

Cluster 23 Meeting Minutes
July 19, 2005
Hosted by St. Joseph's

Attendance:

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|---|---|---|--|
| <input type="checkbox"/> Fr. Joseph Manship | <input checked="" type="checkbox"/> Fr. Lawrence Conley | <input checked="" type="checkbox"/> Fr. Norm Carpentier | <input checked="" type="checkbox"/> Fr. Joseph Daniels |
| <input checked="" type="checkbox"/> Sharon Williams | <input checked="" type="checkbox"/> Pat McHatton | <input checked="" type="checkbox"/> Elaine Rioux | <input checked="" type="checkbox"/> Jessica Hart |
| <input type="checkbox"/> Donna Libby | <input checked="" type="checkbox"/> Dick Peterson | <input checked="" type="checkbox"/> Lynn Shorty | <input type="checkbox"/> Anna Cutter |
| <input checked="" type="checkbox"/> Bernie Filieo | <input checked="" type="checkbox"/> David Bois | <input checked="" type="checkbox"/> Dr. Martha Corkery | <input type="checkbox"/> Ernie Lebel |
| <input checked="" type="checkbox"/> Ben DeRoche | | | |
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Meeting began with a prayer led by Fr. Daniels, then turned over to Bernie Filieo, Chairman for the cluster. Minutes from last meeting and agendas were distributed

3-1 Reading of Minutes **Lynn**

Minutes were reviewed briefly and open action items identified:

- Identification of the cluster's official facilitator is still pending. Dates have been set for the end of July for training selected facilitators. Bernie will continue to pursue this with Ernie Lebel – *Martha Conroy* is who we expect to be named to our cluster. *As of 8/8/05, the assigned facilitator will not be available for our 8/16 meeting, but will be available for the September meeting.*
- Westbrook Catholic Community: per Bernie's update, Westbrook's clustering is considered separate from this group's work. This is still a point of concern as to how this will impact final decisions for Cluster 23.
- Cluster 23 Map: Sharon continues to work on developing a map that identifies the extent of territory involved within this cluster
- Finalized Model Summary: changes identified from last meeting were added to the summary sheet – group agreed to all changes.

3-2 Agenda Review **Bernie Filieo**

Primary focus was on developing a plan for meeting with the various pastoral councils – this led to much discussion re: communications from the cluster, as well as from the Diocesan office.

- *Major Statistics Review/Updates*
Additions to the listing as well as clarifications for interpretation of data being requested were addressed:
 - Add number of lectors and Eucharistic ministers
 - List all commissions and number of participants
 - Clarification: calculate contributions per week based on average attendance
 - List of all parish and non-parish events: each parish will draft an addendum sheet to list all events occurring within the church building
 - Westbrook Catholic Community explained that it would be unable to provide a three year review of finances due to the clustering within that community. Will be able to provide a one year review – explained that the financial picture is somewhat bleak as a result of losing parishioners during the clustering process, although some of these lost parishioners are now returning.
- *Agenda and Goal Development for meeting with Pastoral Councils*
Bernie opened discussion re: group preferences for meeting with the various councils. Various ideas/topics were suggested:
 - Meeting should occur quickly so that council members and leaders within each parish community may verbalize any questions and plan subsequent communications with their parishioners accordingly
 - Explain the clustering process and educate councils on the timing of events
 - Share a general mission statement/objective (Bernie agreed to work on a first cut at this)
 - Discuss models
 - Invite input and participation

- Ben emphasized the need to have visible chancery support at these meetings, based on his experiences in Westbrook; Fr. Daniels also noted that we need to inform the councils that some of the final decisions will be passed down from the Bishop's office. This led to Fr. Conley's suggestion to distribute a copy of the **Do's and Don'ts for Parish Planning for Evangelization** (distributed – hard copy available thru Lynn)
- Parish visitations should continue – could use these as an opportunity to tour various sites and to get a statement from the pastoral and finance councils (per previous agreements made in the cluster's first meeting.) Should forewarn the council members so that they may prepare questions; in turn, we need to send out a positive message to these groups. Will hold off meeting with Westbrook until other sites have been visited.
- Would prefer to have all four/five councils, the finance commissions and the facilitator together in one meeting so that the same message is sent to all involved

Clarification was requested as to the purpose of meeting with the pastoral councils: concern was expressed over how this may open "Pandora's Box" when councils realize that they may be changed and/or eliminated – are we prepared to handle these discussions? Agreement was reached that we should hold off until Sept/Oct when a facilitator was on board and able to assist. Also agreed that it would be important to

Clarification was also requested re: the timing of the proposal to actual implementation. It was suggested that the implementation could be immediate or take up to 3-5 years, based on Bishop approval. Timing of implementation is also impacted by priest retirements, deacon classes/graduations, and the distance between communities being clustered.

Another concern was expressed regarding the timing of assigning a pastor for the cluster. Assignment would occur after the planning was complete – how would this impact his ability to lead? Fr. Norm, Fr. Conley and Fr. Daniels all felt that this is a situation was no different than when a new pastor is assigned to a parish today. They also shared that there will be a workshop in the future for all Cluster Committees to address similar concerns and to assist with the journey ahead for all cluster members.

- *Meeting Schedule and Times*

Group agreed to meet on Tuesday at **St. Anne's in Gorham, August 16 at 6:30pm**. Further discussion is necessary for preparing meeting formats/agendas for addressing the pastoral councils. The next meeting time will be on **Tuesday at St. Mary's in Westbrook, September 6 at 6:30pm** located at 625 Main Street, School Building, 2nd Floor.

3-3 Communications

General Group Discussion

The importance of consistent communication regarding the group's progress was again discussed. Suggestion was made to generate a "draft" statement re: clusters; also recommended that we speak from the pulpit on occasion to update our communities on the cluster's progress. Some frustration was expressed over the recent bulletin insert provided to each of the parishes by the director of parish planning. This insert/memo gave an overview of parish realignments and the document "*Evangelization – Telling Anew the Story of Jesus*" (distributed at our first meeting). The group was in agreement that these types of communications should be provided to those participating in cluster work prior to distribution so as to be prepared for any questions from parishioners. Bernie will follow up with Ernie to see how this request can be fulfilled. A copy of the bulletin insert was made available to all cluster members (hard copy available thru Lynn).

3-4 Action Items Summary

- Complete Cluster 23 map (Sharon)
- Complete data collection for “major statistics worksheet” (All)
- Develop Cluster 23 Objective Statement (Bernie – first draft)
- F/U with Director of Parish Planning re: communications among the various parishes (Bernie)

NEXT MEETING:

**TUESDAY, AUGUST 16TH AT 6:30PM
ST. ANNE’S IN GORHAM**

*Thanks to Fr. Daniels for providing refreshments, fresh key-lime pie,
and a comfortable atmosphere in which to meet!*