

Prepare for Roman Missal (3rd Edition): May 2011

- Identify, purchase and gather resources (i.e. first-use service music; catechetical lessons; liturgical participation aids)
- Distribute resources to appropriate ministry groups

Additional information can be obtained by contacting the Office for Worship at oremus@archmil.org or 414-769-3348.

Five are slated to be ordained to transitional diaconate

Five seminarians are slated to be ordained to the transitional diaconate by Archbishop ListECKI at 10:00am on Saturday, 16 April 2011, at the Cathedral of St. John the Evangelist: Yamid Jose Blanco Ariza; Juan Manuel Camacho Porras; Brad Alan Krawczyk; Ryan Joseph Pruess; and Friar Hans Flondor, OFMConv. Please join us in asking God to bless each of these men as they begin their diaconal ministry amidst God's people.

Confused about how Confirmation and RCIA receptions into the Church are to be recorded?

To ensure that Confirmations are recorded properly in parish sacramental records, we recommend reading page 42 of the *Sacramental Guidelines*. The guidelines can be especially useful when one or more parishes come together to

celebrate the sacrament. The guidelines read:

After confirmation has been celebrated, the pastor or parish director is to record in the confirmation register the names of those confirmed, the minister, the parents and sponsor, and the date and place of confirmation. The pastor or parish director of the place of confirmation is also to advise the pastors of the places of baptism of each one confirmed so that proper notation can be made in the baptismal register (c.895).

When more than one parish joins together for the celebration of confirmation, the pastor or parish director of each of the parishes involved is responsible to see to the recording of the confirmations of his/her parishioners in his/her own parish register and to notify the places of baptism. When confirmation is celebrated at the cathedral, the same responsibilities rest with the individual pastors or parish directors of those confirmed there.

If the minister of the sacrament is not a bishop, the record is to indicate that he was either an extraordinary minister (e.g. Dean) or received special delegation. When a parish celebration includes confirmands from many parishes, each individual pastor is to record the confirmation facts in his own parish register. For those confirmed in a special diocesan ceremony at the Cathedral or elsewhere, record is to be made of that fact in the individual parish register as well. If the presiding minister associated other ministers to himself in the conferral of the sacrament, it is sufficient to note

the name of the presiding minister alone in the record.

For non-baptized individuals received into the Church, the following information needs to be recorded in the parish's Baptismal register: Name of baptized; date and place of birth; names of parents; name of sponsor(s); date, place of baptism and confirmation and minister's name; and notation of any previously celebrated valid marriage before person was received into the Church. The newly initiated person's Confirmation should also be noted in the parish's Confirmation register.

For baptized Christians entering into full communion (non-Catholic baptism), the following information is to be recorded in the parish's Baptismal register: name of baptized; date and place of birth; names of parents; name(s) of sponsors; date and place of baptism in non-Catholic community; date, place of Confirmation and reception into full communion in the Catholic Church and minister's name; and notation of any previously celebrated valid marriage before the person entered the Church. The individual's Confirmation should also be noted in the parish's Confirmation register.

We recommend making this information available to those delegated to perform this important recording task. Still have questions? Please contact the Chancery Office at 414-769-3339/3340 or herrickf@archmil.org, kingl@archmil.org.

Nineteen days and Spring Assembly time arrives!

The 27th annual Spring Assembly of Priests convenes in 19 days, 2-4 May at The Abbey Resort in Fontana. Check-in and registration in The Abbey's main lobby begins at 11:00am on Monday, 2 May; a Soup and Salad buffet luncheon

will be available from noon-1:30pm in the resort's Wisconsin Ballroom. *(The Abbey will endeavor to have as many rooms as possible available for early check-in, but some rooms will not be available until after 4:00pm. We ask for your patience and understanding.)*

The **assembly convenes at two o'clock** on **Monday** afternoon (**2 May**) and concludes at noon on Wednesday (4 May). Your brother priests will be the primary storytellers, panelists and facilitators for "*The Challenges and Joys of Priesthood.*"

If you want to leave emergency numbers with your parish staff, they may call The Abbey at 1-800-709-1326 or 262-275-9912. (There will also be a message board outside the Harbor Ballroom.)

Pre-registration for the assembly is preferred so that an accurate meal count can be given to The Abbey. For your convenience, telephone registrations will be accepted; contact Faye Herrick at 414-769-3339. You may also register Monday, 2 May, when you arrive at The Abbey.

Note: Golfers, on Tuesday afternoon you may want to take advantage of the special \$39.00 Spring Assembly rate offered by the nearby Abbey Springs Golf Course (just a mile from The Abbey). To arrange a tee time, call 262-275-6111, ext. 230.

Deadline for submitting 2012 Confirmation date requests is 15 May 2011

Parishes wishing to submit date requests for high school Confirmation must do so by 15 May 2011. Please confer with your cluster parishes when considering these dates. Only by exception is youth Confirmation celebrated without a bishop.

That exception has been granted for some 2011 Confirmations, but with the hope that a new auxiliary bishop will be appointed soon, the expectation is that the need for any delegation for the Sacrament of Confirmation in 2012 will be minimal. (Please note that delegation will still be granted for Confirmation of already baptized Catholic adults. You should continue sending this delegation request to the Chancery Office.)

Bishops are available to confirm in 2012, beginning 10 January 2012, and continuing through 25 March 2012. Confirmations will resume during the Easter season, beginning 12 April and continuing until Sunday, 3 June 2012. Confirmation dates will also be available in the fall, from 9 September through 18 November 2012.

When making your request, please provide the following information:

1. Three dates in order of preference;
2. The parishes involved;
3. Name of the Parish where the Confirmation will take place;
4. Name, address, telephone number and e-mail for the primary contact person;
5. Projected number of confirmandi.

Requests should be submitted via email no later than May 15, 2011 to confirmation2012@archmil.org.

Notification of the assigned Confirmation date will be provided by 1 September 2011.

Adult confirmation celebration is Pentecost Sunday, 12 June 2011

The 2011 adult Confirmation celebration is scheduled for 2:00pm on Pentecost Sunday, 12 June, at the Cathedral of St. John the Evangelist, Milwaukee. Reserved seating for confirmands and

their sponsors will be determined on a first-come, first-served basis. You can access the registration form at [Adult Confirmation](#). Please complete and return form to Maureen Habetler as directed. (*Contact Maureen at 414-769-3348 if you are unable to access the form.*)

Basilica will host special 1 May 2011 Mass of Thanksgiving

Open to all, a special archdiocesan Mass of Thanksgiving and celebration in conjunction with Pope Benedict XVI's celebration of the Rite of the Beatification of the Venerable Servant of God John Paul II will be celebrated at 3:30pm on Sunday, 1 May 2011, at the Basilica of St. Josaphat, (2333 South 6th Street) Milwaukee; Archbishop ListECKI will preside. All priests are invited to concelebrate, and all deacons to vest ([RSVP here](#)). The Divine Mercy Chaplet will be prayed at 3:00pm, with a reception immediately following Mass.

Celebrate the Lord's Ascension the weekend of 4-5 June 2011

This year's celebration of the Feast of the Ascension of the Lord (the Seventh Sunday of Easter) will be celebrated the weekend of 4-5 June. The revised *Lectionary* provides a three-year cycle of readings for the Feast of the Ascension. *Note: It is permissible for parishes to use the Seventh Sunday of Easter second reading and gospel on the Sixth Sunday of Easter (28-29 May).*

State law governs parish trustee elections

Wisconsin State Statute 187.19 stipulates that trustees are to be selected "from and by the congregation." Parishes must follow this stipulation to be in compliance with this statute.

Each parish must determine the best time for holding trustee elections – separately, or in conjunction with parish council selections. The difference between the two positions needs to be made clear to prospective nominees, both in understanding of the responsibilities and the selection process. It is important to remember that trustees are elected, not discerned.

The pastor/administrator/parish director gives notice of the upcoming trustee election for four successive weeks prior to the election. S/he appoints an election committee who will receive nominations, supervise and carry out the election. Trustee candidates must be Catholic, registered and practicing parish members who are at least 25 years old. The pastor/administrator/parish director may nominate one candidate for each open position. Additional trustee candidates must be nominated, in writing, by 10 or more parish members. Nominations must be completed and announced at the weekend Masses two weeks prior to the election. If there is only one nominee for an open position, nominations are closed and the nominee is declared elected. The archbishop must confirm all trustee elections; please address a letter to him indicating the election results. Send the letter to the Chancery Office.

Parishioners who are considering accepting nomination for the position of trustee must be educated about the position. Because they serve as ex officio members of the parish council, trustee nominees should receive the same orientation as parish council candidates. In addition, they need to be familiar with the manual, Parish Trustees and Administrative Services. Additional trustee questions can be directed to

Linda King at kingl@archmil.org or 414-769-3340.

World Mission Office arranges missionary appeals

The Archdiocese of Milwaukee has a long history of commitment to global needs and our people are noteworthy for their generous response to appeals for mission purposes. While we want to give our people varied opportunities to contribute to global mission needs, we also want to ensure that there is an orderly manner in which parishioners are approached so that they do not experience “donor fatigue.” The World Mission Office carefully oversees the Mission Cooperative Plan in the Archdiocese of Milwaukee. They make the parish contacts and schedule the missionaries to visit and speak about their work. They take responsibility for ensuring that proper credentials are on file so that parishes do not have an additional, administrative burden.

Some parishes are being contacted directly by Cross International, a mission support agency, offering the services of a priest to come to the parish and celebrate Masses for a weekend, at no cost. They ask for the opportunity to speak about their work. They do not take up a collection per se but they do leave brochures with contribution information. We are not suggesting that parishes not use the services of Cross International but it is important that you understand that this group is not part of the Mission Cooperative Plan. We have asked that Cross International coordinate their parish visits with the World Mission Office but you may still be contacted directly.

Steady . . . set . . . swing!

The Catholic Charities 9th Annual Golf Classic and Dinner Auction takes place

Monday, 20 June 2011, at a brand new location - The Wisconsin Club Country Club!

If you are interested in either golfing, attending the dinner or both, please visit the Catholic Charities website www.ccmke.org to register online. If you are interested in being sponsored to golf or attend the dinner portion that has been paid for by a Catholic Charities donor, please contact Brooke at 414-769-3536 or bfellenz@ccmke.org.

Please join us for our 9th Annual Golf Classic!

News you can use from the Administration corner . . .

Compensation worksheets now include a more complete explanation about Professional Expense Reimbursements. This expanded version is designed to assist you and your parish business manager/bookkeeper/secretary. Please make sure you review this information carefully, as these reimbursements have tax implications for you and the parish. No reimbursement checks may be issued without receipts and records, especially for mileage reimbursement. Expenses must be documented as ministry related and not personal. Jay Frymark in the Office for Parish Finance (frymarkj@archmil.org), 414-769-3377, is happy to have you contact him if you have follow-up questions or concerns.

Looking Ahead ► ► ►

Ordination to the Transitional Diaconate
Saturday, 16 April 2011, 10:00am
Cathedral of St. John the Evangelist
Milwaukee, WI

Chrism Mass

Tuesday, 19 April, 2011, 7:30pm
Cathedral of St. John the Evangelist
Milwaukee, WI

Mass Honoring John Paul II Beatification

Sunday, 1 May, 2011, 3:30pm
Basilica of St Josaphat
Milwaukee, WI

Spring Assembly of Priests

Monday-Wednesday, 2-4 May 2011
The Abbey Resort
Fontana, WI

Ordination to the Priesthood

Saturday, 21 May 2011, 10:30am
Cathedral of St. John the Evangelist
Milwaukee, WI

Nazareth-Family, Faith and Fun Day

Sunday, 10 July 2011, 12:30pm
Basilica of the National Shrine of Mary Help of Christians
Hubertus, WI (Holy Hill)

Archbishop Cousins Memorial Golf Outing and Dinner

Monday, 18 July 2011
Maple Crest Golf Club
Kenosha, WI

Fall Priests' Day

Monday, 19 September 2011
Place to be determined

Priests' Wellness Day

Wednesday, 12 October 2011
Wheaton Franciscan Healthcare
Wauwatosa, WI

**Archdiocesan/Chancery Calendar
 May 2011**

The Chancery Office will be **closed** Tuesday, **17 May**, 10:30am-noon, for a staff meeting. Archdiocesan Offices will be **closed** Monday, **30 May**, in observance of Memorial Day Holiday.

The Chancery Office will be **open** Saturday, **7 May** and **14 May**.



Wellness Corner: Don't have a stroke!

Submitted by Catholic Healthcare Collaborative

What is a stroke?

A stroke occurs when a blood vessel in the brain is blocked or bursts. Without blood and the oxygen it carries, part of the brain starts to die. The part of the body controlled by the damaged area of the brain can't work properly.

Brain damage can begin within minutes, so it is important to know the symptoms of stroke and act fast. Quick treatment can help limit damage to the brain and increase the chance of a full recovery.

What are the symptoms?

Symptoms of a stroke happen quickly. A stroke may cause:

- Sudden numbness, tingling, weakness, or paralysis in your face, arm, or leg, especially on only one side of your body.
- Sudden vision changes.
- Sudden trouble speaking.
- Sudden confusion or trouble understanding simple statements.
- Sudden problems with walking or balance.
- A sudden, severe headache that is different from past headaches.

If you have any of these symptoms, **call 911 right away.**

See your doctor if you have symptoms that seem like a stroke, even if they go away quickly. You may have had a transient ischemic attack (TIA), sometimes called a mini-stroke. A TIA is a warning that a stroke may happen soon. Getting early treatment for a TIA can help prevent a stroke.

Can you prevent a stroke?

After you have had a stroke, you are at risk for having another one. You can make some important lifestyle changes that can reduce your risk of stroke and improve your overall health.

- Don't smoke. Smoking can more than double your risk of stroke. Avoid secondhand smoke too.
- Eat a heart-healthy diet that includes plenty of fish, fruits, vegetables, beans, high-fiber grains and breads, and olive oil. Eat less salt too.
- Try to do moderate activity at least 2½ hours a week. It's fine to be active in blocks of 10 minutes or more throughout your day and week. Your doctor can suggest a safe level of exercise for you.
- Stay at a healthy weight.
- Control your cholesterol and blood pressure.
- If you have diabetes, keep your blood sugar as close to normal as possible.

- Limit alcohol. Having more than 1 drink a day (if you are female) or more than 2 drinks a day (if you are male) increases the risk of stroke.
- Take a daily aspirin or other medicines if your doctor advises it.
- Avoid getting sick from the flu - get a flu shot every year.

Work closely with your doctor. Go to all your appointments, and take your medicines just the way your doctor prescribes.

Source: Healthwise, Inc.

“Lord, you have the words of everlasting life.”

