



National Conference for Catechetical Leadership

BOARD REPORT

Highlights of the NCCL Board of Directors Meeting: November 2-3, 5, 2011

Present: Brian Garcia-Luense, Joanie McKeown, Lee Nagel, Karen Pesek, Russell Peterson, Peter Ries, Anne Roat, Michael Steier, Mary Jo Waggoner, Mike Westenberg

Excused: Kathy Kleinlein

Next Board Conference Call: December 13, 2011, 3:00pm EST.

Prayer: “We rejoice in our Catholic Faith.”

*Because of flight delays, the meeting began with the following people present:
Karen Pesek, Russell Peterson, Pete Ries, Anne Roat, Mary Jo Waggoner, Mike Westenberg*

The following actions were taken:

Executive Director Emergency Plan approved.

Catholic Climate Covenant: We will continue to raise members' consciousness to "go green".

Reviewed board norms and recommitted that we continue to following them.

Approval of Minutes: The October minutes were approved.

Executive Director Update: Lee emailed a written report to the Board that will be shared with Rep Council.

1. Gina Garroway, hired as NCCL's Associate Director on August 22, 2011 is pleasant and helpful. She is becoming proficient at each new task that she undertakes in the office, including invoicing Catechetical Sunday materials, following up on accounts past due, and working on details for the November Board and Rep Council meetings.
2. The NCCL Board Update is sent to the membership and posted on the website monthly after the minutes have been approved.
3. 9,000 copies of the Catechetical Sunday reflection book, *Musing: Become What You Receive* were sold and distributed. The importance of diocesan director support for this product was obvious. An increase in sales in a given week from a particular diocese was always evidence that the diocesan office had passed on the NCCL Catechetical Sunday promotion piece to the catechetical leaders in his/her diocese.
4. Over 5,5000 Catechetical Sunday Eucharist pins were sold and distributed. It will be offered for sale in the Spring for First Communion.

BOARD REPORT

5. Thanks to the generosity of Mike Wagner and the Diocese of Ogdensburg along with Mary Jo Waggoner and the Diocese of San Diego, over 200 copies of *Knowing Jesus and His Message* have sold in English and Spanish.
6. The new book, *Doing Great Ministry With Less*, which was written by Rep Council members last year is now available. Rep Council members will be asked to autographing copies during their upcoming meeting. Each contributing author will receive a complimentary copy.
6. PAC (Partnership on Adolescent Catechesis) has created the Transforming Adolescent Catechesis project and will begin four pilots in the Spring: The current situation will allow us to continue with the NIAC initiative until December, 2012. Applications for grants are being submitted to various organizations. The NCCL website lists the parishes involved in the *Transforming Adolescent Catechesis* pilot projects.
7. The **Alliance** (Alliance for the Certification of Lay Ecclesial Ministers) has received approval for its Standards and certification from the USCCB Committee on Certification and Accreditation. The group anticipates making the official announcement and unveiling its logo in November. Each organization serves as the initial recipient of information for persons seeking to achieve national certification. NCCL serves the parish catechetical leader. The other four organizations forming this Alliance are FDLC (Federation of Diocesan Liturgical Commissions), NALM (National Association for Lay Ministry), NFCYM (National Federation for Catholic Youth Ministry), and NPM (National Association for Pastoral Musicians)
8. NCCL has joined *Strong Catholic Families, Strong Catholic Youth*, an initiative developed by NFCYM. The NCCL website lists some of the dioceses that participated in this program.
9. Answers to the *Most Commonly Asked Questions* on NCCL's new Bylaws—defined Federations have been posted on the NCCL website.
10. After a series of difficulties in the beginning of 2011 which resulted in delays in the publication of NCCL's *Catechetical Leader* magazine, the fifth issue of the year has now been produced. Bi-monthly publication will resume in 2012. Lee has received a number of requests for reprints of articles in CL magazine.
11. **NCCLonline** is the branding for our online services. Go to Facebook **NCCLonline** to "like" NCCL and view the content that members of the Technology Committee add on a regular basis. Read NCCL tweets at Twitter **NCCLonline**. View YouTube clips on our **NCCLonline** channel.
12. *Best Practices for PCL's* from the PCL Forum has been posted on NCCL's website. Two days later, Lee had already received five positive comments on these *Best Practices*.
13. Loyola Press and NCCL are still looking for a project coordinator to oversee the revision of the *DRE Series*.
14. "Save Me a Place" registrations for the Annual Conference and Exposition continue to come in at the Early Bird special price.

BOARD REPORT

15. NCCL was one of 43 sponsors of the 2011 Collegeville National Symposium on Lay Ecclesial Ministry. NCCL offered three commitments:

1. To help our members understand and advocate for the implementation of National Certification as Lay Ecclesial Ministers through podcasts, webinars, CL weekly, province discussions, and presentation at Rep Council and/or the Annual Conference.

2. In collaboration with the USCCB Secretariat of Cultural Diversity in the Church and assisted by NCCL members in the Forum on Catechesis with Hispanics to advocate the Alliance and its members and to pursue the sponsorship of a Training the Trainers program workshop on intercultural competency.

3. To engage our membership in a theological reflection on the vocation and mission of a Lay Ecclesial Ministry; providing feedback through a structured dialogue.

16. \$7647 was received in NCCL's 75th anniversary fundraiser, \$75 for 75th. Almost all of the new Rep Council members contributed to this fund.

17. When members click links to books mentioned in CL Weekly and purchase through those links, NCCL receives a percentage of the sale.

18. Our financial viability would be strengthened if we could continue to increase our membership. The Board recommends that we should share with diocesan offices and PCLs the membership flyer created a couple of years ago by Membership and Communications Committees. We should revisit the idea of creating a traveling display to send to diocesan events, national events, etc to see if we can bring this to fruition. One of the problems is that we don't have a lot of our own product to sell to cover the cost of the booth at an event like LA Congress, but it could still be used at diocesan events. : We would display our books that are still pertinent, CL magazine, and have the membership flyers available.

19. The theme for 2012 Catechetical Sunday is "Catechists and Teachers as Agents of the New Evangelization". Lee is looking for ideas for the pin design. The pins should also be marketed to Catholic School principals.

20. Before applying for any grants, we need to name a dream, why it is important and what it will accomplish. Instead of one large dream, it might be better for us to start by focusing on smaller projects \$3000-\$5000 (like webinars).

President Update:

1. Ann Pinckney will chair the 2013 Annual Conference.

2. Michael Andrews will chair the Task Force for White Papers which will focus on evangelization. We could connect them with the Evangelization Committee. It was suggested that we ask Fr. Frank DeSiano if we could use one of his articles as an initial White Paper.

3. Because we do not have the final commitment from the bishops, we will not announce, yet, the locations for 2013 and 2014 Annual Conferences.

BOARD REPORT

Finance Report: Kathy emailed the 2010 audit.

The audits for the last three years are online.

Pete will report to Rep Council on the Cash and Equivalents at the end of year for the last three years.

2008 - \$268,471

2009 - \$270,839

2010 - \$308,245

Anne will ask the committees to submit Project Viability forms if they have an upcoming projects.

Strategic Plan:

Rep Council will spend Thursday evening writing two Action Items for each Objective. There will be another session to work on this on Friday evening. Each Board member has goals to shepherd.

Goal 1: Lee & Mike

Goal 4: Joanie & Karen

Goal 2: Pete & Michael

Goal 5: Brian

Goal 3: Russell

Goal 6: Mary Jo

Election Process:

Lee will outline the process used for proxy and absentee ballot for the Board to review. Lee will also email us the process in the Governance Policy for tie votes.

Joanie will email the tentative times for voting-related issues in the 2012 Annual Conference Schedule.

Mission Statement:

Some think evangelization needs to be incorporated in NCCL's Mission Statement. Some think the Mission Statement is too long and includes elements typically found in a Vision Statement. We will seek the input of Rep Council on NCCL's Mission Statement.

Executive Session:

The Board moved into an Executive Session without the ex officio members to discuss the evaluation of the Executive Director. Kathy Kleinlein Skyped in for this discussion.

Province Process during Rep Council:

Russell developed a PowerPoint to discuss issues related to province representation on Rep Council.

There could be 92 members on Rep Council if each province had a diocesan and parish representative. (This number includes Board members, representatives from partner organizations, etc.) Some Regions have always sent one rep instead of individual province reps. Some have never had a province PCL rep.

BOARD REPORT

Standards Committee:

The USCCB CCA approved the standards and the certification process. Next steps are to form the PCRC(s), plan their training, develop the application form and application process. We will add PCRCs around the country, as needed; the committee envisions we could need up to six. It is important that there be one bi-lingual (Spanish/English) person on the PCRC as well as a PCRC with more than one bi-lingual member.

National Symposium on Lay Ecclesial Ministry:

Karen Pesek and Cheryl Fournier will develop a discussion process for next spring's Rep Council meeting to engage our members in a theological reflection on the vocation and mission of a Lay Ecclesial Ministry. The process will be presented in a manner that could be replicated by dioceses.

Updates From Other Committees:

1. Evangelization: Tom Quinlan sent articles on evangelization to the committee. Michael Steier will email the information on the USCCB evangelization initiatives to Tom.
2. Membership: Joanie will talk with Chair Mark Buckley about the YAI and YP scholarships.
3. Product Development: There seems to be a need for the focus of this committee to shift from producing saleable product to generate revenue to producing free materials to serve our membership in the hopes that if people find the materials worthwhile they will be more inclined to join NCCL or renew their memberships. Relying on the sale of printed products for our financial viability is no longer a reasonable expectation. The committee should consider producing items that tie in with the USCCB priorities.
4. Rural Catechesis needs a new co-chair. The Board suggested names; Anne will follow up on this.
5. Technology Committee: The Board approved their new charges.
6. Theoretical Foundations: The committee continues their email discussions..

Conflict of Interest:

All Board members disclosed existing, potential, or what might be perceived as conflicts of interest between their personal or professional lives and their fiduciary roles as Board members of NCCL.

BOARD REPORT

SATURDAY EVENING

Present: Brian Garcia-Luense, Joanie McKeown, Lee Nagel, Russell Peterson, Peter Ries, Anne Roat, Michael Steier, Mary Jo Waggoner, Mike Westenberg

Excused: Kathy Kleinlein, Karen Pesek

Comments on the Rep Council meeting that just concluded:

1. Nice pace, had enough breaks.
2. Ask people to sit at different tables over the three days so they can mingle more with others.
3. For some of the discussions, people moved into different work groups by areas of interest, etc.
4. The interaction between LDC and Rep Council was different than expected. LDC asked for approval of the candidates for president and the slates with no explanation of what their selection criteria was, how they used the input from the Rep Council on the needs of NCCL, why those particular people were selected, what gifts they would bring to the Board, etc. It appeared that the LDC was working hard, but the process was opaque to Rep Council.
5. For this to be a discernment process, the presidential candidates should be given the pool of names a week or two before the Rep Council meeting so they can start to discern their slates.
6. The policies call for the Board to direct the election process. We want it to be transparent. Information should be provided in CL Weekly and CL magazine before the conference.
7. People seemed pleased overall with the meeting.
8. Some people would appreciate it if laptop computers were not open and being used for personal items during the presentations. It can create a physiological barrier to have large laptops open at the tables. Styles of learning and interacting vary, so we need to respect those who use their laptops a lot.
9. At a conference call before the Rep Council meeting, the Board should decide how we are going to present each topic and seek Rep Council's input. At this meeting, we focused too heavily on discussions at table with reports to the large group. Though it was repetitious, the level of engagement was high and we did glean great info from it. They seemed to appreciate the depth of the discussions.
10. Placement of the liturgy before lunch on Friday seemed an abrupt transition and didn't appear to flow with the schedule.
11. Forum meetings went well. Forum animators should be reminded that the Forums will be meeting at Rep Council and how much time is allocated for the meetings.
12. It helped to build community among the Rep Council members by starting with small group work.

Catechetical Award:

The Board reviewed the input from Rep Council before making the selection.

BOARD REPORT

Distinguished Service Award:

Rep Council reviewed the nominations and made further suggestions. The Board will make the decision in February.

Visioning for the Future / Grants:

1. Rep Council affirmed evangelization as a priority for NCCL to a greater degree than some Board members anticipated. This reflects a movement towards evangelization in many places throughout the country.

Lee will talk with Bryan about his contacts from the former NCCE.

We should publicize to those people and other people who staff diocesan Offices of Evangelization our Annual Conference noting the items that focus on evangelization (keynote, White Papers, Peter Murphy's presentation). This could be in the form of a letter from Bryan to those colleagues. If they desire it, we could arrange for a room where they could meet together for conversation.

There would be the possibility of the former NCCE becoming a federation within NCCL. We should stay aware of the different meanings that "evangelization" has in dioceses across the country. In some dioceses, evangelization is linked to stewardship, not catechesis.

NCCL could be of help to the bishops if we had a federation with an organized focus on evangelization.

Most of our committees are focused inward on the organization. This needs an outward focus.

In our member database, there are 19 NCCL members who have "Evangelization" in their job titles.

2. One project that a grant could help with is developing a search engine for the list of resources currently listed on the NCCL website.

3. To our online lists of books/resources could we add an area where people can review the items and others can rank the usefulness of reviews (similar to what Amazon allows on their site). Only NCCL members would be allowed to write a review.

4. We are elated that new people thought everyone was so welcoming and that this was important enough to them that they wanted to share it with us.

5. In May, we should ask current Rep Council members to do the orientation for new Rep Council members.

6. Anne will email some of the Action Items to Board members for fine-tuning.

7. Pete will modify the Case Statement based on input from Rep Council.

8. Pete will work with the evangelization group to generate a list of resources on evangelization.

9. Mary Jo will email the Standards Committee the list of things that need to be done for the certification process with a timeline.

10. "PCL" is used as an overarching name for a variety of titles (DRE, CRE, etc.).

We will start to use DCL in a similar manner to refer to those who are diocesan directors and diocesan staff. We will retain the distinctions between the two forums.

11. It would have been nice if other DDREs who were not present could have joined the 20 DDREs meeting together in discussion.

Respectfully submitted,
Joanie McKeown,
NCCL Board Secretary