who can handle the organizing and communication, which is the most urgent need. But if we find someone who also has higher academic qualifications and a broad familiarity with the Carmelite tradition, all the better!

Steven Payne, the Carmelite Chair and Director of the Center, is working with CUA personnel to develop a job description. Meanwhile, the current TRS graduate assistant, Catherine Moon, will be able to help us until the end of the semester.

II. Budget for 2020-2021

The budgeting process is in process for the coming year with funds not used this year rolling over into the next year.

III. Logo for the Center for Carmelite Studies

Several people have been consulted and the logo should be ready in a couple of weeks.

IV. Website and Social Media

In consultation with the PCM Provincial and Carmelites on the Advisory Council, a first draft of material for *website* pages on the Center for Carmelite Studies has been developed. CUA is seeing this up online. We will then begin setting up presences in other forms of social media.

V. Home Office for the Center

The office for the Center for Carmelite Studies is in Caldwell Hall, room #505. When the campus reopens, the Center will be set to receive people.

VI. Events

Because of the coronavirus outbreak, the *Roland Murphy Lecture* scheduled for March 24 was postponed. The Center had agreed to contribute \$1500 to co-sponsor the event. The Biblical Studies area is now considering scheduling two Roland Murphy lectures next year: the postponed lecture in the fall semester, and the regular one in the spring.

Likewise, the Center will host a major *Annual Lecture in Carmelite Studies* every October around the feast of St. Teresa of Avila (October 15).

The Center hopes to take advantage of other opportunities for public presentations if we learn of other specialists in Carmelite Studies visiting the Washington area. Moreover, part of Steven Payne's responsibilities as the new "Chair of Carmelite Studies" will be to give an "inaugural lecture" in the near future.

VII. Contacts

Catherine Moon, our graduate assistant, is working on a *contacts list* for the Center, so that we can send out targeted information and announcements, including outside the USA.

VIII. Scholarships / Stipends

The three 3-year scholarships for graduate students working in the area of Carmelite Studies is being reviewed in light of the school increasing the stipend for living expenses to \$25,000/per year over 5 years.

IX. Courses / Programs

This semester the Center has "reactivated" the two-semester sequence (TRS 754F and 754H) on "The Carmelite Tradition." (The course in the fall semester covers the tradition from the beginnings up to 1500, and the second semester deals with the tradition from 1500 to the present.)

As the Advisory Council recommended, the director will begin working on a possible graduate certificate program in Carmelite Studies, including approval for additional courses and to identify adjunct faculty. A faculty member in the Spanish department has been asked to teach a course on the Spanish mystics next semester which may fit in well with our program. The director will look into additional possibilities of collaboration across different academic areas at CUA and perhaps within the larger Washington Theological Consortium.

Co-Sponsored Schools

Carmel Catholic High School

The Board of Directors met January 29, 2020, and the Board of Members meets usually twice yearly but has met on more occasions this past year as the school continues developing its Strategic Plan in conjunction with Advantage Carmel 2.0 planning. The Advantage campaign information was reviewed.

Carmel Catholic is projecting an enrollment drop enrolment to 900+ in the next couple of years. It was noted that tuition is high in the area with high caliber local public high schools. More families are choosing these high schools for financial reasons.

Joliet Catholic Academy

Board of Directors Meeting met on January 30, 2020. There is continuing concerned about enrollment as the diocese continues to plan on reducing the number of Catholic grammar schools.

The work continues on the new resource center at JCA.

Upcoming Events Around the Province and Order

2020

- May 23 Priesthood Ordination of Jeffrey Lima, O. Carm.
Washington, DC (Special invitation due to coronavirus)
- June 8 Simple Profession of Vows of the Novices
Middletown, NY (Private ceremony)
- June 8 Meeting of the North American Region of Carmelites
Postponed
- June 21-26 44th Provincial Chapter, Mount Carmel, Niagara Falls
Postponed | Awaiting New Date from Rome

Board of Members

Crespi Carmelite High School, Encino, California

Members present: William J. Harry, O. Carm., Carl Markelz, O. Carm., Paul Henson, O. Carm., Quinn Conners, O. Carm., Emilio Rodriguez, O. Carm., Daryl Moresco, O. Carm.

The minutes of the Board of Directors Meeting, February 25, 2020, were reviewed and accepted by the Board of Members.

The Board of Members unanimously approved the following:

+ The new Mission Statement of Crespi Carmelite High School:

To build men of character and faith unified in brotherhood and formed through a contemporary, Catholic, college preparatory education in the Carmelite tradition of prayer, community, and service.

+ The Crespi Strategic Plan. However, we ask to change the listing of the Carmelite Leadership as the Carmelite Board of Members. We also encourage more pictures to raise awareness of our Carmelite presence in the school. We also require that the Strategic Plan be presented to the Board of Members before it is published for official distribution.

+ New members approved for the Board of Directors:

- Christopher Malcolm

- Kevin Dorsey

Respectfully submitted by

Daryl Moresco, O. Carm.

Secretary

April 22, 2020

Board of Members

Mount Carmel High School, Chicago, Illinois

Members present: William J. Harry, O. Carm., Carl Markelz, O. Carm., Paul Henson, O. Carm., Quinn Conners, O. Carm., Emilio Rodriguez, O. Carm., Daryl Moresco, O. Carm.

Minutes of the previous Board of Directors Meeting on September 10 and November 12, 2019 were presented by Paul Henson, reviewed and accepted by the Board of Members.

February – At its meeting major concerns was expressed regarding enrollment projections.

April – These concerns have only intensified with the impact of the pandemic crisis which of course is facing ALL schools – Catholic school in particular.

Applied for \$million loan

June Board of Directors pending

The Board of Members reviewed the draft of the report on the 3-year evaluation of the school by the Board of Members. Members developed a set of comments and recommendations. A final report will be submitted for distribution to the administration and Board of Directors for discussion. Some form of the report should be submitted to the faculty, parents, and students.

Principle points of the recommendations are:

- + Communication between the various entities of the school needed to be better coordinated and improved.
- + Lack of diversity on Leadership, Faculty and Board of Directors needs to be addressed while acknowledging the diversity of the school population.
- + Continue to reinforce the effective outreach to the various institutions in the locality and wider Chicago area especially with the Obama Library.

Respectfully submitted by
Daryl Moresco, O. Carm.
Secretary

April 22, 2020

Board of Members

Salpointe Catholic High School, Tucson, Arizona

Members present: William J. Harry, O. Carm., Carl Markelz, O. Carm., Paul Henson, O. Carm., Quinn Conners, O. Carm., Emilio Rodriguez, O. Carm., Daryl Moresco, O. Carm.

Minutes of the Board of Directors' meeting on November 15, 2019 presented by Carl Markelz were reviewed and accepted by the Provincial Council.

The meeting of the Board of Members focused on the discussion of a new principal at Salpointe Catholic. In a previous meeting, the Board had determined to stick to the policy in the Carmelite Secondary Schools Handbook that the principal must be a practicing Catholic.

However, the school has advertised, and the search committee met, but failed to find a suitable candidate. The Board was asked by Kay Sullivan, president of Salpointe, to consider extending the interim principal's contract for a maximum of two years. With the current uncertainties in the world with the coronavirus pandemic and the economy, and the school progressing with online education, it was felt no suitable candidates are going to emerge. The superintendent of Catholic schools for the Diocese of Tucson is a member of the search committee.

The Board voted to approve the extension of Keith Gabalski's contract for a maximum of two years but that the Bishop of Tucson be notified, and the situation be discussed with him.

Respectfully submitted by
Daryl Moresco, O. Carm.
Secretary

April 22, 2020