

## **Cluster 21 Planning Committee**

October 8, 2006, 2 – 4 p.m.

Cathedral School – Multipurpose Room

***Present:** Bill Schulz, Christine Thibeault, Fr. Richard Bertrand, S.J., Ray Rier, Fr. Roland Pitenge, O.F.M., Greg D'Angelo, Dave Deprey, Sr. Theresa, Msgr. Paul Stefanko, Peter Lancia, Gene Fetteroll, Fr. Fred Morse, Lori Arsenault (admin)*

1. Introductions

2. Agreed upon agenda.

3. Introduction of planning process by Bill Schulz about the New Evangelization, and about his position, what has been done to this point. Most of the clusters have their plans submitted, and responses are going out over 4 weeks. Responses are on the Diocesan Web site, added weekly after they are being announced in the parishes. May be instructive to us to look at the responses. Responses are basically a letter from the bishop saying “thanks,” and encouraging work to go forward. Bill’s role is as a resource, and perhaps direction.

4. Role of chair: in the most successful reports, the chair has also been the facilitator. Being responsible for laying out the work, with committee’s assistance, and seeing that it is done. Question: will Lori continue to be the communicator? Has chair been more removed from representing their parish? Appearance or conflict of interest should be minimized. Bill answered that chairs have represented their parish, and did not seem to be an issue. People who have become chairs have looked out for the greater good rather than their individual parishes.

Job description of chair: draft the report, chair the meeting, set the agenda, communicate to Lori what to communicate. Gene suggested a shorter time frame.

**Dave Deprey** has agreed to chair the committee, and those present agreed unanimously.

5. Those present agreed to accept a new end date of November 22 to have the report completed so that it does not stretch into the holidays. More meetings will be scheduled to accomplish that goal.

6. Tasks toward completing the report

- Need to look at the basic things that happen in the cluster to see what model makes sense
- Have a discussion about details, and model will reveal itself.
- What are the assumptions? Parishes? Chaplainries? Finances? Facility needs? Parochial Schools? Nursing homes?
- Determine current state of resources
- Determine the vision – what do we want it to be?
- Compile the research and determine the best model.

7. Discussion about parochial schools and how they will be supported. Question arises about whether the schools are together, or separated across the two clusters. Now that Portland is divided into two clusters, will Cathedral School be the responsibility of Cluster 21 or combined with Cluster 28 schools. Some feeling that the administration of the schools of Cluster 21 and Cluster 28 be combined, or work in collaboration with Cluster 28.

8. Msgr. Paul offered clarification of the status of the priests at the Chancery, and retired priests living in the cluster. Assumptions should be made for the cluster based on the priests who are actually assigned to the cluster, which in Portland will be 2 Diocesan priests in 2010 in the event that the religious orders leave, which is not anticipated. Perhaps our report will give scenarios based on both the presence and absence of the religious orders, reconvening to renew scenarios any time circumstances change.

9. Discussion of religious education – need to collect data to delineate the programs that are offered. Some programs can be shared among the parishes, beyond the parish based CCD classes.

10. Discussion about having a cluster business manager. Need to find out the business model of each of the five parishes now, in order to determine how this will be done as a cluster. Bill will be providing draft job descriptions for the business manager and parish life coordinators including suggested pay scales. Considerations made about the difference between consolidating efforts rather than having assessments levied against parishes.

**Action items:**

- **Lori:** will recreate the detail spreadsheet for five churches and distribute it.
- **Dave:** will get representative data, year-end report for last three years.
- **Bill:** will get a copy of the new formula for funding parochial schools and distribute it, and will ask Peter McPartland to come to a future meeting and tell us how this will work, draft job description and other cluster plans.
- **Lori:** will check on establishing a protected directory for document sharing, and will create a newsletter for inserting in parish bulletins about the planning committee's work.
- **Ray:** will gather information on youth ministry
- **Peter:** will coordinate information about Religious Ed
- **Christine:** will coordinate information about Social Justice & Peace
- **Each pastor:** will provide a narrative about how their parish council works, who determines finances, and other details, and a narrative about the conditions of the buildings.
- **Volunteers still needed:** to compile data across parishes for Parish Life and Worship & Spirituality Commissions.

**Due dates for deliverables:** Chart of accounts by Sunday, October 15, 2006. All items as soon as possible.

**Everyone:** Send your items, questions or answers to David about other areas that need to be covered or agenda items. Send whatever you Dave for distributing at both his addresses, [Dave.Deprey@anthem.com](mailto:Dave.Deprey@anthem.com), and [jdeprey@maine.rr.com](mailto:jdeprey@maine.rr.com). 775-2115 h; 822-7083 w, 749-6689 c, and copy it to Lori at [loriaam@maine.rr.com](mailto:loriaam@maine.rr.com), 839-9573 h; 780-5142 w., 415-1979 cell.

**Next scheduled meetings:** October 22<sup>nd</sup> (St. Peter's Parish Hall - Tour of facility at 1:45 p.m.) and October 29<sup>th</sup> (St. Louis – tentative) 2 – 4:30 p.m. – we may add some weekdays, or break up into subcommittees which will report to the whole.

Meeting adjourned at 4:10 p.m.  
Submitted by Lori Arsenault

Cluster 21 Web site, [www.shsdp.org/newevangelization](http://www.shsdp.org/newevangelization)