



DIOCESE OF SPRINGFIELD PRESBYTERAL COUNCIL

FAITH. HOPE. CHARITY

TO: Active, Retired and Religious Priests and Deacons

FROM: Office of the Chancellor

DATE: May 6, 2020

RE: Summary Report of the March 3, 2020 Presbyteral Council Meeting

The following topics were presented and discussed at the March 3, 2020 Presbyteral Council Meeting held at the Bishop Marshall Center.

PARISH SAFETY AND SECURITY

Msgr. Christopher Connelly reported that with close collaboration with his Parish Council in the Cathedral, they formed a security team to examine how to best implement safety in the Church. The Springfield Police department made a presentation on safety.

CORONAVIRUS

The Presbyteral Council felt it was important for Bishop Rozanski to issue guidelines to promote health safety in response to the epidemic of the Coronavirus. Some suggestions:

- Omit the Sign of Peace
- Encourage parishioners to stay home if they are experiencing flu- like symptoms
- Drain the Holy Water fonts
- Distribute communion under one species.

CLERGY POLICY MANUAL

Fr. Malatesta reviewed and updated the Clergy Policy Manual. Language was changed to make the policies clearer.

Discussion arose on the section on Modification Of Ministry Status: Policy and Procedures for Priests Who are Incardinated, Non-Retired and In Special Circumstances.

Discussion also arose with regards to the appointment, role and responsibilities of Deacon Administrators of Parishes.

After several minor changes with wording and grammar, the following sections of the Clergy Policy Manual were reviewed and approved by the Presbyteral Council:

- The Parish Council By-Laws.
- The Checklist for First- Time Pastors.
- The Job Description for the Vicar of Clergy.
- The Job Description for the Pastor and Parochial Vicar.
- Best Practices for Priests.
- The Presbyteral Council By- Laws for Standing Committees.
- Policy and Procedure for Alcohol
- Consultative Services
- Clergy Personnel Auto Insurance.
- The Vicars of Clergy: Ex-Officio Members of the Presbyteral Council.

There was a discussion regarding the policy on Common Rectory Living. It was deemed necessary for pastors and other priests in residence to have a written policy in place to facilitate discussion about shared living space.

The plan is to provide a hard copy of the Clergy Policy Manual to each priest at the Convocation in October 21-23, 2020 as well as have it on the Continuing Education, Formation and Support of Clergy website: www.diospringfieldCEFSC.org

OFFICE OF THE BISHOP UPDATES:

- Lenten Clergy Day of Prayer and Reflection will be held on March 10, 2020.
- Bishop Rozanski thanked the priests for getting information out to parishes about contacting their state legislators opposing the ROE Act Abortion-Expansion Bill.
- Registration for the *Catholic Life Conference* is just shy of 1,000 participants. This is 200 registrations short of their goal. March 10, 2020 is the deadline to register. There are 33 priests participating in the conference.

NEXT MEETING: May 5, 2020