

**Agenda 3 18 17**  
**AOD Diaconate Community Board**

Call to Order 8:00 am – Mary/Martha Rooms near Cafeteria

Morning Prayer – bring your Breviary, phone or tablet

Role Call

Approval of Minutes for January 21, 2017

Report from Office of Clergy and Consecrated Life - Kevin

Old Business:

- Community Board Election
- Regional Coordinator restructure/nominations
- USCCB formation certification - update
- Memorial marker – method to request donations for engraving
- Mosaic Morning of Reflection – April 29
- Clarification for Trination

New Business

Open Forum Discussion

Assignments

Next Meeting:

Meeting Adjournment

## **AOD Diaconate Community Board Meeting Minutes March 18, 2017**

Meeting called to order 8:05 am

Attendees: Kevin Breen, Dennis Loffreda, Tim Maxwell, Martha Maxwell, Stan Avery, Leon (Skip) Rogers, Marc Rybinski, Sharon Melenyk, Glenn Melenyk

Welcome new board members: Stan and Ramona Avery, Leon Rogers (Kathy Rogers is unable to participate, Marc and Suzanne Rybinski

Special thanks given to our departing board members: Dave and Liz Carignan, Tom and Julie Mohan, Jim and Jenny Thibodeau, John and Faith Ball

Minutes of the meeting January 21, 2017 - accepted

We are in need of a senior status board member - board members are encouraged to seek out and ask a senior member of our community to serve

### **Report from Office of Clergy and Consecrated Life - Kevin Breen**

- Central Office position changes
  - Msgr Tim Hogan is leaving the Office of Clergy and has been assigned as pastor of St Fabian parish in Farmington Hills
  - Fr Robert Spezia has been appointed the new vicar of clergy and consecrated life and will assume duties on July 1
  - Erin Russell is the new AA to the departments of the diaconate and immigration and is busy and doing well with both positions. Erin takes the time to send out get well cards for deacons and wives who are ill
- There are 7 new applicants for next year's diaconate class
  - Records and information to review the applicant are now being uploaded
  - Privacy is respected and psych reports are available on an as needed basis for a limited number of people
- Couples retreat was successful the topic was the beloved disciple of John's gospel presented by Fr Dan Crosby
- Assignments are underway
  - There are 6 interns which will need to have a parish in October
  - There are about 6 current deacons seeking a change of assignment or status
- USCCB Visit
  - 3-4 persons coming including Fr Ralph O'Donnell of the National Office for Clergy life and the director of the deacons for the diocese of Houston TX
  - Coming October 11 -14, 2017

- They will stay at the seminary
- Schedule is not set as they will request who they want to interview - may include seminary professors or members of the community board
- The Archbishop is out of town that week and will be interviewed via telephone at another date
- Diaconate memorial marker
  - Still need to speak with Fr Babcock about the fund raising for engraving and dedication but because the cost of the USCCB visit is less than anticipated with residence at the seminary – Kevin will investigate if the marker engraving can come out of AOD budget
  - The cost to engrave the marker is about \$1400.
  - We still anticipate a dedication to be May or June.
- Morning of Reflection for the deacon wives (the old Mosaic) is scheduled for Saturday April 29
  - Location is Blessed Sacrament Cathedral from 9:30am – 12 noon (lunch is at noon)
  - Our Special Presenter is Sally McCuen
  - Sally’s purpose is to help people catch glimpses of God’s loving presence in their daily life
  - Glenn and Sharon Melenyk will act as hosts for the event
- Convocation September 28 through October 1
  - The main presenter for the September 2017 Diaconate Convocation is Dcn Ralph Poyo
  - National presenter on evangelization - will be limited to Friday evening and Saturday
  - Archbishop Vigneron will speak on Thursday evening
  - Trying to secure Fr Spezia to speak on Friday morning
  - There will not be a vestment exchange, but there will be a book exchange
  - The board will host a meet and greet table
- October will be a busy month
  - Convocation Sept 28 through Oct 1
  - USCCB visit Oct 11 through Oct 14
  - Permanent Diaconate Ordination Oct 21
  - Jubilee Mass and Dinner Oct 29

### **Old Business**

- Regional Coordinators
  - Will follow the four AOD regions – by parish assignment
  - Will be elected by the Community Board and serve 2 year term
  - Will be asked to participate in the community board meeting

- Send nominations to Kevin and Glenn
  - Nominations may include those who were nominated for the board but not elected
- If nominations received by end of April – vote will be taken through email and elected invited to the May meeting
- Duties to include liaison with deacons of region for purposes of fellowship, communication, a source to help deacons with local issues and advisory to the community at large
- Other thoughts on duties for regional directors should be sent to Kevin as soon as possible
- Trination
  - Kevin asked for clarification from Dr Michael Truman of the Chancery as to how many Masses and reception of Holy Communion
  - Deacons are considered on a different level than the priest since we do not say the Mass
  - As assistants and persons of service, we may participate in as many Masses as needed to fulfill our duties on Sunday – may be more than two
- Sunday Communion Service
  - Sr Georgette from the worship office sent a memo to Kevin
  - There is no prohibition for deacons to preside over Communion Services on Sundays at facilities such as prisons, hospitals, nursing care and the like
  - The liturgy on Sunday without a priest is an emergency situation where Mass is scheduled and a priest is not available due to an unforeseen situation

## New Business

- Discussions are needed as to when and for what time frame we need officers to be elected
  - Since Tom Mohan is no longer on the board a new Vice-Chair is needed
  - Dennis Loffreda graciously volunteered to step in to be the Vice-Chair until new elections
- Tim requested that we try to set a schedule of meetings one year in advance for planning purposes
  - The decision is to have the meetings on the third Saturday of every other month at 8 am at the SHMS
  - Meeting Dates: May 20, 2017; July 15, 2017; September 16, 2017; November 18, 2017; January 20, 2018; March 17, 2018; May 19, 2018
- **Next meeting: Saturday May 20, 2017 at SHMS at 8 am – Cardinal Dearden Porch**