

Agenda 03 17 18
AOD Diaconate Community Board

Call to Order 8:00 am

Morning Prayer – bring your Breviary, phone or tablet

Role Call

Approval of Minutes for November 11, 2017

First order of Business

- Welcome and Seating of the new board members
- Election of board officers – Chair, Vice-chair and Secretary
- Transition of out-going board members

Report from Office of Clergy and Consecrated Life - Kevin

Old Business:

- USCCB formation certification – final report
- Mosaic morning of reflection – March 24, 2018
- Mini-Convocation
 - Saturday, September 29 – 8 am to 1 pm
 - Fr Bill Promesso – speaking on preaching
- Convocation - Boyne Mountain – October 17-20, 2019
- New deacon welcoming meeting/event – Discussion and Planning
 - April 21
 - Breakfast
 - Open discussion with prepared questions
- Assignments
 - Open parishes
 - Community Board Representatives to the Assignment Board (up to two)
- Future Community Board Meeting Dates for the 2018/2019: May 19, July 21, Sept 15, Nov 17, Jan 19, 2019, Mar 16, 2019

New Business / Open Forum Discussion

Next Meeting: May 19, 2018

Meeting Adjournment

AOD Diaconate Community Board
Meeting Minutes March 17, 2018

Meeting Called to order 8:05 am

Attendees: Kevin Breen, Stan Avery, Jim Berch, Carol Berch, Bob Gajda, Dennis Loffreda, Brigid Loffreda, Tim Maxwell, Martha Maxwell, Russ Ortisi, Trisha Ortisi, Skip Rogers, Marc Rybinski, Suzanna Rybinski, and Glenn and Sharon Melenyk

Roll Call with introduction of new members

Minutes from meeting of January 20, 2018 – accepted

Officer position (Chair, Vice-Chair and Secretary) duties explained by Glenn

Nominations for officer positions – only one person accepted the nomination for each position and were voted-in by acclamation

Dennis Loffreda – Chair

Marc Rybinski – Vice-Chair

Brigid Loffreda – Secretary

Report from Office of Clergy and Consecrated Life

Convocation

- The 2019 Convocation is at Boyne Mountain which is in Boyne Falls – located on US 131
- The hotel facility will coordinate with the Boyne Highlands resort for details on pass needs for the AOD Convocation
- Dates for the diaconate convocation are October 17-20

Diaconate Assignments

- The assignment board for the diaconate assignments will meet either Thursday or Friday April 26/27 process is moving along – approximately one-third of the deacons (80 +/-) are up for renewal/reassignment
- Deacons to be ordained in October 2018 have submitted their three choices of parishes
- The assignment board contains the bishops, some priests, representative from the formation team and representative from the community board
 - Stan Avery and Dennis Loffreda offered and were selected to represent the community board
- Kevin stress that the roles of the deacons on the board is really observational/advisory and the bishops ultimately have the final say on selection

Formation

- There are 4 new applicants and 1 re-application of a person who was accepted in 2010 but did not continue due to family issues
- The psych test are completed and the formal selection process is underway
- Seven are slated to be ordained in October
- With every information night at least one potential candidate has begun classes
 - Next information evening is April 25 at St Thomas the Apostle parish

Central Offices

- As a fyi to the new board members, it was noted that Erin Russell is only ½ time with the diaconate department with the balance of her employment time spent with the immigration department
- Immigration duties include
- Making sure the foreign priest have all the proper and current documentation
- Dealing with foreign students – mainly high school – to bringing them in to a local diocesan school with the proper documentation and following regulations

USCCB visit wrap up

- The formal report is in the hands of Fr Spezia
- Kevin has a formal meeting scheduled to discuss the finding received
- Kevin noted that the review was very positive with only minor suggestions to improve our diaconate program indicated
- It should be noted that although the purpose of the USCCB review was to evaluate formation, many areas of the AOD diaconate program were discussed
- It was noted that the USCCB visit was an entirely voluntary process which the AOD requested – the actual request was made several years ago but due to personal changes was finally able to be accomplished
- One suggestion that came out of the report which Kevin desired to implement is a Diaconate Vocation Sub-committee to the Community Board
- The obvious purpose is to recruit more men to the diaconate in a broader and more formal fashion
- This committee would be composed of some board members and with addition “outside” deacons
- There is now a concerted effort to recruit more minorities into the diaconate programs with secondary spillover into the lay ministries

Old Business

Couples Retreat

- Had about 13 couple and was well received

Exsultet training

- With Joseph Balistreri, AOD Music Director had 22 people in attendance and likewise was well received

Mosaic Day of Reflection

- Saturday March 24 at SHMS 10 am to 1 pm
- Speaker is Debbie Herbeck of *Renewal Ministries*

Mini-Convocation

Saturday September 29, 2018 for 8 am to 1pm at SHMS

Fr Bill Promesso is the principle presenter with the topic preaching on those challenging subjects

Discussion was whether there should be a separate breakout session for the wives with the ladies in attendance expressing an interest to listen to Fr Promesso

A discussion followed about homilies and homiletic training with a realization that even after years we are still learning.

The comment was made that homiletic training in the seminary was inadequate

Wives have been instrumental in helping the deacon prepare their homilies and therefore feel that sitting in on the mini-convocation session would be beneficial to their husbands

Newly Ordained Deacon Event

- Decision is to have a breakfast on Saturday April 21, 2018 from 9am to 11 am at SHMS
- Those ordained on October of 2016 and October 2017 will be invited
- The main goal is to find out how they are doing with secondary goals fellowship and creating interest in providing service to and being involved with the community at large
- The newly ordained guests will be sent a series of reflective question to help with our discussion
- Glenn prepared a questionnaire based on discussion from the prior board meeting and shared it with the Board for comment and review
- The questionnaire will be emailed in advance of the meeting to the new deacon invitees
- Based on the discussion from the last board meeting, outgoing board members (Glenn and Sharon) invited to participate

Future community board meeting dates are May 19, July 21, Sept 15, Nov 17, Jan 19, 2019, Mar 16, 2019

New Business / Open discussion

The annual men's retreat

- Due to conflict with the Cupuchian Retreat House as they have a "full house" for the month of June, the retreat status needs to be address
- Options include
 - Cancelling the retreat for this year
 - Move the retreat date to August at the same location
 - Finding a different retreat center to host the men in mid-June
- The consensus seem to be to try for find a different location
- Dennis offered to talk to the administration at Colombiere Retreat Center in Clarkston to see
 - If they can accommodate 15 or so deacon
 - If they can supply a retreat director
 - If we can share with another group and have a semi-silent retreat

Diaconal Vocation Sub-Committee – discussed earlier under Kevin's report

Deacon Funeral Preferences

- Bob Gajda gave a presentation on funeral form he developed for the AOD in 2014 modeled after the priest funeral intention/wish form
 - Bob used his own personal desires as a discussion guide
 - It was agreed that a form would be good to state wishes
- It was discussed that the deacon should have some diocesan guidelines
- Kevin will research to see if there is something through the AOD or the USCCB
- It was also suggested that the AOD Cemetery Burial Information for Deacons be distributed to all deacons so that we can know what we are entitled to and what any cost are
- A side point of discussion was that there should be available some training for deacons to help them feel comfortable planning, participating in or directing a funeral for a priest
- ***Please note that the form that Bob references is in the current AOD Diaconate Handbook – page 79***

Meeting adjourned at 10:10 am

Next meeting Saturday May 19, 2018 at 8:00 am at SHMS

From: Glenn Melenyk <glenn.melenyk@gmail.com>

To: Brigid Loffreda <loffylady@aol.com>; Martha Maxwell <mjmaxwell@phasd.us>; Tim Maxwell <tmjmaxwell@gmail.com>; Marc Rybinski <rybinski@comcast.net>; Sheila Breen <nursemom1985@msn.com>; Dennis Loffreda <dloffred@aol.com>; Stan Avery <savery48044@aol.com>; Kevin Breen <breen.kevin@aod.org>; Sharon Melenyk <sharon.melenyk@gmail.com>; Glenn Melenyk <glenn.melenyk@gmail.com>; Leon (Skip) Rodgers <rodgersla2001@gmail.com>; Jim Berch <jberch01@aol.com>; Robert Gajda <deaconbobg1@gmail.com>; Russ Ortisi <russortisi@yahoo.com>

Subject: Meeting Saturday March 17

Date: Sat, Mar 10, 2018 9:30 am

Attachments: Reflection Questions for Deacon Ordained within the last two years.docx (143K), DEACON FUNERAL INFORMATION.docx (18K), Agenda 03 17 18 Community Board.docx (20K), Diaconate Minutes 01 20 18.docx (133K)

Good morning all

Next Saturday March 17 we will have our bi-monthly community board meeting. The meeting begins at 8:00 am at SHMS and unless you hear otherwise, we will meet on the Cardinal Dearden Porch. Please remember that the wives are invited, encouraged and needed to be at the meetings. Our wives are an integral part of our community and how we service. Attached are a few documents for the meeting - the agenda, January's minutes, the reflection questions for April's new deacon event and Bob Gajda sent me a form/document concerning deacon funerals. The meeting will probably go longer than usual ...plan on 2 hours and hopefully we will be out by 10 am.

Glenn Melenyk
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