

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 read 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 Minutes
August 16-18, 2016
Avon by the Sea, New Jersey

Members Present: William J. Harry, O. Carm., Joseph Atcher, O. Carm., Samuel Citero, O. Carm., Myron Judy, O. Carm., Emilio Rodriguez, O. Carm., and Paul Henson, O. Carm.

This summer meeting was directed towards planning for the last year of this provincial council and the development of strategies for the completion of projects in the council's three year plan. As such we dispensed with many of the usual reports. These will be discussed and reported at subsequent meetings.

Reflections/Discussion on Triennial Meetings

The council discussed the five triennial meetings that were held throughout the province and highlighted the issues that surfaced during these meetings. Overall, the members expressed a high level of satisfaction and gratitude for participating in the meetings. The Council thanks those who were able to attend for making the experiences quite valuable to our understanding of the issues.

El Salvador: The meeting provided an opportunity to discuss fraternity and the future of the Order in El Salvador. A process to evaluate simply professed members who are requesting solemn profession will need to be established by the formation commission. The council spent time discussing future projects in El Salvador as part of the Long Range Plan that the members in El Salvador have developed. The provincial will be investigating possibilities for the purchase of land for future Carmelite sites in the San Salvador area and discussing with officials of the archdiocese the possibility of ministries in the archdiocese. This will prepare us for when we have more solemnly professed and ordained members in the country.

Motion: *To purchase land in El Salvador for future sites of Carmelite ministries.*

Myron Judy, O. Carm., made the motion.
Paul Henson, O. Carm. seconded the motion.
All members voted in favor of the motion.
The motion passed.

Mexico: The meeting provided an opportunity to discuss the future of the Order in Mexico and to identify issues that still need to be addressed allowing for future growth. Since the December 2015 meeting, communication has improved between the members and the provincial. Discussions about how Mexico will repay the loan for construction of the church in Torreon to the province are being conducted. The legalization of an Association which will allow individuals and organizations to benefit from tax relief for

donations to the Order is nearing completion. The “comedor” is functioning, providing meals three times a week to 70 poor people from the area.

The issues of leadership development and building common interests between the Carmelites in Mexico City and Torreon need more focus and commitment by the men in both cities.

Niagara Falls, Canada: A persistent theme was the diminishing presence of Carmelites in the Jersey Valley. New initiatives have surfaced and are being considered by the leadership and the local communities. Vocation promotion in this area to the Carmelite Order has waned for years and has produced very few candidates in recent years. For growth to happen or for a renewed interest in serving within the New Jersey area, a renewal of prayer, community gatherings, and a balanced/reasonable approach to ministry may need to happen. The other main issue seemed to be the lack of priors taking the initiative in the local communities. The lack of house meetings, which is a foundational block of our chapter system, is an issue that needs to be addressed.

Darien, IL: The participants enjoyed the conferences and topics of discussion. There was a concern that the workload of the provincial and vice prior provincial has increased, and absents them from community events, due to the elimination of the commissary provincials. The men also expressed a concern about the quality of care and the number of Carmelites who will be available in the future.

Phoenix, AZ: Since the government restructuring, the role of the prior has taken a primary place around the province and many priors feel inadequate to exercise this role. Therefore more work is needed to help priors increase their knowledge and develop skills associated with this role.

Communications

General Congregation of the Order

The agenda for the 2016 General Congregation was sent to the council for review. The provincial highlighted three discussion points which the meeting will focus on: a demographic study of the membership from 2016 to 2050; the restructuring of Carmelite buildings in Rome; and a discussion of the percentage of contributions made to the curia by provinces. The PCM Province accounted for 18% of the Curia’s budget for the past six years and we will express our desire to stay at the same level.

Community Visits / Community House Calls

The reports on the call to the communities focused on the regularity of house meetings, the quality of participation by the house members and the helpfulness of these

meetings. With the exception of a handful of houses and in priories with less than 3 members living in the house, most houses have regular meetings. Those with fewer members have regular informal meetings. Some priors reported that meetings are held during dinnertime for convenience. Discussions may include Carmelite themes, community life, and ministry commitments.

It was noted that we rarely receive a response from some priors to our attempts to learn what is happening in the communities.

Commissions/Board Meetings of Affiliated Organizations

Praesidium

Praesidium, Inc., recently published their 2016 Standards for Accreditation with Requirements for Accreditation and Clarifications. Every council member was given a copy of this publication.

The **Policies for Maintaining Ethical Ministry with Minors and Adults** (Blue Book) of the PCM Province were revised by Myron Judy, Director of Health Care and Provincial Delegate for Behavioral Health, to reflect the 2016 policies and standards of Praesidium. The provincial council has until August 31, 2016 to submit comments or questions to Myron related to the Blue Book and the revisions.

Standard 18 in the Praesidium 2016 Standards for Accreditation states,

“In cases where an allegation of sexual abuse of a minor committed by a Member has been established, the Institute will inform the leadership of any organization or ministry in which the Member has admitted to, or is suspected of, having sexually abused a minor, to the extent possible.”

The current PCM policy states **that when an allegation is first received, there was a “duty to notify all ministries/programs where an accused member has ever been in ministry.”** In practice, the notification to all ministries occurred when an allegation was first received or reported and before the establishment of an accusation.

The council conditionally approved the revisions to the ‘blue book.’ These will be forwarded to the provincial lawyer and the PCM Misconduct Review Board. At the conclusion of their review, the policy will be returned to the provincial council for final approval.

Vocation Update

The vocation office continues to communicate with inquirers from the Carmelite website, Visions Magazine, and the Vocation Placement agency. Parishes and schools were visited in the past six months. The carmelites.net website has recently received an

surge of inquiries. However, many of these inquirers lose interest or do not return phone calls or email responses by the office. Four possible applicants for the 2018 prenoviate class were discussed. Finally, six Carmelites attended World Youth Day in Krakow, Poland, and handed out a high volume of vocation promotional items.

Review of Council's Three Year Goals

Each council member reflected upon their assigned goal, focusing on items that still need to be accomplished.

Goal 1: To Inspire a Life of Prayer

Myron Judy reported that the goals have been accomplished. Ongoing work could focus on regular discussions on prayer in the communities and recommendations of books for spiritual reading.

Goal 2: To Evangelize by Spreading the Gospel in Word and Action

Paul Henson reported that much work has been accomplished. Ongoing work could focus on a more active engagement toward promoting vocations at the local level: parishes, schools, retreat centers, etc. Study the methodologies of dioceses or other religious orders that are seeing an increase and sharing those results with the membership. More ongoing work could focus on disseminating social justice topics and transcripts of presentations given at the bi-yearly JPIC meetings. The Congregation for the Major Superiors of Men offers resources on justice topics as well as diocesan offices that could be shared with the membership.

Goal 3: To Grow in Fraternal Communion

Sam Citero reported that most of the topics have been accomplished. Ongoing work could include a letter from the provincial that encourages conversation around the theme of "brotherhood in religious life." In the area of formation, a discussion is needed to reflect upon and assign new formation personnel for the future.

Goal 4: To Think Carmelite Family

Emilio Rodriguez reported that the goals have been accomplished. More work is needed, however, to improve regular communication between Mexico (Torreon and Mexico City) and El Salvador. Also, there is a need to coordinate and connect websites/webpages that are managed by Mexico and El Salvador.

Goal 5: To Serve the People of God

William J. Harry reported that much work has been completed toward accomplishing all the goals. Some are on-going. The focus this last year will be on hiring a Director of Sponsorship. At the chapter, a proposal will be made to reaffirm the method of sponsorship which already exists. A second proposal will allow the possibility for other Catholic schools to request the province to sponsor them. This new form of sponsorship will not require assigning Carmelite personnel nor any financial obligation on our part.

Goal 6: To Provide Accountable and Transparent Stewardship

Joseph Atcher reported that many of the goals have been accomplished. However more work needs to happen around providing opportunities to discuss the vowed life in our communities and retreat centers.

The final goal was to form a development committee to look for creative ways to enhance the financial support of the province. The provincial council is establishing a **Development Committee** and has asked the following to serve:

William J. Harry, O. Carm. (as provincial)
Joseph Atcher, O. Carm. (as provincial treasurer)
Robert Colaresi, O. Carm. (director, Society of the Little Flower)
Joseph O'Brien, O. Carm. (director, Carmelite Mission Office)
2 lay members with expertise in the fundraising area will be appointed

Lay Carmelites

As previously announced Sr. Mary Martin is retiring as provincial coordinator of the Lay Carmelites. We again thank her for her dedication and energy these many years. The provincial council will take this opportunity to evaluate the provincial outreach to the Lay Carmelites. Among issues initially discussed are: the role/job descriptions of the staff, the outreach to the Spanish speaking lay communities that are developing throughout the province, the further reduction of the provincial subsidy. The provincial and vice prior provincial will set up a process with discussions to evaluate the Lay Carmelite operation.

Changes on the Darien Campus

A "ministry administrative team" was recently established to discuss various issues that have arisen in the myriad of ministries on the Darien campus, their accountability, and the functioning of the various ministries in support of each other. The team is comprised of:

William J. Harry, O. Carm.
Joseph Atcher, O. Carm.
Robert Colaresi, O. Carm.
Brian Gawel, Director of Finances

This group will meet monthly initially. A first meeting was held on July 28. Several decisions were made:

- Finances in the Lay Carmelite Office finances will be moved to the Provincial Office. This was previously done by Society of the Little Flower.
- A Retreat Center Advisory Board for the Darien retreat center was established to oversee its finances and programming. The members are:
William J. Harry, O. Carm.

Joseph Atcher, O. Carm.
Robert Colaresi, O. Carm.
Brian Gawel
Steve Bridges

- The finances of the various ministries located on the Darien campus will now be reviewed on a quarterly basis by the provincial treasurer and provincial director of finance.

Carmelite Mission Office

The Carmelite Mission Office will be relocated to St. Cecilia Church in Englewood, New Jersey. The current staff in Darien, Maria Juarez, will be relocated on the Darien campus. This transition will take place in mid September with the final changeover being accomplished by the end of October 2016.

Beginning immediately, the Provincial Council will decide on all requests for funding submitted to the Mission Office.

Appointments/Assignments

David Semmens	Jesuit Refugees Services	July 25, 2016
	Residence: 499 Saint Matthew Street; El Paso, TX 79907	
Alfredo Serrano	Whitefriars Hall, Washington, D.C.	July 30, 2016
Dr. Jonathan Schild	Chair, Secondary Schools Commission	August 16, 2106

Darien Retreat Center Advisory Board

William J. Harry, O. Carm.
Joseph Atcher, O. Carm.
Robert Colaresi, O. Carm.
Mr. Brian Gawel
Mr. Steve Bridges

Darien Ministry Administrative Team

William J. Harry, O. Carm.
Joseph Atcher, O. Carm.
Robert Colaresi, O. Carm.
Mr. Brian Gawel, Director of Finances

Provincial Development Team

William J. Harry, O. Carm. (as provincial)
Joseph Atcher, O. Carm. (as provincial treasurer)
Robert Colaresi, O. Carm. (director, Society of the Little Flower)
Joseph O'Brien, O. Carm. (director, Carmelite Mission Office)

Finances

Joseph Atcher led the provincial council through a review of the provincial finances. The end of the year assets and liabilities for both 2015 and 2016 were reviewed. Due to lower contributions to fundraising entities, a decrease in the net assets will be reflected for the 2016 fiscal year.

The budgets for provincial capital expenditures, the general fund, operating fund and the senior fund for the fiscal year 2016-2017 were reviewed and approved. The operating fund is projected to have more expenses and less revenue creating a deficit budget. The senior fund is projected to have a surplus.

Motion: To approve the capital expenditures budget, the general fund, the operating fund and the senior fund for the fiscal year 2016-2017.

Myron Judy, O. Carm., made the motion.

Samuel Citero, O. Carm., seconded the motion.

All members voted in favor of the motion.

Motion passed.

The investment trust funds were reviewed. The Master Trust continues to track with the market showing a slight increase and the senior trust fund showed a slight decrease.

A report on the Mahwah, Peabody and Nokomis properties was given. The Mahwah and Peabody properties are possibly nearing sale. More discussions are underway about the adjacent property near Carmel in the Valley to insure that we have access from Mission Valley Blvd. in addition to Laurel Road.

Upcoming Events Around the Province and Order

General Congregation – Fatima, Portugal

September 18 – October 1, 2016

150th Anniversary of St. Cecilia's Parish – Englewood, NJ

November 6, 2016

60th Anniversary of Colegio Nuestra Señora del Carmen – Miraflores, Perú

Mass – November 8, 2016

Dinner – November 19, 2016

Annual Meeting of the Order in Mexico

December 5-9, 2017

Annual Meeting of the Peruvian Commissariat

January 10-13, 2017

[Provincial Chapter
June 19-23, 2017]

Upcoming Provincial Council Meeting Dates and Places

Please note the following dates and places the provincial council will meet. If there are major celebrations which you would like the provincial council to attend in conjunction with a meeting, please let the provincial know and adjustments can possibly be made. Dates and locations more than one year out are tentative. All this information is on the province calendar on the province intranet (ocarmintra.net) to facilitate scheduling of commission and board meetings.

October 11-13, 2016 – Phoenix, Arizona
November 29 - December 1, 2016 – Washington, DC
February 14-16, 2017 – Encino, California
May 2-4, 2017 – Nokomis, Florida