

ONGOING EDUCATION/FORMATION COMMITTEE (OEFC)

MINUTES – MEETING #53

Thursday, April 19, 2018
Chicago Province Center – Techny, Illinois

Present: Kathy Borresen, Jim Braband (Chair), George Gawlik, Dan Holman, Mark Weber
Excused: Jim Bergin

The meeting began at 10:30 a.m. with a prayer led by Jim Braband.

The Minutes of the previous meeting (#52) held on November 20, 2017 were reviewed and accepted. The minutes will stand as issued.

1. FINANCIAL REPORTS

1.1 FY 2017-18: Current (July 2017 – March 2018) Report

The current report on the amount and number of grants issued for both individual requests and group funding was reviewed and accepted. It was noted that there is sufficient funding left to meet the needs of individuals requesting grants for the balance of this fiscal year. A copy of "History: Ongoing Education/Formation Grants" was provided to each committee member.

1.2 FY 2018-19: BUDGET REQUEST

A copy of Ongoing Education's budget request for the upcoming fiscal year was provided to each committee member. It was noted that funding for individual grants had been increased by 4% with the expectation that registration fees and travel expenses would be increasing in the coming year.

2. ONGOING EDUCATION 2017 ANNUAL REPORT TO THE CHICAGO PROVINCE

This report was submitted to the Provincial Council in February (2018). A copy of it was distributed to each committee member at today's meeting. The report's summary of activities and accomplishments for 2017 as well as the stated goals for 2018 was reviewed and accepted. Among Ongoing Education's 2017 accomplishments were the fulfillment of 70 individual grants and the generous re-commitment of the OEFC members to serve on this committee another three years.

3. ANNUAL ACCOUNTABILITY STATEMENT (AAS) PROGRAM: FY 2017-18

The plan to achieve 100% compliance was outlined. The AAS program is already being mentioned on the Education Office's website. In June the website will specifically direct participants to the online Accountability policy, its instructions and form. The program will officially kick-off in mid-June with emails being sent out to all active SVDs explaining the program and asking for their submissions by the July 31 deadline. Weekly follow-up reminders are planned and, if necessary, local superiors will be asked to help with any confreres who seem to be in non-compliance.

4. UPDATE ON ONGOING EDUCATION/FORMATION WEBSITE <http://uscongoinged.org>

The number of monthly visitors to the website continues to be in the 2,000 visits range in addition to appearing fourth or fifth in online search results for "ongoing education", "educational resources" or "treatment resources". It was reported that a number of companies have asked to be added to the website's Resource Directory which, no doubt, has added to website's visitor and ranking counts. It was discussed what would be

considered an appropriate listing and what wouldn't. The committee agreed to leave it to the discretion of the Education Office Coordinator who would consider what the benefit(s) to the SVD community would be as one of the criteria for listing.

5. SAVING VALUABLE DOLLARS SEMINAR POSSIBILITIES

It was reported that discussions have been held with the Finance Department regarding when another Saving Valuable Dollars Seminar could be held. The Province's calendar is full for most of (the remainder of) this year, making it difficult to block out the three or four days needed. Next Spring may be a better time to hold this seminar and the idea will be pursued.

Suggestions for topics were offered by the committee members such as budgeting, using QuickBooks, hiring/firing, documentation, writing grant applications; as well as perhaps having a specific session for new pastors or offering two different seminar tracks to chose from.

6. NEW BUSINESS

The committee discussed mileage reimbursement in grant applications taking into account the government's current rate, various diocese rates, current statistics on gasoline mileage, and alternative modes of transportation. It was decided that 35 cents per mile would be the reimbursement rate with the stipulation that this covered travel solely by their car directly to and from event.

5. NEXT MEETING

The date for the next OEFC Meeting will be determined at a later date.

The meeting concluded at 11:15 a.m.

Minutes recorded by: Kathy Borresen

cc: Q. Dinh, SVD

Attachments: History: Ongoing Education/Formation Grants (re: Item 1.1)
FY 2018-19 Budget: Ongoing Education (re: Item 1.2)
Chicago Province Annual Report for 2017: Continuing Education (re: Item 2.0)

Distributed to OEFC Members: April 23, 2018

Posted on website: May 2018

Note: Any attachments or handouts listed in these minutes were distributed to OEFC Members only.