

Parish Cluster 23 Meeting Minutes
October 12, 2005
Hosted by St. Anne's Church

Attendance:

<input type="checkbox"/> Fr. Reggie Brissette	<input checked="" type="checkbox"/> Fr. Lawrence Conley	<input 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 checked="" type="checkbox"/> Donna Libby	<input checked="" type="checkbox"/> Dick Peterson	<input checked="" type="checkbox"/> Lynn Shorty	<input checked="" type="checkbox"/> Anna Cutter
<input checked="" type="checkbox"/> Bernie Filieo	<input type="checkbox"/> David Bois	<input checked="" type="checkbox"/> Dr. Martha Conroy	<input type="checkbox"/> Ernie Lebel
<input checked="" type="checkbox"/> Ben DeRoche	<input checked="" type="checkbox"/> Martha Conroy		

Meeting began with a prayer led by Fr. Conley, then turned over to Martha Conroy. Minutes from the Sept. 27th meeting, agendas and updated statistical worksheets were distributed.

7-1 Reading of Minutes Lynn

Minutes were reviewed briefly and open action items discussed:

- Parish Cluster 23 Map: Map has been completed and distributed. Thank you Sharon!
- Complete remaining data collection for “major statistics worksheet” (Gorham, Westbrook, Windham) – Still some items to be obtained from OLPH and Westbrook. Bernie noted that there was a new item added to the listing – **Total Debt**. With regard to maintenance issues, the group was asked to prioritize items by necessity (safety, required), identify costs, and develop a timeline for a 5 year protection plan
- Identification of top seven Data Collection Elements (All) and return to Lynn for data compilation – pending more respondents. Lynn will complete prior to our November meeting.
- Develop a five year capital plan once a recommendation is identified (All) –In progress
- Need to clarify with Ernie the necessity of having a representative from the Chancery at the individual parish meetings (Bernie) – Pending.

7-2 Sept. 27th Parish Meeting Input Bernie Filieo

- *Review of minutes* – the following edits were made:
 - Review of the Model Options (Ernie) – agreed to strike the comment regarding Model 4 being specific to the Portland parish communities. Discussed possibility of developing an organizational chart.
 - Sharing of our Objective Statement (Bernie) – it was noted that our objective statement within the notes was not the most updated. This was revised.
 - Open Discussion – Q&A: Group agreed that much clarification was needed prior to submitting any specific responses to comments and questions raised during this meeting. Only a few items were identified as having definitive/safe responses – the remainder are considered open items and a disclaimer of sorts should be added to indicate that clarification must be obtained. For example, we need clarification re: commissions at each worship site – need to be attentive to maintaining parish life at each site, as this is the heart and soul of each parish.
 - Discussed the development of a frequently asked question list – for example, we know that we will have 3 priests (one being pastor) and that there will be one overall parish finance council and one overall pastoral council comprised of members from the various worship sites.

7-3 Cluster Committee Meeting in Winslow Martha Conroy

Copy of invitations along with registration cards were distributed, completed, and then collected for submittal to the Bishop's office

7-4 Individual Parish Meetings Martha Conroy

Comment was made regarding the importance of including the Westbrook Community in this process. The priests stated they would arrange for a meeting with Fr. Brissette and the Bishop to help clarify concerns pertaining to the impact of decisions being made by St. Anthony's on Cluster 23's work.

- Had discussion regarding arranging for individual parish visits. Some felt that every member of the cluster should be present for the visits. Some had reservations about the time commitment and felt that it would be appropriate to make smaller groups as long as there was representation from each individual parish. Decision was made to encourage as many members as possible to attend the various meetings.
- Fr. Daniels suggested that we visit with the Bridgton group on Wednesday, November 9th for 6:30pm mass and a meeting to follow. Group agreed to that date
- Fr. Daniels also recommended that we meet with the Fryeburg group during the following week on Thursday, November 17th. Group agreed to that date.

7-5 Action Items:

Bernie Filieo

- Complete remaining data collection for “major statistics worksheet” -- Still some items to be obtained from OLPH and Westbrook. With regard to maintenance issues, the group was asked to prioritize items by necessity (safety, required), identify costs, and develop a timeline for a 5 year protection plan
- Identification of top seven Data Collection Elements (All) and return to Lynn for data compilation – Lynn
- Develop a five year capital plan once a recommendation is identified (All)
- Need to clarify with Ernie the necessity of having a representative from the Chancery at the individual parish meetings (Bernie)
- Initiate development of an organization chart (Bernie)
- Development of a FAQ sheet (Lynn)

Meeting in Winslow:

**Saturday, November 5th at 11:00am
St. John School, Winslow**

PARISH CLUSTER MEETING:

**MONDAY, NOVEMBER 7TH AT 6:30PM
ST. ANTHONY’S IN WESTBROOK**

Thanks to Fr. Conley for providing refreshments and a comfortable atmosphere in which to meet!