



Vicariate Pastoral Council Minutes
January 3, 2012
Meeting held at St. Mary of the Hills

The meeting began at 7:05 PM with a prayer led by Dick Brennan. Mary Coyle, new Council representative from St. Andrew, was welcomed by all. Jan Lumetta led everyone in a group crossword that used terms and definitions from the Executive Committee. (Example: This person is the VPC's great communicator (10 letters).)

Focus Item: Archdiocese of Detroit Office of Vocations

Fr. Tim Birney, director of the Office of Priestly Vocations, spoke to the group about his work to increase vocations, specifically men to the diocesan priesthood. Though he occasionally works with religious communities of men and women on events and information sharing, the primary objective of his office at the Archdiocese is to provide resources to parishes and schools to enable them to identify men who may have a vocation to be a priest.

Many materials are already available for vocation committees and for use in parishes and schools. Fr. Birney distributed a few samples of these, including the brochures "Vocations Reference Guide," "15 Ways to Promote Church Vocations," and "7 Steps to Forming a Church Vocations Committee." Almost ready for distribution is a resource manual his office has put together containing information on vocations, ideas for marketing, prayers for vocations, and much more. One of the ways vocations are promoted in the AOD is via information seminars and other events held throughout the year targeting different age groups. Junior high and high school students are invited to age-appropriate vocations days, teens can attend an overnight discernment program, and older men are welcomed at discernment weekends.

Fr. Birney stressed that a calling from God is not a "career choice." A primary goal of his ministry is to promote better understanding of what a vocation is and that all men and women have a vocation, most to married life but some to a religious calling. He cited statistics that 80% of newly ordained priests reported that they were personally invited to consider becoming a priest by a priest they knew. Fifty percent stated that their parents were influential in helping them discern their vocation. Involvement in youth groups and ministries also figured prominently in the study. In the past, when families were larger and attended church more regularly, young men were more exposed to what it means to be a priest.

Currently 45 men are in formation at Sacred Heart Major Seminary. Some diocese around the country, including Bismark, ND, and Marquette, MI, have attracted many men to seminaries. Fr. Tim and others around the country are studying what these dioceses are doing that makes them successful. In the PAV, St. Joseph parish in Lake Orion has four men studying to become priests.

The Council thanked Fr. Tim for his time and information. Asked what is expected from a parish vocations committee, he replied that implementing the many programs already developed and available is the most important contribution. No parish needs to reinvent the wheel, rather promote and bring to the forefront information easily available. Other questions involved restrictions to acceptance. In most cases, men over 55 have a higher bar for entry as formation requires many years of study. Undocumented men have several options, but will need to return to their home country, study there, then enter the U.S. legally. Fr. Birney encouraged anyone who has questions to call his office. Most important is to bring vocations to the forefront of parish and school life often.

More information is available at the new Archdiocese of Detroit vocations website, <http://www.detroitpriest.com>.

Focus Item: PAV Service Operations Update

Mark Joyce gave a presentation on the four Service Operations that the Pontiac Area Vicariate supports and funds. Mark and co-committee member Mary Shepline contacted the leaders of each activity to ascertain how they are performing relative to the benchmarks and objectives set for them by the VPC and to ask what needs they have that are currently unmet. Mark's entire presentation is included at the end of these minutes. A few highlights from each service operation are listed below.

Catholic Community Response Team (CCRT)

Mission: Provide direct referral and support services to those in crisis with urgent, unmet needs and increased advocacy for social justice. Also, provide a bridge between those in crisis and volunteers wanting to live out their faith through the works of charity and justice.

Metrics - Period 7/01/10 to 6/30/11:

Requests / Fully Met		Requests / Fully Met	
4087 / 3650	Total Needs	204 / 76	Utility Support
1429 / 1429	Food Orders	40 / 29	Healthcare/ Eyeglasses
601 / 576	Clothing	269 / 257	Job Information
552 / 469	Furniture/Household Goods	524 / 519	Grooming Supplies
130 / 116	Identification Documents	30 / 26	Transport-(Bicycles)
275 / 129	Rent Assistance		

Budget – 2011 - 2012: \$30,954 (\$10,454 PAV, \$20,500 AOD grant)

The 2012/2013 Grant (Parish Empowerment Fund) application has been submitted to AOD.

Needs from the PAV:

- Continued budget allocation similar to 2011/2012 budget.
- PAV Communications Assistance Plan to boost awareness of charity work done and promote charitable giving.
- Opportunities to visit PAV parishes to promote and educate the youth and adult service groups within each PAV parish.

Youth Ministry

Mission: Bring together the Grade 9 to 12 Youth Ministries of our Vicariate and unify them as a team. Also, share the vision and mission of our area church, with our young people.

Metrics - 2010 - 2011:

6	Events per year
8	Staff participation
12	Youth Minister Meetings
9	Parishes served
1000	Youth Served

PAV Budget – 2011-2012: \$2,500

Needs from the PAV:

- Continued budget allocation similar to 2011/2012 budget.
- Create and maintain a Youth Ministries contact info / schedule on PAV website.

Agape Young Adult Community

Mission: Agape is a welcoming young adult community that nourishes relationships with Christ and one another. Agape inspires young adults to reflect, relate, and support one another in all that life brings.

Metrics - 2010 - 2011:

9	Ministry teams within Agape Community
5	On-going small groups
4	Retreats per year (Subiaco, etc.)
27	Service Days, Winter Break Service Trip, PAV Service Event
6	Special events per year [hosted by various young adults]
11	Young Adult (Agape) Masses per year at St. John Fisher Parish.
7	PAV Parishes actively involved
350	Young Adults (approx.) served through email and ministry contact

Budget – 2011-2012: \$7,725 from non-PAV vicariates/parishes in Oakland County, \$5,725 from funds carried over from prior years (funds collected but not spent), \$700 from 2011-12 subsidies from the PAV parishes, for a total of \$13,650.

Needs from the PAV:

- Future budgets to use allocations from unused Genesis/Leadership for Tomorrow funds.
- Retreats need PAV financial support for non-OU Young Adults (OU pays \$85 of the \$125 fee for their students).
- Presiding priest for monthly 2nd Sunday 7PM Masses at St. John Fisher Parish.

Vision 2000

Mission: Prepare, supervise and manage finances of the Vision 2000 Campaign.

Metrics - Period 07/01/11 to 09/30/11 (1st Qtr 2011-12):

\$ 1,200	Campaign's Actual income to date
\$ 312	Campaign's Actual expenses to date
\$ 888	Campaign's Actual cash flow to date

Budget – 2011-2012 (07/01/2011 to 6/30/2012):

\$682,286 from PAV parishes/schools to the AOD from PAV

Needs from the PAV:

- Continued budget allocation similar to 2011-2012 budget.

After Mark's presentation, the Council asked questions about the operations. With regard to Vision 2000, Paul Borucki explained the history of the fundraising campaign and that the money was used to build or improve our PAV Catholic schools. There is an ongoing discussion underway with the Archdiocese of Detroit since the amount owed is more than the expected future payments. Paul is heavily involved with helping to resolve this. He stated that some schools may see their debt amount increased. Most likely the term of the entire loan will need to be extended.

Jilia Teachworth asked about the youth ministry activity. St. Damien is struggling to build an active youth ministry. If her parish can identify one or more leaders, the existing PAV youth ministers would be glad to offer any support or ideas from their experience. Judy Maten related that the AOD has a youth ministry coordinator, Mike Chamberlain, who is available as a resource for parishes.

Vicar's Remarks

Fr. Stan wished everyone a happy new year. There have been no Presbyteral Council meetings since the VPC last met in December. He wants to review the Together in Faith recommendations that the PAV submitted to make sure we have plans in place to follow through on our ideas. He strongly supports finding practical ways to assist St. Damien, not just with their youth ministry, but however possible.

Archdiocesan Pastoral Council Update

Steve Lawless reported that the APC has not met since the last VPC meeting.

PAV Spring Assembly

Kathy Hasty has been in contact with the speaker, Fr. Mark Miller, regarding the topic for the event and other details. The assembly will be on **Tuesday, March 6, at 7 PM at St. Paul Albanian parish. The topic is "Dying with Dignity, the Catholic Way: Is it Possible with Today's Technology?"** Fr. Miller is a well-known bioethicist.

Judy reported that more information and online registration is available at www.pontiacarevicariate.org. She requested that everyone help spread the word as there is only two months until the assembly.

Pastoral Care of the Sick

Jan Lumetta and Kathy Hasty have not met with the new committee yet. They will report more at a future VPC meeting. Fr. Stan said that he and Paul are going to meet with representatives from Crittenton Hospital to ask for a donation for the chaplain's salary that the PAV currently pays. As of today, we have not received any commitment or money from Crittenton, even though Fr. Joy spends a significant amount of time at that hospital.

Announcements/Open Forum

- St. Damien is in the process of forming a new parish council. There are still many people who identify with either St. Michael, St. Vincent dePaul, or St. Joseph Shrine. Pastor Fr. Jim Kean is also working on setting up a finance council by April 1 per the new AOD requirements. Mike Harning offered to help in any way needed with these challenges.
- St. Mary of the Hills is again offering "Ten Great Dates" from January 28-March 31. More info at www.smoth.org.
- St. John Fisher will have a series of Thursday night soup suppers and speakers during Lent.
- St. Irenaeus now has Anointing of the Sick and Eucharistic Adoration every first Tuesday after the 8:30 AM Mass.
- The Marriage Enrichment committee met before tonight's VPC meeting. Ron Valade is collecting and analyzing the results of the surveys sent to parishes. He is going to put the information together into a marriage resource guide. He will report at a future VPC meeting.
- The Department of Evangelization at the AOD is available to assist with parish evangelization committees.
- The Bravehearts Men's group is branching out around the PAV with meetings in locations other than their home at St. Joseph parish in Lake Orion. Deacon Steve Mitchell will give a presentation at the February 7 VPC meeting.
- St. Andrew has a new priest administrator, Fr. Joe Gagnon, until May when Msgr. Jeffrey Monforton assumes his position as pastor.
- St. Joseph parish is beginning their "Parish Experience" to run concurrent with Fr. Mike Verschaeve's sabbatical to the Holy Land.

The meeting ended at 8:45 PM with a closing prayer.

Attendance

Fr. Tim Birney	Office of Vocations, AOD
Michael Harning	AOD – Parish Life Department
Judy Maten	AOD – Evangelization Department
Steve Lawless	Archdiocesan Pastoral Council Rep.
Jan Lumetta	Christ the Redeemer
Judy Gordon	PAV Administrative Assistant
Paul Borucki	PAV Business Manager
Kathy Hasty	PMA Liaison
Janet Dinsmoore	Sacred Heart of the Hills
Mary Coyle	St. Andrew
Kit Wojcik	St. Andrew
Bonnie Banaszek	St. Benedict
Mary Sheipline	St. Benedict
Jilia Teachworth	St. Damien
Dick Brennan	St. John Fisher
Ann Moran	St. John Fisher
Jerry Dywasuk	St. Joseph
Ron Valade	St. Irenaeus
Fr. Stan Ulman	Vicar
Mark Joyce	St. Mary of the Hills



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St. Benedict, Waterford

St. Damian of Molokai, Pontiac

St. Irenaeus, Rochester Hills

St. John Fisher, Auburn Hills

St. Joseph, Lake Orion

St. Mary of the Hills, Roch Hills

St. Paul Albanian, Roch Hills

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St. Joseph School, Lake Orion

Marist Academy Middle School,

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Notre Dame Preparatory,

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Oakland County Jail

Oakland County Juveniles

POH Medical Center

St. Joseph Mercy Oakland

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Lourdes Campus

Oakland County

Catholic Community

Response Team

Catholic Social Services

Genesis Young Adults

Campus Ministry

Agape Community

Guest House

St. Mary's Retreat House

Pontiac Area Vicariate Service Operations Committee

Name: PAV Service Operations Committee

Mission: Provide stewardship oversight of the Vicariate's operational services to assure the appropriate continued support of the Vicariate and continued benefit to the constituents.

Meeting Frequency:

Meet as required with the Operation Leadership

Deliverables/Decisions:

- a. Objective 5.13.1.1: Create an Operations Support plan for each operation;
 - i. Objective 6.2: Create and Execute a yearly CCRT Operations Support Plan;
 - ii. Objective 7.4.1: Create and Execute a yearly Youth Ministries Support Plan;
 - iii. Objective 7.5.1: Create and Execute a yearly Young Adult (Agape) Ministries Support Plan;
- b. Objective 5.13.1.2: Create and operationalize required service metrics for each operation

Membership:

Mark Joyce – VPC & Committee Chairperson

Mary Sheipline – VPC

Barbara Williams - CCRT

Kathy Galbraith – Youth & Teen Ministries

Lisa Brown – Agape (Young Adult Ministries)

Paul Borucki - Vision 2000



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Pontiac Area Vicariate Service Operations Committee

Service Operation / Ministry Profile

Service: Catholic Community Response Team (CCRT)

Mission: Provide direct referral and support services to those in crisis with urgent, unmet needs and increased advocacy for social justice. Also, provide a bridge between those in crisis and volunteers wanting to live out their faith through the works of charity and justice.

Meeting Frequency:

“Standard” work day operation, annual presentation to AOD

Metrics - Period 7/01/10 to 6/30/11:

Requests / Fully Met

4087 / 3650
 1429 / 1429
 601 / 576
 552 / 469
 130 / 116
 275 / 129

Total Needs
 Food Orders
 Clothing
 Furniture/Household Goods
 Identification Documents
 Rent Assistance

Requests / Fully Met

204 / 76
 40 / 29
 269 / 257
 30 / 26
 524 / 519

Utility Support
 Healthcare/
 Eyeglasses
 Job Information
 Transport-(Bicycles)
 Grooming Supplies

Budget – 2011 - 2012:

\$30,954 (\$10,454 PAV, \$20,500 AOD grant)

The 2012/2013 Grant (Parish Empowerment Fund) application has been submitted to AOD.

Staff

Barbara Williams – Director – Email: <c crt@cssoc.org> Phone: (248) 334-3595 ext. 3332

Suzanne Kimmerly – Assistant Program Director

TBD – Intern in rotation



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Service Operation / Ministry Profile – Additional Information

Service: Catholic Community Response Team (CCRT)

Needs from the PAV:

- Continued budget allocation similar to 2011/2012 budget.
- PAV Communications Assistance Plan to boost awareness of charity work done and promote charitable giving, namely:
 - Requests invitations to visit PAV parishes to promote and educate the youth and adult service groups within each PAV parish.

Details on CCRT:

- CCRT began operations in 2004 to serve generally poverty – entrenched clients
- CCRT open 10 to 3, Monday through Friday (and 24 hour answering)
- CCRT is located in the Catholic Social Services facility at 53 Franklin St., Pontiac
- Some volunteers work directly with the clients (calls, do data entry), pick-up the food, furniture, and household good donations (Movers&Shakers).
- Ladies of Charity (St .Hugo's) provides food and clothing/house goods per week to CCRT
- PAV parish volunteers come mainly from St. Andrew, St. Mary of the Hills and St. John Fisher
- All phone calls are logged (approximately 800 phone requests per month).
- All appointments and client information are logged into a Michigan State Housing Development Authority website program called ServicePoint
- CCRT provides AOD services to persons and families involved with the Oakland County Jail, including the needs for jail-release individuals
- PAV Parishes support CCRT in three ways: 1) with an annual subsidy, 2) by providing tithing support, and 3) by encouraging community support
- Community support is almost three times the amount of funding from the parishes
- PAV Business Manager, Paul Borucki, receives all incoming income, issues all checks (via Check Requests) and completes all tax forms



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Pontiac Area Vicariate Service Operations Committee

Service Operation / Ministry Profile

Service: Youth Ministries

Mission: Bring together the Grade 9 to 12 Youth Ministries of our Vicariate and unify them as a team. Also, share the vision and mission of our area church, with our young people.

Meeting Frequency:

Monthly Youth Ministers Meeting

Metrics - 2010 - 2011:

6	Events per year
8	Staff participation
12	Youth Minister Meetings
9	Parishes served
1000	Youth Served

PAV Budget – 2011-2012:

\$2,500

Staff

Kathy Galbraith – Chair and Area Representative for information from AOD

Email: <kathygalbraith@sbcglobal.net> Phone: (248) 693-0440 ext. 246 (St. Joseph)

Chris Kozlowski – Budget / Finances - St. Mary of the Hills

Melanie Avila – Communications / Email -St. Irenaeus, Lisa Andridge – Christ The Redeemer,

Rose Beddell –Sacred Heart, Beth Kudla – StJF, Dave Papoundrea – St. Andrew, Kathy

Borg – St. Benedict, Lourdes Smith – St. Damian



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Pontiac Area Vicariate Service Operations Committee

Youth Ministries Profile – Additional Information

Needs from the PAV:

- Continued budget allocation similar to 2011/2012 budget.
- Create and maintain a Youth Ministries contact info / schedule on PAV website.

Details on Youth Ministries:

- The Youth Ministries Group was formed in 2006
- Youth Ministries Group is intended to provide collaboration on Youth Ministry Events
Examples: - Haunted House, Valentine Dance, Bowling, Road rally, Trips (Cedar Point) and Service Projects (to attract a larger number of youth than could be done by a single parish).
- Youth attend for social, spiritual, self esteem and service, it is service that transforms the hearts of today's youth
- Youth from any parish are free to attend whatever parish youth group they desire
- Monthly Youth Ministers meetings are generally held on second Thursdays
- The yearly calendar planning is held at the May Youth Ministers meeting
- The greatest benefit of meeting is the shared support and time to discuss issues, share best practices, and review lessons learned
- Current participants are St. Irenaeus, St. Andrew, Christ the Redeemer, St. Joseph, St. Mary of the Hills, Sacred Heart, St. John Fisher and St. Benedict
- PAV website schedule of events boosts awareness and improves attendance
- Youth Ministry Group welcomes participation from all parish youth ministers including St. Damian of Molokai and St. Paul Albanian



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Pontiac Area Vicariate Service Operations Committee

Service Operation / Ministry Profile – Additional Information (continued)

Youth Ministries Additional Information

Budget Structure

- Youth Ministries subscribe to the “Youth Ministry Access” Website for planning information. The subscription fee of \$188 per parish is due in January. The seven active parishes have requested parish subscriptions (\$1320 fee).
- Budget subsidizes speakers expenses. Can also be used for leadership training and providing partial scholarships to certain events.
- Additionally, Youth Ministries budget items include vicariate-wide service projects, such as:
 - a. Rake ‘N Run
 - b. Food Packing – For Guatemala
 - c. Crossroads For Youth
 - d. Blight Busters
 - e. Painting Decks
- PAV Business Manager, Paul Borucki, receives all incoming income and issues all checks.



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Pontiac Area Vicariate Service Operations Committee

Service Operation / Ministry Profile

Service: Agape - Young Adult Ministries

Agape Community Mission: Agape is a welcoming young adult community that nourishes relationships with Christ and one another. Agape inspires young adults to reflect, relate, and support one another in all that life brings.

Meeting Frequency:

“Standard” work day operation.

Leadership Board (Vicariate Pastoral Leaders and Vicariate Leadership) meets quarterly.
Agape leadership teams meet monthly.

Metrics - 2010 - 2011:

9	Ministry teams within Agape Community
5	On-going small groups
4	Retreats per year (Subiaco, etc.)
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Staff

Lisa Brown – Agape Director – (St. John Fisher), abad@oakland.edu (248) 373-6457



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Guardian Angels
Mt. Hope

Religious Communities

Oxford Dominican Sisters
St. Benedict Monastery

Chaplaincies

Crittendon Hospital
Oakland County Jail
Oakland County Juveniles
POH Medical Center
St. Joseph Mercy Oakland

Nursing Homes

Lake Orion
Sanctuary at Bellbrook
Oakland County Medical Care
Facility
Lourdes Campus

Oakland County

Catholic Community
Response Team
Catholic Social Services
Genesis Young Adults
Campus Ministry
Agape Community
Guest House
St. Mary's Retreat House

Pontiac Area Vicariate Service Operations Committee

Service Operation / Ministry Profile – Additional Information

Service: Agape - Young Adult Ministries

Needs from the PAV:

Desire future budgets to use allocations from unused Genesis/Leadership for Tomorrow funds.

- i. Retreats need PAV financial support for non-OU Young Adults (OU pays \$85 of the \$125 fee for their students).

Presiding priest for monthly 2nd Sunday 7PM Masses at St. John Fisher Parish.

Details on Agape Ministries:

- Agape is a strong, welcoming community of young believers who gather for a variety of spiritual, social, and service opportunities each month. Many of the members attend OU which makes St. John Fisher Chapel the natural choice as the home to Agape.
- About 30-50% of Agape leaders and membership do not belong to any parish, and attend whichever church has the most convenient Mass schedule for their life pattern.
- Agape Young Adult Community originated in 2002 as Fusion Young Adult Ministry.
- Genesis was a network of young adult ministries throughout 5 Vicariates...and though that network no longer exists, the PAV young adult ministry, once Fusion, now Agape, still remains.
- The Agape calendar is hosted on OUCampusMinistry.com, on Facebook, and www.agapecommunity.net.
- The five on-going small groups consist of Scripture and Faith Sharing, Coffee and Conversation, Fun-sized Formation, Sacred Hour, and Book Discussion.
- PAV Business Manager, Paul Borucki, receives all incoming income and issues all checks.



Catholic Parishes, Schools,
Agencies and Institutions

Parishes

Christ the Redeemer, Orion Twp
Sacred Heart of the Hills,
Auburn Hills
St. Andrew, Rochester
St. Benedict, Waterford
St. Damian of Molokai, Pontiac
St. Irenaeus, Rochester Hills
St. John Fisher, Auburn Hills
St. Joseph, Lake Orion
St. Mary of the Hills, Roch Hills
St. Paul Albanian, Roch Hills

Schools

Holy Family Elementary,
Rochester/ Rochester Hills
Marist Academy, Lower Level
Waterford
St. Joseph School, Lake Orion
Marist Academy Middle School,
Pontiac
Notre Dame Preparatory,
Pontiac

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Pontiac Area Vicariate Service Operations Committee

Service Operation / Ministry Profile

Service: Vision 2000 Campaign for Catholic Schools

Mission: Prepare, supervise and manage finances of the Vision 2000 Campaign.

Who

When

What

Vicar	Monthly	Monthly Report for Campaign
Vicariate Finance Committee	Quarterly	Quarterly Reports for Campaign
Vicariate Pastoral Council	Yearly	Annual Report for Campaign

Metrics - Period 07/01/11 to 09/30/11 (1st Qtr 2011-12):

\$	1,200	Campaign's Actual income to date
\$	312	Campaign's Actual expenses to date
\$	888	Campaign's Actual cash flow to date

Budget – 2011-2012 (07/01/2011 to 6/30/2012):

\$682,286 from PAV parishes/schools to the AOD from PAV

Staff

Paul Borucki – PAV Business Manager – Email: pborucki@ameritech.net

Phone: (248) 373-6457 (St. John Fisher)

Judy Gordon – Administrative Assistant



Catholic Parishes, Schools,
Agencies and Institutions

Parishes

Christ the Redeemer, Orion Twp
Sacred Heart of the Hills,

Auburn Hills

St. Andrew, Rochester
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Pontiac Area Vicariate Service Operations Committee

Service Operation / Ministry Profile – Additional Information

Service: Vision 2000 Campaign for Catholic Schools

Needs from the PAV:

- Continued budget allocation similar to 2011-2012 budget.

Details on Vision 2000:

- The \$20 million bond for PAV Catholic schools is due in August of 2020.
- Phase 1 - \$10 million was pledged by individuals, parishes, and schools. \$20 million was spent on the projects. Individual pledges that had no activity for over one year were deemed “dead pledges” and the unpaid balances were allocated to the five parishes who support Holy Family Regional School (HFRS).
- Phase 2 – was required to fund the difference between the total bond debt and what was pledged. Payments are collected monthly and sent to the AOD Loan Deposit Program (LDP) and posted to individual LDP savings accounts by entity.

Participation in Vision 2000

- All parishes except St. Paul Albanian and all schools participated in Phase 1.
- Phase 1 payments on open pledge balances are coming in from a few individual donors, Christ the Redeemer, and St. John Fisher.
- St. Andrew, St. Benedict, St. Damian, St. Irenaeus, St. John Fisher, St. Mary of the Hills, Sacred Heart, and HFRS are participating in Phase 2.
- St. Joseph and Christ the Redeemer opted out of Phase 2..
- The AOD pays the shortfall between the bond payment and the amounts submitted through Phase 1 and 2.

Budget Structure

PAV Business Manager, Paul Borucki, receives all incoming Phase I Campaign income and issues all checks. Phase II Campaign funds are handled through the PAV.