

PROVINCIAL COUNCIL MINUTES

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PROVINCIAL COUNCIL
Meeting #2 - October 17 & 18, 2017
St Cyril Priory, Chicago, Illinois

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

The Provincial Council met in the priory in Chicago and is grateful to St Cyril Priory, Carith House and St Thomas the Apostle members for their hospitality. On Wednesday evening, approximately 20 Carmelites, which included several members of the Parish Commission, enjoyed a meal and a fraternal gathering at Carith House.

Meetings began with prayer led by Quinn Conners on Tuesday, and on Wednesday prayer was led by Emilio Rodriguez.

Additional items for the agenda:

1. Matt Gummess
2. Roger Bonneau

Work on Provincial Council Goals for the Triennium

The Provincial Council continued working with Larry Fidelus, O. Carm., at this meeting to update and finalize the Triennial Goals of the Provincial Council, based on the Goals and Objectives of the 2014-2020 Strategic Plan, Vision 2020.

In preparation for this work, each member of the Provincial Council submitted suggestions for these updates. These will be available for the Province in December 2017, which includes an additional Goal to Vision 2020 entitled: #3 To promote the study and teaching of Carmelite Spirituality.

It was agreed after some discussion to distribute the updated Goals and Objectives of the Strategic Plan to the various Commissions for the purpose of acting on them at their meetings, and reporting back to the Provincial Council annually as to how they are meeting these goals. A final report evaluating their implementation will be compiled for the 2020 Provincial Chapter.

Reports from Commissions/Departments/ Board Meetings of Affiliated Organizations

Vocations Commission – August 11-12, 2017

Paul Henson reported on a very successful meeting of the Vocation Commission which took place in El Salvador from August 11-12, and other vocation efforts in the USA/Canada.

Several topics pertaining to the work of the commission were discussed at length. These were:

1. Advertising and marketing
2. Websites Updates for Mexico, El Salvador and Peru
3. Processing candidates in keeping with Praesidium standards
4. Reviewed the policy for candidates with previous seminary experience
5. Age requirement & educational qualifications important considerations
6. Vocation Discernment Retreats in Peru, Mexico and USA/Canada.
In El Salvador live-in experience and regular visits to the community
7. Implementing and Remaining updated on Praesidium Standards
8. Database no longer satisfactory. Need to update so that each area of the province can access it

Darien Carmelite Spiritual Center Board – August 24, 2017

The center continues to be heavily used by various groups. There have been some administrative difficulties with new staff during a period of transition for the center.

We are in the process of finalizing the campus handbook for distribution to all campus employees, except for Society of the Little Flower (SLF) employees. The handbook is looked upon as one of the stronger ways the Society of Mount Carmel (SMC) can maintain fiduciary responsibility over the ministries it is responsible for i.e. Spiritual Center, Gift Shop, Lay Carmelites, Provincial Office, Carmelite Media.

Ken Pino, the campus technology director, was performing a PCI Compliance review over all entities (except for SLF).

A search for an Assistant Director of the Carmelite Spiritual Center was underway (and a person has been hired). This person will deal with some of the day-to-day operations. It was agreed that Joseph Atcher, Glenn Snow, and possibly Steve Bridges be involved in the interview process.

Finance Commission – August 29, 2017

The Provincial Council thanks Hilary Milton for his membership on the Finance Commission, and welcomes Raymond Clennon who was appointed to take his place.

Carl Markelz motioned to add Ray Clennon to the Finance Commission to replace Hilary Milton.

Paul Henson seconded.

The motion passed.

The Council received and reviewed the minutes of the Finance Commission's August 29, 2017 meeting.

Provincial Archives – August 30, 2017

This continues to be a work in progress with the transfer of the archives from the Provincial Offices to their new location in the Carmelite Center where the Media Office was located. It is planned to meet quarterly.

Goals for Next Quarter are:

1. Continue searching for property deeds.
2. Begin an inventory of photos.
3. Check again that the Novitiate Registration Book is up to date.
4. Move Provincial Meeting Materials from the Provincial Office to the Archives.

Justice, Peace and the Integrity of Creation (JPIC) Commission – Sept 28-29, 2017

The Provincial Council received updated policies from the Commission for the two provincial funds whose funds are dispersed for projects recommended by the JPIC Commission, i.e.:

1. Carmelite Human Development Fund
2. Carmelite Charity Fund – The Provincial Council amended this to include that funding is limited to one year and not repeated.

These policies will be translated and posted on the Province intranet.

The commission will continue working on ways to sensitize the province to JPIC issues, with special attention given to *Laudato Si*.

Communications

Peru Commissariat

Peru Commissariat submitted minutes of their Council meetings which were reviewed by the Provincial Council. The Council thanks the Commissariat of Peru for the minutes of their meetings.

Community Visits

Provincial Visit to Centro Xiberta - El Salvador - August 10-15, 2017

On August 11, the Provincial met with Mons. José Luis Escobar Alas, the Archdiocesan chancellor, to update him on several matters, including the laicization of Norberto Polanco and the land that we recently purchased.

The Carmelites and the community of Nuestra Señora de Lourdes celebrated the diaconate ordination of Benjamin Salas by the Discalced Carmelite bishop, Oswaldo Escobar Aguilar, bishop of Chalatenango on August 11.

On August 12, at Nuestra Señora de Lourdes, the Provincial received the profession of Solemn Vows of Luis Jesus Paz Acosta before a full church. Because the Vocation Commission was meeting at Centro Xiberta, there were a number of Carmelites present.

The remainder of the time was spent meeting individually with the professed Carmelites and the pre-novices.

Provincial Visit to Whitefriars Hall - August 18-20, 2017

This visit was an opportunity to be present for part of the Carmelite Studies program which ran from August 16-20, 2017, at which Craig Morrison, Sr. Connie Fitzgerald, and Tracy O'Sullivan presented topics on Prayer in the Carmelite Tradition.

The second purpose of the visit was to celebrate the simple profession of vows of Sergio Roberto Sanchez Mejia on Sunday, August 20, which took place in Whitefriars Hall, Washington, DC. Because Roberto's family could not attend, the celebration was streamed over Facebook.

The visit also was an opportunity to meet with the formandi - pre-novices, novices, and simply professed from the province.

Provincial Visit to St. Thomas Community - Tucson - September 22, 2017

The provincial visited individually with each of the three members of the community of St. Thomas in Tucson. This visit provided a good opportunity to speak with all three brothers, each of whom is dealing with medical issues, and be updated on their well-being.

Provincial Visit to Niagara Falls, ONT - September 28-30, 2017

The provincial visited Niagara Falls on September 28 to be the celebrant and homilist at the St. Therese of Lisieux feast day celebrations. This involved preaching at two Masses and celebrating one.

While in Niagara, he met one-on-one with all members of the community, except Gerard Power, pastor of St. Patrick's.

Provincial Visit to Whitefriars Hall - September 30-October 3, 2017

The Solemn Profession of Vows of Emanuel Franco Gomez occasioned this visit to Whitefriars Hall in Washington, DC. The provincial received the solemn vows of Manuel Franco during Mass in the Crypt Church of the Shrine of the Immaculate Conception on the campus of Catholic University of America. A number of Carmelites came to Washington for the celebration. Because Manu's family could not attend, the celebration was recorded and then streamed over Facebook.

The visit also provided an opportunity for the provincial to have one-on-one meetings with some of the Carmelite formandi, including those staying at Whitefriars for the celebration.

Provincial Visit to Casa del Carmen - Tlalpan - October 5-10, 2017

There were two purposes to this visit: 1) Check in with the two Carmelites in the house as well as the four pre-novitiate students; 2) Participate in the vocation retreat and interview the candidates who may apply for admission to the pre-novitiate program.

Three of the students have classes at Universidad Intercontinental (UIC) and one travels over an hour each day for classes at Instituto de Formación Teológica Intercongregacional de México (IFTIM). Classes just resumed this week following the earthquake that was centered a bit south of Mexico City on September 20, 2017. Our house in Tlalpan suffered no damage from the earthquake. The electric power was lost for a few hours.

The provincial met with each of the pre-novices one-on-one for 45-60 minutes. They seem well integrated into the program and very satisfied with the community and their own progress.

Five candidates attended the Discernment Retreat. Others were not able to attend due to aftermath of the earthquakes.

Continuing Business

Members

Changes in Residence/Ministry

Matthew Gummess – after Priestly Ordination on January 20th, 2018, is assigned to St. Raphael Priory and Parish community until he commences doctoral studies in August, 2018.

Tracy O’Sullivan is assigned to St Cyril at Sant’ Angelo Priory – effective immediately.

Roger Bonneau will remain at Carmel at Mission Valley, Nokomis, Florida. He had previously been assigned to St. Therese priory in Cresskill, New Jersey.

Updates

Tom Schrader will continue his sabbatical year at the Oblate School of Theology in San Antonio in January 2018.

Health

The Provincial Council reviewed the health status of several members of the Province including: Anthony Armstrong, Al Koppes, Charlie Kwiatkowski, Niles Gillen and Kevin McBrien.

Reports on men living in nursing homes remain very positive. In that category are Val Boyle at Scottsdale Village Square, Matt Ewing and Gus Carter at Villa Scalabrini, and Stephen Cooley, who recently moved to the Addolorata Villa in a northern Chicago suburb (Wheeling, IL).

In Assisted Living facilities, besides Blaise McInerney in Sarasota, Florida, are Joe McGowan at Sunrise in Cresskill, NJ, and Michael LaFay in New Horizons at Marlborough, MA.

We have a significant number of men who live in our communities, who have to daily address health challenges, while faithfully serving people through various ministries. Please keep all our brothers in your prayers.

List of non-Carmelite facilities where PCM Members are living and can be visited and where cards can be sent:

- + Marycrest Manor: 10864 St. James Dr, Culver City, CA 90230
- + The Inn at the Fountains: Lake Pointe Woods, 3261 Lake Pointe Blvd, Sarasota, FL 34231

- + Scottsdale Square Village: 2620 N 68th St., Scottsdale AZ 85257
- + Villa Scalabrini: 10631 Vinedale St., Sun Valley CA 91352
- + Addolorata Villa: 555 McHenry Rd., Wheeling, IL 60090
- + Sunrise of Cresskill: 3 Tenakill Park Drive East, Cresskill, NJ 07626
- + New Horizons of Marlborough: 400 Hemenway St., MA 01752

These health updates were received from Myron Judy. We are grateful for his commitment and attention to the health and well-being of our brothers.

Update on Our Lady of Mount Carmel Priory, Encino, CA Renovations

Paul Henson questioned the additional cost estimates for OLMC Priory, Encino, which Carl Markelz addressed. Estimates and other expenditure items regarding the renovation/remodeling of OLMC Priory are not yet conclusive.

Carl reported that the renovations of Our Lady of Mount Carmel Priory at Crespi Carmelite High School continues to work through the planning stages. At this time, the renovations will begin in March and continue through October of 2018. There have been some delays in hiring a mechanical engineer, as many are very busy in Southern California. The architect, Mica Beving, of Beving Architecture Incorporated, continues to work with the community on the new design which will include eight suites for the Carmelite Community. He is also working on separating the utilities between the future priory space and the section of the building that will be rented by the school.

The school administration has been brought up to date on this project. The current community will move out during the renovations, with one member, Mario Lopez, moving to the Mariposa community in Phoenix, while the other three, John Sprissler, John Coleman, and Adrian Wilde, will move to a rented house in Northridge owned by Our Lady of Lourdes Parish. The parish has been very flexible and accommodating as to our move-in date. Carl will continue to work with the community on this project.

Revised Dates of Triennial Meeting of Priors

Due to the unavailability of rooms at Niagara during the previously announced dates, we have confirmed these new dates in September for both the Provincial Council meeting and the Priors' Meeting.

Provincial Council Meeting - Sept 18-20, 2018
Priors Meeting – September 21-22, 2018

Finance Report

Joseph Atcher and Brian Gawel (Director of Finance) presented the preliminary financial statements of the Province Office as of September 30, 2017, which reflect a surplus resulting from a strong investment return on the investment portfolio for

the three-month period. Operating results from member-related operations was a deficit of approximately \$150,000. Other specifics related to the three-month period were highlighted:

- The Province has borrowed \$700,000 from either designated cash sources or the investment portfolio for operating purposes during the first three months of the fiscal year;
- It's imperative that the Provincial staff identify all senior-related costs, and pay for such costs from the Senior Fund;
- A review of bank debt and a reminder that approximately \$2m comes due during FY 2019.

A general review of the Province's investment portfolio was made to the Council, highlighting the positions held, as well as the general activity of the portfolio during the first three months of the fiscal year. The investment portfolio produced a return of 3.1% during the first quarter of fiscal 2018 (July 1, 2017 – September 30, 2018).

Joe Atcher provided an update related to the hopeful closing of the Mahwah property sale. It was proposed to the Council, and approved, that the costs of the property since July 1, 2012 (when the Mahwah property was no longer an active retreat center) would be repaid to the Province from the proceeds from the sale. These costs will total approximately \$1,000,000, with a formal accounting provided to the Council upon sale. This repayment will allow the Province to repay the \$700,000 in borrowings as previously noted, as well as providing some much-needed cash for operations.

A discussion took place on whether requested repairs to the Avon House property could be absorbed into the fiscal 2018 capital budget. Brian Gawel and Joseph Atcher provided an update on the various capital projects of the Province, and the status of each. The general rule is that a capital budget of \$600,000 is created each fiscal year, taking into account known and anticipated work required on the various properties of the Province. Some budgeted projects don't get acted upon each year, while other projects arise due to unforeseen circumstances. The Province the last three years has not fully utilized the annual \$600,000 budget. After a discussion, it was concluded that the projected costs of repair work for the Avon House property could be incurred in fiscal 2018.

Lastly, the Council was made aware of the anticipated amendment to the Carmelite Retirement Plan document. Brian Gawel, along with input from the Trustees of the Plan, has been working with an attorney to amend the Plan document to address various matters. The Council will need to be provided with the amendments once written, as the Plan document requires the Council to approve. The next Trustee meeting is set for October 26, 2017.

The Employee Handbook (new edition) for the entities of the Society of Mount Carmel is currently in the process of being revised and updated. This will be a compilation of all the handbooks that currently exist.

The Council believes that there is a need to further develop the Corporation with all its entities under Society of Mount Carmel, while at the same time maintaining the Society of the Little Flower as a separate entity.

There are very important legal implications and practicalities associated with this method of operation.

Request for Approval: Avon House Renovations

Samuel Citero submitted a proposal for additional renovations at the Carmelite house in Avon-by-the-Sea totaling \$60,197.18. The renovations include replacement of third floor windows, a cement walkway, repairs to the deck in the back of the house and outdoor shower, repairs to the front deck. This is scheduled for completion by Memorial Day 2018.

After some discussion which raised concerns about previous construction and renovation work, the Council approved the request.

Carl Markelz made the motion. Emilio Rodriguez seconded the motion. The motion was passed.

Renovations to St. Therese Priory, Mariposa

A request for \$26,840, which was the second of three bids received, was accepted to replace the AC units and to repaint some of the rooms at Mariposa.

Carl Markelz made the motion and Emilio Rodriguez seconded the motion. The motion was passed.

Update on Parish Commission

The Parish Commission scheduled to meet on October 19 and 20 with the purpose of developing a strategy for the future of our parish ministry, with the CARA Report as a reference point. The Provincial Council developed a set of criteria to assist their work:

Criteria for Guiding the Parish Commission at its meeting:

1. Balanced geographical locations of parishes
2. Balanced socio-economic demographics in parish population
3. Vatican II theology and ministry
4. Develop a multi-year strategy
5. Balance of parishes that are bi-lingual (English/Spanish)
6. Support a Carmelite community and values with at least 3 friars
7. Personnel – be realistic about how many people we have to support parish ministry in the future

The Carmelite Province of the Most Pure Heart of Mary Endowed Chair and Center for Carmelite Studies at the Catholic University of America

The Provincial Council met via conference call with the members of the Steering Committee consisting of Don Buggert, John Welch, Keith Egan and William J. Harry, to discuss the Revised Agreement from Fr Mark Morozovich, Dean, School of Theology and Religious Studies (10/17/2017) to establish the Chair and Center at Catholic University. The agreement is for \$5 million for the establishment of the Chair and Center. It also provides the Province the right to nominate three members of a six-member Advisory Council to preserve, pursue, and perpetuate the project. CUA will also award three doctoral tuition scholarships in any one year.

All agreed that it is also important to establish the Advisory Council as soon as possible in order for it to begin its work.

It was agreed to ask Professor Bernard McGinn, emeritus professor of theology at the University of Chicago, to assist the province in identifying promising candidates for the Carmelite Endowed Chair.

It was proposed that “listening groups” from around the province meet to discuss the purpose of the Center, thus providing feedback to the Provincial Council in order to be involved in the development of this Center.

The Provincial Council thanked those who had been involved in this project since the beginning, namely, John Welch, Keith Egan, Don Buggert, Quinn Connors, Bradley Petersen, Gregory Houck, Carl Markelz and William J. Harry.

To conclude the conference call, Keith Egan congratulated the Most Pure Heart of Mary Province for taking this courageous and bold step into the future, which will in all likelihood have very significant implications for the promotion of Carmelite Spirituality.

After the conference call and following some further discussion by the Provincial Council, Quinn Connors motioned to:

Endorse this commitment based on the gift agreement document and the input of this sub-committee, the Finance Commission, and the input received at the 2017 Provincial Chapter to create The Carmelite Province of the Most Pure Heart of Mary Endowed Chair and Center for Carmelite Studies at the Catholic University of America.

Seconded by Emilio Rodriguez.
The motion was passed.

In the interests of having people nominated for membership on the Advisory Council, the Provincial Council surfaced names of possible candidates. They are:

Bernard McGinn
Keith Egan, T.O. Carm.
Stephen Payne, OCD
Connstance Fitzgerald, OCD

Fernando Millan, O. Carm.
Michael Plattig, O. Carm. (Ger)
John Welch, O. Carm.

This list is by no means exhaustive or intended to be a complete list of potential candidates.

Appointment of Priors

Having received nominations from the communities, the Provincial Council appointed the following priors:

St. Elias Community, Joliet – John Welch
Our Lady of Mt. Carmel, Encino – John Sprissler
La Transfiguracion del Señor, Torreon – Emilio Rodriguez

The Provincial Council approved placing all the members of the Province residing in New Jersey under the priory at St. Cecilia's in Englewood. Ashley Harrington was appointed prior of that community at the August 2017 meeting.

Carmelite Mission Office Funding Requests

The Council approved a request for funds for a social project center called Saint Elias in El Salvador funded by the Carmelite Missions Office.

The project's estimated cost is \$83,543.00 for the construction engineer, architectural design and construction to build offices, warehouses, an area for health services, and a multi-purpose room.

As Director of the Carmelite Missions Office, Joseph O'Brien informed us that he has these funds available for this project and supports the project.

Paul Henson made the motion to accept the proposal for \$83,543.00.
Quinn Connors seconded the motion.
The motion passed.

Petition for Diaconate for Luis Jesus Paz Acosta

Three evaluations written in support of Luis Jesus Paz Acosta's petition were received and discussed. The Provincial Council approved Luis Jesus Paz Acosta's petition for Diaconate.

Location of the 2020 Provincial Chapter - June 21-28, 2020

It was agreed to book the Mount Carmel Spiritual Centre at Niagara Falls for the 2020 Provincial Chapter on June 21-27, 2020, with the understanding that this will

be approved by the Prior General. Increased advanced bookings at the centre were partly responsible for this early decision.

Board of Members of Joliet Catholic Academy

The JCA Board of Members met on October 5, 2017 in executive session to discuss issues surrounding campaign funding and the renewal of the school lease. The next meeting of the Board will be on January 31, 2018.

Upcoming Events Around the Province and Order

Annual Meeting in Mexico

December 5 - 8, 2017 – Torreon

Diaconate Ordination – Luis Jesus Paz

December 28, 2017 – El Salvador

Simple Profession - El Salvador

December 30, 2017

Carmelite Studies Program – Washington, DC

January 4 - 7, 2018

Assembly of Elections/Annual Meeting – Peru

January 9 - 12, 2018

Reception of Novices - Peru

January 12, 2018

Canonical Visitation of the Province in El Salvador

January 16-18, 2018

Canonical Visitation of the Province in Mexico

January 19-23, 2018

Ordination to Priesthood – Matthew Gummess

January 20, 2018 – St. Thomas the Apostle (Chicago, Illinois)

Upcoming Provincial Council Meeting Dates and Places

2018

January 23-25	Tucson – OLMC Priory
April 17-19	Whitefriars Hall, DC
July 10-12	Avon, NJ
September 18-20	Niagara MCSC - PC Meeting
September 21-22	Niagara MCSC - Priors Meeting

2019

January 22-24	Mexico City – Casa del Carmen & AGM
April 9-11	San Francisco – St Teresa of Avila
July 13-15	Peru – Villa Carmelitas & AGM
October 15-17	Florida – Carmel at Mission Valley

2020

January 21-24	El Salvador – Centro Xiberta & AGM
April 21-23	Leavenworth, Kansas

**Crespi Carmelite High School
Board of Members
October 18, 2017**

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

Crespi Carmelite High School Board of Members met and discussed three motions passed by the Board of Directors at their recent board meeting on October 16, 2017, regarding the Capital Campaign for the Aquatics Center. The motions included:

Motion #1 Approval to amend the Aquatic Center budget from its previously approved \$7 million to maximum not to exceed \$9.5 Million.

This motion was unanimously approved by the Board of Members.

Motion #2 Approval of a Capital Campaign Fundraising Goal of \$9.5 Million.

After a lengthy discussion, the Board of Members passed the motion to approve this increase according to the following guidelines, that:

In accordance with Archdiocesan policy, 50% of the capital must be in hand at the banks, and 75% be pledged before groundbreaking begins.

Additionally, regarding the \$2.5 million pledge by one generous donor, the members recommend that this pledge not to be considered cash in hand until it is actually received.

Motion #3 Approval to have the Crespi Finance Committee research two additional bids for financing of up to \$7 million for this campaign.

This motion was unanimously passed, emphasizing that the Board of Members hopes the campaign is funded by pledges and campaign gifts, and not by a bank loan.

Carl Markelz made the motion and William Harry seconded.
It was passed unanimously by the Provincial Council

Respectfully submitted,
Daryl Moresco, O. Carm.
Secretary
October 21st, 2017

Board of Members
Salpointe Catholic High School
October 18, 2017

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

Unofficial minutes of the September 29th, 2017 Board of Directors Meeting were reviewed and accepted by the Provincial Council.

Respectfully submitted,
Daryl Moresco, O. Carm.
Secretary
October 21st, 2017

Board of Members
Mount Carmel High School Chicago, IL
October 18, 2017

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

Minutes of the September 12th, 2017 Board of Directors Meeting were reviewed and
accepted by the Provincial Council at its meeting on October 18th, 2017.

Respectfully submitted,
Daryl Moresco, O. Carm.
Secretary
October 21st, 2017