



Irene Gomez-Bethke Papers.

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HISPANIC MINISTRY BOARD MEETING

February 20, 1986
Chancery Annex
328 W. Sixth Street
11:00a.m. - 1:00p.m.

M I N U T E S

Present Members: Justino Cruz, Rafael Ortega, Roberto Reyna, Hilda Sanchez-Henke, and Fr. Ray Monsour.

Staff: Sr. Consuelo, Virginia and Claudia

Meeting with Bishop Richard Ham, Vicar for Hispanics and Peter D'Heilly, Director of the Outreach Division.

**One of the purposes of this meeting was to discuss what issues and tensions have surfaced during this year of transition for the Hispanic Ministry Office and the Board from the previous to the current administration of the office.

Some of the issues that were raised by the members were:

- Not having enough members in the board and that last year because of that reason many meetings were called and cancelled since a quorum of 6 members was needed in order to make decisions.
- Present members went thru the process of calling competent people to join the board and are still waiting for the Archbishop's approval in order to do follow up and get going.
- Frustration was expressed for the time that the office was without a director, "while waiting for replacement."

Some of the tensions that developed during this year of transition were:

- After Lupe Serrano's resignation as Hispanic Ministry Director, a number of board members also resigned from the board.
- Selection of the Nomination Committee for the new director seemed exclusive
- The board members not being informed of what procedure or the selection of the director
- Transition of director and board members happened when the III Encuentro was in process. However, the Diocesan Promotional Team from the III Encuentro Process asked that something be done about a new director
- This 7 months of transition has been a learning process for the two new people in the office

**What is the relationship between RENEW, the Hispanic Community and the III Encuentro Process?

- The Hispanic Community is just awakening to the III Encuentro now they have to learn Renew and intergrate it into the Encuentro Process
- The follow-up to Encuentro Process calls for building Ecclesial Base Communities. Renew will be a vehicle for this.

-It will be necessary to provide an Orientation meeting with a training for the new people coming to the board, so there will be no false information. They would need to know what will be expected from them and What their role as an Advisory Board will be.

DATE: October 24, 1986

MEMO TO: Hispanic Ministry Advisory Board Members

FROM: ~~Hilda Sanchez-Henke~~, Chair


SUBJECT: November 13th Board Meeting

Our next meeting will be Thursday, November 13, 1986 at 7:00 to 9:00p.m.,
Chancery Annex 328 W. Sixth Street, St. Paul, MN. You will receive a
phone call a day before the meeting to confirm your attendance.

Centro Legal

College of
St. Thomas
Memorandum

To: Members of the Advisory Committee for the School of Hispanic Ministry

From:  Arthur E. Zannoni, Acting Dean, School of Divinity

Re: Meeting on December 5, 1986 at 1:30 p.m. Room 156 Christ Child Bldg.

Date: November 13, 1986

On Friday, **December 5, 1986**, Sr. Patricia Forester will present to the Advisory Committee a summary of her present findings with regard to the School of Hispanic Ministry. This is a preliminary feasibility study report.

I would ask that you please be present at this meeting and I look forward to seeing you there.

If you cannot be present for the meeting, please contact Sylvia Romaniak at 647-5095.

December 4, 1986
Hispanic Ministry Board Annual Meeting
Boca Chica Restaurant
6:00 - 9:00p.m.

MINUTES

PRESENT MEMBERS: Tom Sanchez, Phil Nache, Carl Valdez, Hilda Sanchez-Henke, Irene Gomez-Bethke, Justino Cruz, Elsa Vega-Perez, Carlos Mariani, Roberto Reyna, and Rafael Ortega

EXCUSED MEMBERS: Fr. Jose Gutierrez, Celia Hiland, and Fr. Ray Monsour

STAFF: Consuelo Covarrubias and Claudia E. Jaime

Prayer lead by Sr. Consuelo Covarrubias

MEETING DATE FOR 1987

It was decided that the Advisory Board meetings will be the 4th Wednesday of the month, meeting time 5:30 - 7:30 p.m. and alternating between St. Paul and Minneapolis. A motion was made by Tom Sanchez, seconded by Phil Nache, motion passed. (See enclosed calendar of meetings for 1987 up to October, 1987)

OLD MEMBERS/NEW MEMBERS

Seven names of people were recommended by board members to be invited to become members. Consuelo called the seven candidates, five out of the seven agreed and will send in their resumes. Deadline for resumes is 12/12/86. Tom Sanchez, Elsa Vega-Perez and Justino Cruz, will be part of the membership committee. They will follow the following steps.

1. Will meet to review resumes
2. The recommended names will be presented to the Advisory Board members on their January, 1987 meeting.
3. Recommendations will be sent to Archbishop John Roach.

Four new members are needed in the Advisory Board. Hilda Sanchez-Henke, Rafael Ortega, and Justino Cruz will be finishing their term on the board. Celia Hiland is not able to attend the meetings.

BY-LAWS

The By-Laws for the Hispanic Ministry Advisory Board were not approved at the 12/4/86 meeting, due to additional changes and corrections. The By-laws will be presented to the board again at the 1/28/87 meeting. (See copy enclosed. please review them. Be prepared to make any changes or suggestions on the 1/28/87 meeting)

ELECTION OF NEW CHAIR-PERSON, VICE-CHAIR AND APPOINTED MEMBER OF THE EXECUTIVE COMMITTEE

Phil Nache was elected Chair, Carl Valdez, Vice-Chair and Irene Gomez-Bethke member at large. A motion was made by Tom Sanchez, seconded by Justino Cruz, motion was passed. Motion effective February, 1987.

SEARCH COMMITTEE

The notice of job opening for the director of the Hispanic Ministry Office went out 12/2/1986 to 67 persons also to Hispanic Agencies, Announcement were placed in the Catholic Bulletin, the Our Lady of Guadalupe, Holy Rosary, and Ascension Parishes bulletin, the St. Paul Dispatch and Star and Tribune newspapers. Deadline for application is January 2, 1987.

NEXT HISPANIC MINISTRY ADVISORY BOARD MEETING WILL BE:

January 28, 1987
5:30 - 7:30p.m.
Ascension Parish
1723 Bryant Avenue
Mpls., MN

HISPANIC MINISTRY BOARD MEETING

SEPTEMBER 11, 1986

7:00 - 9:00p.m.

Chancery Annex

328 W. Sixth Street

St. Paul, MN

AGENDA

- I. Prayer
- II. APPROVAL OF MINUTES
- III. STATE ENCUESTRO FOLLOW-UP, PASTORAL PLAN - Sr. Consuelo Covarrubias
- IV. SUMMARY FROM MR. PETER D'HEILLY
- V. REPORTS FROM COMMITTEES AND OF PROGRAMS (5 minutes each)
 - Search Committee - Phil Nache
 - By-laws Committee - Elsa Vega
 - Goals and Objectives Committee- Carl Valdez
 - Renew Program - Irene Gomez-Bethke
 - Outreach Report - Fr. Ray Monsour
- VI. OLD BUSINESS
- VII. RESPONSE TO LETTERS
- VIII. NEW BUSINESS
- IX. CLOSING

Hispanic Ministry Advisory Board Meeting
Thursday, November 13, 1986
7:00 - 9:00p.m.
Chancery Annex
328 W. Sixth Street
St. Paul, MN 55102

MINUTES

Present Members: Elsa Vega-Perez, Tom Sanchez, Fr. Ray Monsour, Fr. Jose Gutierrez
Carl Valdez, Justino Cruz and Phil Nache.

Excused Members: Hilda Sanchez-Henke, Celia Hiland, Rafael Ortega

Absent Members: Carlos Mariani, Irene Gomez-Bethke, Roberto Reyna

Staff: Consuelo and Claudia

The meeting begun at 7:15 with a Prayer lead by Sr. Consuelo Covarrubias

Report on Retreat

The members shared their contentment about the retreat 9/20/86. They felt that the facilitation of Sr. Elisa Rodriguez was excellent. The first draft of the Plan of Action that came out during the retreat was used by the Goals and Objectives committee during their meeting when they planned the goals for 1987/88 fiscal year.

Update on Goals and Objectives

The Goals and Objectives committee met with Sr. Consuelo Monday, November 10, 1986. They reviewed the job description with the changes that the Search Committee made as it was prioritized for the Personnel Department.

The 1987/88 program objectives were worked and pulled out of the Plan of Action that the Board Members worked in their retreat 9/20/86. Some questions and suggestions were made by the members. Changes will be made before is presented to Peter D'Heilly and the Allocation Committee.

Update on Search Committee

The process has moved slowly, since a more concrete job description and Plan of Action were requested by Fr. Michael O'Connell and Peter D'Heilly before the Search Committee could continue the process.

One of the members will contact Mert Lassonde, Special Assistance to the Archbishop and Bishop Ham and try to get some time aside for the interviews with the candidates that will be recommended by the Search Committee Members.

Sr. Consuelo who worked as Co-director with Virginia Rodriguez and is presently the Acting Director, will not be applying for the job as director. She offered the Board Members that she could be facilitator/advisor in the search for a new director. A motion was made by Carl Valdez that Sr. Consuelo be able to participate as advisor to the Search Committee, not decision maker. The motion was seconded by Tom Sanchez, motion was carried unanimously. Steps in the Search are as follows:

1. The job notice will be sent out.
2. The Search committee will meet to review the applications.
3. They will make a selection of 3 top candidates.
4. The 3 candidates will be interview by the Search Committee members.
5. The Search Committee members will make a decision of two candidates that will be referred to Bishop Richard Ham and Archbishop John Roach for an interview and final decision.

By-Laws Committee

Some changes and additions were reported by Elsa Vega-Perez. The new amended by-laws will be presented to the members on their next meeting 12/4/86. If is approved by the members, a original copy with corrections will be signed by the Ex. Director and the elected Chair-person. (see old and new copy with changes enclosed)

Policy for visitors

After some discussion and referring to the past experiences, the members decided that the meetings will continue to be open to the public with the option that if a visitor wishes to give input or has something to share, s/he must talk to the Board Chair-person prior to the meeting and get on the Agenda. The board will not have a discussion on the item with the visitor. A motion was made by Fr. Ray Monsour, seconded by Elsa Vega-Perez, the motion was passed unanimously.

Retiring members/new members

The next Annual Board meeting will be December 4, 1986 in Boca Chica Restaurant. Members that wish to resign need to notify Tom Sanchez or Sr. Consuelo Covarrubias. Also, recommendations of new possible members will be accepted. The process to bring new members to the board usually takes time. Recommended candidates will be invited to the Annual Board Meeting. The letter of appointment will come from the Archbishop after the Annual Board Meeting.

Reports on Workshops

Sr. Consuelo Covarrubias and Francisco Trejo attended the III Encuentro Follow up Workshop in Chicago, October 10-12, 1986.

Sr. Consuelo, Celia Hiland, Carl and Gretchen Valdez attended the Liturgy workshop in Chicago, October October 23 - 26, 1986.

Planning for December 4, 1986 meeting

The following topics will be included in the planning - Tom Sanchez will help with the planning of the meeting.

- Approval of By-Laws
- Recommended candidates will be invited
- Election of Officers - Chair, Vice-Chair and one member appointed by the board
- Best time for the members to meet during 1987.

Sr. Rosa Marta from San Bernardino, California will be in the twin cities from December 4 - 6, 1986 to work with the planning of the School of Ministry in St. Thomas College. She will also be invited to come to the 12/4/86 board meeting. (We found out today, November 17, that she is going to arrive Minneapolis at Midnight on December 4. That means, that she will not be able to be in the Annual Board meeting, as it was planned.)

Claudia E. Jaime, Secretary
Hispanic Ministry Office.

Dear Board Members:

Our next meeting has been scheduled for June 12, 1986, from 7:30p.m. - 9:00p.m. Catholic Education Center, Room 207, 328 W. Sixth Street, St. Paul. You will be getting a reminder call a day before the meeting. Please check you calendar now and confirm your attendance by calling at 291-4480

Hispanic Ministry Advisory Board Meeting
May 20, 1986
7:30p.m. - 9:00p.m.
CEC - Room 207
328 W. Sixth St.
St. Paul, MN

Members

-Rafael Ortega	-Carlos Mariani
-Hilda Sanchez-Henke	-Elsa Vega-Perez
-Fr. Jose Gutierrez	-Justino Cruz
-Celia Hiland	
-Carl Valdez	
-Phil Nache	
-Irene Gomez-Bethke	
-Tom Sanchez	
-Fr. Ray Monsour	
-Roberto Reyna	

Members Present: Celia Hiland, Hilda Sanchez-Henke, Carl Valdez, Irene Gomez-Bethke, Phil Nache, Tom Sanchez, Fr. Jose Gutierrez

Members absent: Fr. Ray Monsour, Carlos Mariani, Roberto Reyna, Elsa Vega-Perez, Justino Cruz, Rafael Ortega.

Staff: Sr. Consuelo Covarrubias

M I N U T E S

-Prayer lead by Phil Nache

-Agenda was approved

-Corrections of past minutes - Second page - proposal #2 should be selection not election and #4 Offer Sr. Consuelo a separate contract for State Encuentro follow-up-if-she--is-not-selected-as-director.

-Guidelines for Board Meeting: -Follow Roberts rules of Order voted upon and approved guidelines: We will have closed meetings as needed in which each member takes their own confidential notes. Our meetings otherwise will be open to the public.

-Purpose and goal of Hispanic Ministry Board - Motion carried to have three member committee to work on short term goals. Present goals to the board at the next meeting. Volunteers: Irene Gomez-Bethke, Carl Valdez, Phil Nache.

-Volunteer Interim from the board to record minutes - Carl Valdez "volunteered" to be interim secretary for no more than five meetings after board agreed on motion to have an interim secretary.

-Search Committee Correspondence - Hilda Sanchez referred to correspondence and concerns of community regarding vacancy in Hispanic Ministry Office. Office position should be filled as soon as possible according to correspondence.

-Update on State Encuentro - Not presented

-Set date, time and location of meetings in reference to goals (short/long term)
Carl Valdez to call absent members to find out their intentions for being present on Hispanic Ministry Advisory meetings.

New Business - Executive committee needs to approve position of Temporary State Encuentro and Renew Worker.

- Approved by Board. Executive Board needs to act immediately. Give names to Consuelo no later then Tuesday, May 27.

NEXT MEETING HAS BEEN SCHEDULED FOR JUNE 12, 1986 - 7:30p.m. - 9:00p.m.

Closing - Meeting adjourned at 9:10p.m.

Respecfully submitted,

Carl Valdez

HISPANIC MINISTRY ADVISORY BOARD MEETING

May 20, 1986

7:30p.m - 9:00p.m.

Room 207

CEC

328 W. Sixth Street

St. Paul, MN 55102

A G E N D A

-PRAYER

-APPROVAL OF AGENDA

-APPROVAL OF MINUTES

-GUIDELINES FOR BOARD MEETING

-PURPOSE AND GOAL OF HISPANIC MINISTRY BOARD

-VOLUNTEER INTERIM FROM THE BOARD TO RECORD MINUTES

-SEARCH COMMITTEE CORRESPONDENCE

-UPDATE ON STATE ENCuentRO - Celia Hiland

-SET DATE, TIME AND LOCATION OF MEETINGS IN REFERENCE TO GOALS
(Short/long term)

-NEW BUSINESS

-SET DATE, LOCATION AND TIME FOR REGULAR HISPANIC MINISTRY BOARD MEETINGS

-CLOSING

Archdiocesan Advisory Board by Peter D'Heilly

The Board is made up of members of the Hispanic Community who are appointed by the Archbishop for the purpose of advising him on all matters pertaining to the promotion and direction of Hispanic ministry as it is provided by the Office of Hispanic Ministry of the Archdiocese.

As required, the Board advises the Archbishop on the following:

- the goals and objectives of the Office of Hispanic Ministry
- a plan of action for the Office of Hispanic Ministry
- the needs of constituencies within the Hispanic community as these are communicated to the Board or as these are forwarded to the Board by means of direct solicitation
- periodic evaluation of the performance of the personnel of the Office of Hispanic Ministry
- in the event of a vacancy and following an approved search process, the Board will recommend to the Archbishop the names of no more than three qualified candidates for the position of director of the Office of Hispanic Ministry.

The Board also serves in an advisory capacity to the Office of Hispanic Ministry as regards the following:

- the goals and objectives of the office
- the priorities, plans and work of the office
- the sentiments of members of the Hispanic community regarding the goals, objectives, plans and performance of the office
- the conduct of Hispanic ministry by the personnel of the office and their performance of their duties as specified in appropriate documents.

While advisory to the Office of the Archbishop, the Board operates through the established archdiocesan structure, including:

- the Director of the Office of Hispanic Ministry
- the Director of the Division of Outreach
- the Moderator of the Curia
- the Episcopal Vicar for Hispanics

Hispanic Ministry Board Meeting
August 14, 1986
7:00 - 9:00p.m.
Ascension Parish

MINUTES

Present Members: Justino Cruz, Hilda Sanchez-Henke, Celia Hiland, Phil Nache, and Fr. Ray Monsour

Absent Members: Tom Sanchez and Roberto Reyna

Excused: Carl Valdez, Elsa Vega, Fr. Jose Gutierrez Carlos Mariani Rafael Ortega, Irene Gomez-Bethke.

Staff: Consuelo Covarrubias and Claudia Jaime

Public Ana Maria Brown

A quorum was not completed. The present members proceeded with an informational meeting.

The following reports were given by the committees:

Search Committee

As of today, the Search Committee has not meet. Phil Nache, Vice-Chair will convene a meeting with the members that sign-up to be part of the committee. The members are: Elsa Vega-Perez, Justino Cruz, Irene Gomez-Bethke, Carlos Mariani, and Phil Nache.

By Laws Committee:

Chair person not present. No report was given.

Goals and Objectives Committee:

A retreat for the board members is one of the goals that needs to be planned.

Executive Committee:

Met with Fr. Michael O'Connell and Peter D'Heilly, who requested an assessment from the Board Members: 1. What do we want the office to be?

2. Do we want direct services, outreach, etc.,?

3. Will need to have Renew as a priority.

Discussion about the misunderstanding of the meeting.

Old Business:

The people representing the community that wrote letters to the board with concern about the problems in the office, should be informed of what is being done. A letter of response from the Board Chair person will be going out.

AS YOU ALREADY KNOW, OUR NEXT MEETING WILL BE: THURSDAY, SEPTEMBER 11, 1986
7:00p.m. - 9:00p.m.
Chancery Annex
328 W. Sixth Street
St. Paul, MN
Please mark your calendar

NEXT MEETINGS THROUGH DECEMBER, 1986

October 9, 1986 - Ascension Parish
November 13, 1986 - Chancery Annex
December 4, 1986 - Ascension Parish

All meetings will begin at 7:00p.m. and end at 9:00p.m.

Hispanic Ministry Advisory Board Meeting
September 11, 1986
7:00 - 9:00p.m.
Chancery Annex

MINUTES

PRESENT MEMBERS: Celia Hiland, Carlos Mariani Hilda Sanchez-Henke,
Justino Cruz, Phil Nache, Tom Sanchez, Carl Valdez,
Fr. Ray Monsour and Irene Gomez-Bethke.

EXCUSED: Fr. Jose Gutierrez, Elsa Vega-Perez,

ABSENT: Rafael Ortega and Roberto Reyna.

GUEST: Peter D'Heilly, Director-Outreach Division and Ana Maria
Brown

Meeting begun at 7:15p.m.

I. Meeting opened with a prayer.

II. Minutes, from the July 10, 1986 meeting, were approved.

A recommendation was made by Justino Cruz that the Agenda for the September 11th meeting be changed.

III. PLAN OF ACTION - By Peter D'Heilly

A outline-report on the Plan of Action worked by Fr. Michael O'Connell and Peter D'Heilly was presented to the Board Members by Mr. D'Heilly. This Plan of Action is to be planned during the September 20th Board Members Retreat. Mr. D'Heilly suggested that we should look at I and II, and do III and IV. Keeping in mind that Renew should be considered one of the Office priorities for the next 3 years. (Copy enclosed). There was open discussion.

IV. SEARCH COMMITTEE REPORT - By Phil Nache

The Search Committee Met for the first time on September 4, 1986. Copies of a timeline and job description were given to the members. Some changes were made. Hilda Sanchez made a motion to approved the job description with corrections. The motion was seconded by Tom Sanchez. The motion was passed with one opposed. A motion by Tom Sanchez was made to pass the timeline. The motion was seconded by Phil Nache. Motion was carried unanimously. The Search Committee members will be sending you the corrected job description and timeline. They will also keep you informed as how the hiring process is moving

V. PASTORAL PLAN-ENCUENTRO FOLLOW-UP - By Sr. Consuelo Covarrubias

A Ad Hoc committee has been meeting to continue the planning. They want to make sure that the Hispanic Agencies take ownership of the Pastoral Plan, Have Archbishop Roach be part of it, have a celebration. Carlos Mariani and Elsa Vega-Perez, members from the board, have been invited to be part of the Committee. Also, an Intern Student from St. Thomas College will be assisting and will receive a small stipend.

VI. BY-LAWS-COMMITTEE - - - - -
No report was given

VII. GOALS AND OBJECTIVES COMMITTEE - By Carl Valdez

The Goals and Objectives Committee Members will be meeting with Sr. Elisa Rodriguez, Retreat facilitator on Friday, September 19, 1986 to plan the September 20th board members retreat.

VIII. RENEW PROGRAM REPORT - By Irene Gomez-Bethke

The Board members have accepted that Renew should be a process to be introduced to Hispanics. Three people have been hired to begin Outreach in Minneapolis and in St. Paul. They will be working from September to November, 1986.

IX OUTREACH REPORT - By Fr. Ray Monsour

Fr. Luke Mikschl has been assigned by the Archdiocese to help Fr. Jerry Hackenmueller and Fr. Ray Monsour in their parishes. He will be available for liturgies, funeral services, and will be doing outreach to the alienated.

X. Old Business:

- A letter of response to the people that wrote letters to the board will be going out this week. Letter was written by Hilda Sanchez-Henke, Board Chair and Irene Gomez-Bethke. (see copy enclosed)
- Some of the board members need clarification about the Board Meetings being open to the public. This will be discussed in the next meeting.

THE NEXT HISPANIC MINISTRY ADVISORY BOARD MEETING WILL BE:

Thursday, October 9, 1986 Please mark it in your calendar.

7:00 - 9:00p.m.

Ascension Parish - Club House

1723 Bryant Avenue

Minneapolis, MN

Hispanic Ministry Advisory Board Meeting
July 10, 1986
7:30 p.m.-9:15 p.m.
CEC -Room 207
328 W. Sixth Street/ St.Paul, MN

MEMBERS

Rafael Ortega	Fr. Ray Monsour
Hilda Sanchez-Henke	Roberto Reyna
Fr. Jose Gutierrez	Carlos Mariani
Celia Hiland	Elsa Vega-Perez
Carl Valdez	Justino Cruz
Phil Nache	Irene Gomez-Bethke
Tom Sanchez	

MEMBERS PRESENT: Justino Cruz, Irene Gomez-Bethke, Fr. Gutierrez, Celia Hiland, Carlos Mariani, Rafael Ortega, Elsa Vega Perez, Carl Valdez, Fr. Ray Monsour

STAFF: Sr. Consuelo Covarrubias

PRAYER: Led by Fr. Raymond Monsour

MINUTES: Approved of last meeting, June 12, 1986

COMMITTEE REPORTS:

By Laws Committee/ Elsa Vega-Perez
no meeting/ no report

Purpose and Goal Committee

Carl Valdez Distributed first draft of the work of the Purpose and Goal Committee. Section I B after the Heading; Community at large, add (external). Discussion. Rafael made a motion that the paper from the Purpose and Goal Committee be discussed in a retreat setting, giving the full board opportunity to review, define, and clarify the first draft. Motion was seconded and carried. A copy of the handout is included in this mailing.

Search Committee

Carl gave a verbal report which had been given to him over the phone by Phil Nache who actually attended the meeting.

Encuentro Report/ Celia

The Encuentro was a success; Many new participants, grass roots people, new youth and professionals all worked together. All board members shared comments, giving positive evaluations as well as how the event could be improved.

OLD BUSINESS

Letter of response: Persons that wrote letters to the board representing the community . What ever happened???

Regarding the Interim Director Contract: Irene

Irene moved that the follow up to her motion made at the April meeting be documented so that we know the parameters of the contract and also the time line. Motion passed.

NEW BUSINESS

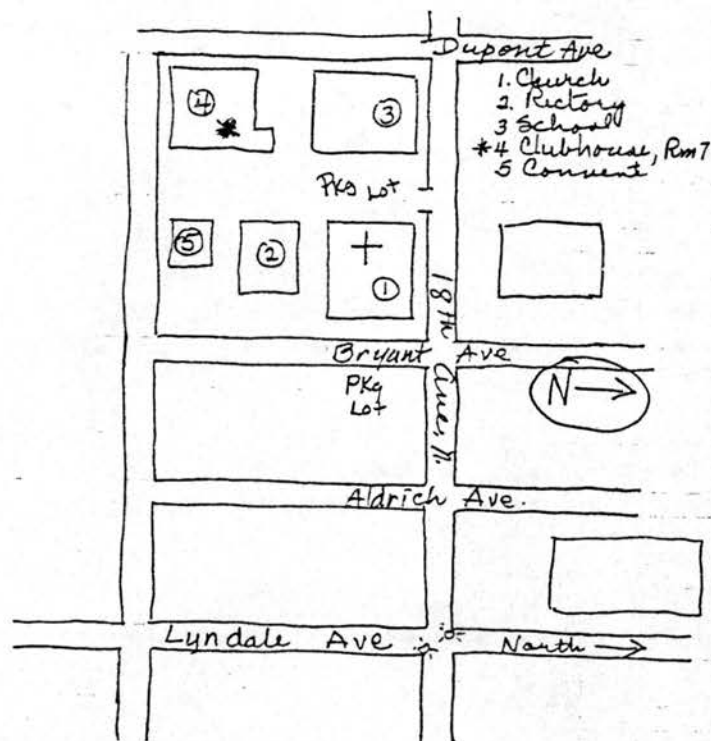
Recommendation: Ask Peter D'Heilly to attend our next meeting to clarify any questions directly.

Recommendation: Send map of how to get to Ascension for the next board meeting, August 14, 1986, in the clubhouse, Room 7 from 7:00 to 9:00 p.m.

CLOSING PRAYER Led by Carlos Mariani

Directions to Ascension Parish
1723 Bryant Avenue N.
Minneapolis, MN 55411
529-9684

Take Hwy 94 West to Lyndale North (Intersect Hwy 55 and 7th Street North)
turn Left on 18th Avenue North at the stoplight.



July 10, 1986

FIRST DRAFT FOR DISCUSSION IN A RETREAT SETTING

To: Hispanic Ministry Advisory Board
Fm: Purpose and Goals Committee
RE: RECOMMENDATION OF PURPOSE AND GOALS FOR HISPANIC MINISTRY

PURPOSE OF HISPANIC MINISTRY ADVISORY BOARD (according to by-laws)

The Hispanic Ministry Advisory Board is a body created by the Archbishop to advise the office on matters regarding the Hispanic Community. It is to act as a catalyst to implement programs of religious ministry in the areas of social services, pastoral services, sacramental care and education which reach out to the needs of the Hispanic Community.

GOALS

- I. To build community
 - A. Among ourselves (internal)
 1. prayer
 2. retreat
 3. inservice
 4. social activities which include families..
 - B. Within community at large.
 1. prayer
 2. bicultural programs and social activities
 3. newsletter
 4. RENEW
- II. To adapt the Compromisos of the State Encuentro to meet local needs and to develop or facilitate programs accordingly.
- III. To continue to develop a working relationship with the Office of the Archbishop/Vicar of Hispanics and with the Office of Hispanic Ministry.
 - A. Present the annual report personally to the Office of the Archbishop via the annual meeting.
 1. set up committee immediately to schedule and set up the annual meeting.
 - B. Assist the Office of Hispanic Ministry in implementing programs of religious ministry.
 1. Determine what programs are in progress as identified by the Director.
 2. Define the role of the Board in each program, such as providing encouragement, taking actions, finding resources, etc.
- IV. To develop an evaluation process for the Hispanic Ministry Advisory Board to use at the end of special projects and annually in determining the Board's strengths and areas of planning for improvement for the following year.
 - A. Set up committee immediately to develop evaluation.

Hispanic Ministry Advisory Board Meeting
June 12, 1986
7:50 p.m. - 9:00 p.m.
CEC - Room 207
328 W. Sixth Street
St. Paul, MN

Members

Rafael Ortega	Fr. Ray Monsour
Hilda Sanchez-Henke	Roberto Reyna
Fr. Jose Gutierrez	Carlos Mariani
Celia Hiland	Elsa Vega-Perez
Carl Valdez	Justino Cruz
Phil Nache	
Irene Gomez-Bethke	
Tom Sanchez	

Members Present: Hilda Sanchez-Henke, Carl Valdez, Roberto Reyna, Phil Nache, Fr. Ray Monsour, Elsa Vega-Perez, Justino Cruz,
Guests: Peter D'Heilly, Hugo Artola, Ana Maria Brown
Staff: S. Consuelo Covarrubias

MINUTES

Prayer Led by Justino Cruz

Minutes approved of last meeting May 20, 1986

Search Committee =Hilda reported on progress of Search Committee. 5 volunteers, 2 showed up for meeting on June 2, 1986.
Tenative agenda presented.
Job Description of Director

Peter D'Heilly: Slow process down as per Michael O'Connell
Look at job description and clarify, simplify/ because it is too complicated now and impossible for one person to accomplish.

Add to job description:
A #11: Serves as a member of the Full Staff of the Archdiocesan Central Corporation.
B to D add: "Working knowledge of hispanic culture."

Ana Maria/ Concerns RE Job description ideas: #4 "Apostolic" work
#1 i.e. Renew

1. Ministry is apostolic
Include "Family"
Office must promote family, apostolic work among hispanic people.
2. Commt. should have access to Board Meetings.

Roberto: Include either education or experience, we don't want to exclude someone who doesn't have education if they have good experience and skills.

Justino: Communication skills in qualifications
Leadership demonstrated already.

Roberto: Link between Board and Office

- Hilda:
1. Responsibilities of director to board.
 2. Continue Newsletter monthly (#5)
5. Search Committee / recommend 3 candidates to Board. Board rank them 1,2,3, and rec. to Arch Bishop

Search Committee: Phil(yes) Justino(yes) Irene(yes) Carlos () Hilda(yes)
Hilda to check with Carlos about continuing.
Alternates: Roberto and Elsa
Search Committee will meet together then.

Motion: to extend meeting to 9:30 p.m. / Carried

Goal Committee: No Report

Elsa/ Motion: HMO poll Members

Chair of Goals/ Purpose Committee: Carl Valdez

Chair of By-Laws Committee: Elsa Vega-Perez/ Roberto Reyna

Consuelo reports on Encuentro: 50 Participants and facilitators
recruiting necessary
Lolly and Emiliano have been hired to help.
Tom

Motion: 2nd Thursday of each month as meeting date. /Carried
Time: 7-9 p.m. / Carried
Location: Alternate between Chancery Annex and Asc Ch.

OLD BUSINESS: Letter and visit from Hugo and Ana Maria and Rebecca (not present)
emphasizing listening, in particular, to Virginia, about problems in Hispanic Ministry
Office which led to Virginias resignation.

Board members responded with concern that people be heard and that a letter should
have been sent in response to the original letter that Rebecca, Ana Maria and Hugo
wrote.

Next Meetings: Through December

July 10, 1986	Chancery Annex
August 14, 1986	Ascension Church-club
September 11, 1986	Chancery Annex
October 9, 1986	Ascension Church-club
November 13, 1986	Chancery Annex
December 4, 1986	(pending approval) Ascension Church

*** All meetings will begin at 7:00 p.m. and end at 9:00 p.m.

Respectfully submitted,

Carl Valdez

HISPANIC MINISTRY ADVISORY BOARD MEETING

May 8, 1986

7:30p.m. - 9:00p.m.

Room 207

Chancery Annex Building

328 W. Sixth Street

St. Paul, MN

A G E N D A

- PRAYER - Phil Nache

- APPROVAL OF AGENDA

✓ APPROVAL OF MINUTES

✓ GUIDELINES FOR BOARD MEETING - Phil Nache

PURPOSE AND GOAL OF HISPANIC MINISTRY BOARD

✓ VOLUNTEER INTERIM FROM THE BOARD TO RECORD MINUTES

✓ SEARCH COMMITTEE/CORRESPONDENCE

✓ UPDATE ON STATE ENCUESTRO - Celia Hiland

- SET DATE, TIME AND LOCATION OF MEETINGS IN REFERENCE TO GOALS
(Short/long term)

✓ - NEW BUSINESS New Item

✓ SET DATE, LOCATION AND TIME FOR REGULAR HISPANIC MINISTRY BOARD MEETINGS

- CLOSING

Robert Rules of Order

Seconded
1. United Board -
2. Selection Com.
3. State Encuentro

Carlos
Valdez

Same
Carlos
Phil

HISPANIC MINISTRY BOARD MEETING

April 24, 1986

Before Meeting

- Elaine Gaston of Sycamore Ltd. led us through a short introductory process.
- Virginia Rodriguez announced her resignation as Co-Director of the Archdiocesan Office of Hispanic Ministry effective May 9, 1986.
- Peter D'Heilly, Director of the Archdiocesan Outreach Office explained that an agreement was made at the time of hiring co-directors, that if one resigned, the position of Director would become vacant. He recommended to Archbishop Roach that Sr. Consuelo Covarrubias be kept on as interim director until the new director is hire.

Minutes of April 24, 1986 Meeting

Members Present: Irene Gomez-Bethke, Justino Cruz, Fr. Jose Gutierrez, Hilda Sanchez-Henke, Carlos Mariani, Phil Nache, Rafael Ortega, Tom Sanchez and Carl Valdez.

Unable to be present: Celia Hiland, Fr. Raymond Monsour, Elsa Vega Perez and Roberto Reyna.

Carl Valdez led prayer.

Meeting was called to order by Rafael Ortega at 9:00 p.m.

By consensus, a new Agenda was set.

- Discuss resignation
- Steps for selection of Director
- Election of Chair and Vice-chair

Resignation

Some of the issues/concerns expressed by the members were:

- Accept resignation and form a letter of recommendation for both Virginia and Consuelo.
- A decision was made by the Board to form a closed committee to meet with Peter D'Heilly to discuss the office situation and how to perhaps deal with difficulties in the future. It was suggested that the Chair and Vice-chair be part of this committee.
- The rest of the community is aware of the situation, therefore, it should be dealt with with sensitivity and in a positive tone.

After some discussion, the following proposals were made:

1. Reaffirm recommendation of Peter D'Heilly to Archbishop Roach about keeping Sr. Consuelo as interim director.
2. Complete^s selection process by the end of 60 days.
3. Two or three members of the Hispanic Ministry Board should serve on the Search Committee.
4. Offer Sr. Consuelo a separate contract for State Encuentro ~~follow-up if she is not selected as Director.~~

Irene Gomez-Bethke made a motion that we accept the recommendations concerning both the resignation and the steps for selection of Director. Carl Valdez seconded the motion. The motion passed.

A call was made for those who would be willing to be part of the Search Committee. Carlos Mariani, Irene Gomez-Bethke, Hilda Sanchez-Henke, Justino Cruz and Phil Nache indicated a willingness to be considered. These names will be given to Peter D'Heilly to be submitted to Archbishop Roach for consideration to be a part of the Search Committee. Rafael Ortega indicated that he would assist on an informal basis.

****If there is a member of the Board who was not present for this meeting who would like to be considered for the Search Committee, please call Claudia at 291-4480 no later than May 2, 1986.**

Elections

Elected Chairperson - Hilda Sanchez-Henke
Elected Vice-chair - Phil Nache

Next Meeting

Thursday, May 8, 1986
7:30 p.m., Chancery Annex

Meeting adjourned at 10:12 p.m.

Respectfully submitted,

Phil Nache

cc: Archbishop Roach
Bishop Ham
Peter D'Heilly
Fr. Michael O'Connell
Board Members
Sr. Consuelo Covarrubias
Virginia Rodriguez

#4 minutes to send offer -
Encuentro. Separate
issue - She is free
to apply along w/ VRI
status for directorship

DATE: April 25, 1986

MEMO TO: Hispanic Ministry Advisory Board Members

FROM: Hilda ~~Sanchez~~ ^{Henke}, Chair and Phil ~~Nache~~ ^{Nache}, Vice-Chair

SUBJECT: April 24th Board Meeting.

Enclosed you will find the minutes from our April 24th, Hispanic Ministry Advisory Board Meeting. Please review them, if you have any questions feel free to call us. Our telephone numbers are in the enclosed list of Board Members.

We are also sending you a sheet that needs to be completed and returned before our next meeting. This information will help us decide what day of the week is best for everyone to meet.

Our next meeting has been scheduled for May 8, 1986, Chancery Annex Building, Room 207, 7:30p.m. - 9:00p.m., 328 W. Sixth Street, St. Paul.

A G E N D A

HISPANIC MINISTRY ADVISORY BOARD MEETING
April 24, 1986
6:30p.m. - 9:30p.m.
Chancery Annex, room 207
St. Paul, MN

Facilitator: Elaine Gaston, Sycamore Ltd.

- Proposal*
1. ~~Roll call~~
2. Prayer
3. App. Agenda
4. Minutes
5. Old Bus.
6. New Bus.
7. Adjournment

*Recommend
that Peter Healy
be a liaison*

I. Prayer: "Changes/Cambios"

II. Virginia Rodriguez *Resigned May 9, '86*
Acting Director

No!

III. Bonding and Building - Elaine Gaston

ISSUES! Resignation Who is

IV. Items of business

(3)

1. Chair and Vice-Chair
2. Meeting Schedule
3. Carlos Mariani - Hispanic Volunteers Recognition Banquet

*she a labor
rep?*

V. Other

1.) Process / Position / Functions how

2.) 6 mos. review / evaluation.

*1 yr review
annual basis.*

- Issues
- 1) *Irreconcilable
differences.*
 - 2) *None*
 - 3) *position
description*

*plan of action by
employee.*

60 days.

subcom.



AB Ranch

→ Bishop Ham -

→ Outreach

 Hispanic

60

Handwritten signature

HISPANIC MINISTRY BOARD MEETING

April 24, 1986

Before Meeting

- Elaine Gaston of Sycamore Ltd. led us through a short introductory process.
- Virginia Rodriguez announced her resignation as Co-Director of the Archdiocesan Office of Hispanic Ministry effective May 9, 1986.
- Peter D'Heilly, Director of the Archdiocesan Outreach Office explained that an agreement was made at the time of hiring co-directors, that if one resigned, the position of Director would become vacant. He recommended to Archbishop Roach that Sr. Consuelo Covarrubias be kept on as interim director until the new director is hire.

Minutes of April 24, 1986 Meeting

Members Present: Irene Gomez-Bethke, Justino Cruz, Fr. Jose Gutierrez, Hilda Sanchez-Henke, Carlos Mariani, Phil Nache, Rafael Ortega, Tom Sanchez and Carl Valdez.

Unable to be present: Celia Hiland, Fr. Raymond Monsour, Elsa Vega Perez and Roberto Reyna.

Carl Valdez led prayer.

Meeting was called to order by Rafael Ortega at 9:00 p.m.

By consensus, a new Agenda was set.

- Discuss resignation
- Steps for selection of Director
- Election of Chair and Vice-chair

Resignation

Some of the issues/concerns expressed by the members were:

- Accept resignation and form a letter of recommendation for both Virginia and Consuelo.
- A decision was made by the Board to form a closed committee to meet with Peter D'Heilly to discuss the office situation and how to perhaps deal with difficulties in the future. It was suggested that the Chair and Vice-chair be part of this committee.
- The rest of the community is aware of the situation, therefore, it should be dealt with with sensitivity and in a positive tone.

After some discussion, the following proposals were made:

1. Reaffirm recommendation of Peter D'Heilly to Archbishop Roach about keeping Sr. Consuelo as interim director.
2. Complete election process by the end of 60 days.
3. Two or three members of the Hispanic Ministry Board should serve on the Search Committee.
4. Offer Sr. Consuelo a separate contract for State Encuentro. ~~follow up if she is not selected as Director.~~ *Amendment*

Irene Gomez-Bethke made a motion that we accept the recommendations concerning both the resignation and the steps for selection of Director. Carl Valdez seconded the motion. The motion passed.

A call was made for those who would be willing to be part of the Search Committee. Carlos Mariani, Irene Gomez-Bethke, Hilda Sanchez-Henke, Justino Cruz and Phil Nache indicated a willingness to be considered. These names will be given to Peter D'Heilly to be submitted to Archbishop Roach for consideration to be a part of the Search Committee. Rafael Ortega indicated that he would assist on an informal basis.

**If there is a member of the Board who was not present for this meeting who would like to be considered for the Search Committee, please call Claudia at 291-4480 no later than May 2, 1986.

Elections

Elected Chairperson - Hilda Sanchez-Henke
Elected Vice-chair - Phil Nache

Next Meeting

Thursday, May 8, 1986
7:30 p.m., Chancery Annex

Meeting adjourned at 10:12 p.m.

Respectfully submitted,

Phil Nache

cc: Archbishop Roach
Bishop Ham
Peter D'Heilly
Fr. Michael O'Connell
Board Members
Sr. Consuelo Covarrubias
Virginia Rodriguez

Hispanic Ministry Advisory Board Meeting
March 6, 1986
Chancery Annex
Room 207
328 W. 6th Street
11:30a.m - 12:30p.m.

MINUTES

Present Members: Fr. Ray Monsour and Justino Cruz
Absent Members: Hilda Sanchez-Henke (out of town), Rafael Ortega
and Roberto Reyna

Staff: Consuelo, Virginia and Claudia

Changes made on working Plans as follows:

The purpose of the meeting was to finalize plans for the
March 18th meeting at Boca Chica.

Agenda for March 18th meeting:

- Prayer: Brief in lieu of the Commitment Service
- Meal: A buffet
- Commitment Service: Cultural symbol be inclusive of all
Hispanic cultures i.e. The Virgen
with a map of the Americas instead of
just the sarape.
- The last point on the tentative agenda that was mailed, be
changed from; electing of Chair and Vice-Chair to Information
and Business. That the election wait until the next meeting.
- That a nomination committee be named to do a process for a
"slate" to be voted on.
- The packettes for the March 18th meeting should contain:
 - Bylaws
 - Reorganization of the Archdiocese
 - Pastoral Letter
 - Hispanic Ministry History
 - III Encuentro Documents
 - Agenda
 - Sheet to give Board Members an option of dates, and
1st and 2nd choice for the 3 hour, follow-up Orientation
meeting.

Hispanic Ministry Advisory Board Meeting
Boca Chica Restaurant
6:00p.m. - 9:30p.m.
March 18, 1986

MINUTES

Present Members: Fr. Ray Monsour, Rafael Ortega, Justino Cruz, Carlos Mariani, Elsa Vega-Perez, Celia Hiland, Fr. Jose Gutierrez, Irene Gomez-Bethke, Phil Nache, Carl Valdez, and Tom Sanchez

Excused: Hilda Sanchez-Henke

Absent Members: Roberto Reyna

Staff: Consuelo Covarrubias, Virginia Rodriguez and Claudia E. Jaime

AGENDA

- 6:00p.m. - 6:45 Cash Bar - A brief introduction was made by each member. Justino Cruz
6:45 - 7:00 Welcome and Intro. led the prayer. After our dinner, Fr. Ray Monsour presided
7:00 - 7:45 Meal over the Commitment Service. The service was celebrated in
7:45 - 8:00 Prayer and Installation Service two parts. Part I included the reading from the Hispanic
Pastoral #11. Father Ray shared a reflection on the reading
8:00 - 8:45 Keynote Speaker: calling the board members the Agents and Constructors of the
Olga Villa-Parra Reign of God through 1. collaboration, 2 community, and
8:45 - 9:00 Info. time 3. commitment. Part II of the service included bringing up
9:00 - 9:15 Closing Prayer symbols that would help live out the call as Board Members.
The final gesture of commitment was symbolized by having each
person present present come forward and place a green paper
leaf with their name on it, on the Encuentro-Renew tree.
- New members to serve 2 - 3 years starting 3/18, 86 are:
- | | |
|------------------------|-----------------------|
| 1. Carlos Mariani-Rosa | 5. Irene Gomez-Bethke |
| 2. Elsa Vega-Perez | 6. Phil Nache |
| 3. Celia Hiland | 7. Carl Valdez |
| 4. Fr. Jose Gutierrez | 8. Tom Sanchez |
- Speaker: Olga Villa, Executive directress of the Midwest
Hispanic Catholic Commission, from South Bend Indiana.
- Olga Villa challenged the Board Members to look at what
community is. Realize that it is broader, bigger and wider
than our families.
- Defined what it means to be an advisory board in the church
structure.
- Invited the board members to realize who we as individuals
i.e. take the Myer Briggs, so that we can then work more
effectively as a group, utilizing each others energy
resources.
- In order to get at a common vision, Olga gave us an instrument
called, "An exercise in Ecclesial Priorities", so we could
find out what model of church we are functioning out of.
- She interpreted and gave follow-up information on it.
- Asked us to involve the youth at all levels.

- Olga's thought-provoking practical yet challenging presentation was truly the high-light of the evening. Olga Villa-Parra commented on the enthusiasm of the Board Members.

You will be notify of the next board meeting.

A G E N D A

I. PRAYER

II. SELECT COMMITTEE CHAIR

III. ARCHDIOCESAN PROCESS

IV. JOB DESCRIPTION

*Check it out
Leave it as is*

V. SET TIMELINE

*Negotiate what parts of
job description new
director will do.*

January '87

VI Recommendation in Minutes

Interim Director \$65,000 Budget

Bd. approval Sept 11

Director + sec.

1-1

Sept 12 letter Peter DeH.

Sept. 18 ^{no response} process begins

Sept 19 add to Arch Office

Sept. advertise publicly

B.

1. Church papers -

2. Bulletins

3 Cath. Bulletin

4 Newspapers - 2 Majors

5. Hisp. Agencies Statewide

Oct 29 Resumes in Hand

Nov. 5 Mtg.

Nov. 3 Review Resumes.

Hispanic Ministry Advisory Board
Chancery Annex, Smith Hall
328 W. Sixth Street
St. Paul, MN
February 25, 1987
5:30p.m. - 8:30p.m.

MINUTES

Present Members: Irene Gomez-Bethke, Rosa Rodriguez, Carl Valdez, Francisco Trejo, Eustolio Benavidez, Phil Nache, Roberto Reyna, Elsa Vega-Perez, Justino Cruz, Fr. Ray Monsour, Fr. Jose Gutierrez.

Absent Members: Carlos Mariani-Rosa, Tom Sanchez

Staff: Jose Carrera

Guest: Barbara McGurran

A quorum existed at which time (5:30p.m.) the meeting was called to order by Phil Nache. The chairman introduced himself and gave a short profile on his life. He welcomed everyone and asked each board member to follow suit.

Prayer

Fr. Ray Monsour led the opening prayer.

Approval of Agenda

A motion was made and seconded to approve the agenda and the motion was carried.

Approval of Minutes

A motion was made and seconded to approve the January minutes. Minutes were approved as amended. The minutes under item #6, Search Committee Report, was ammended to include the following:

1. In the letter sent to the Archbishop; to be clear that the Board did not want to prioritize the candidates.
2. To state that 80% of the meeting time was spent on the Search Committee report.

Renew Report - Irene Gomez-Bethke

The Minneapolis community met as a large group at the Ascension Club House and elected Irene Gomez-Bethke and Hugo Artola as Co-coordinators. Chairpersons were appointed for large group, small group, special events, telephone, home visitation, and publicity. A calendar of meetings to occur on the 1st Saturday

of the month at the Ascension Club was developed and implemented.

Outreach was done thru a variety of strategies telephone, mailings, and home visits as well as recruiting at Sunday Masses.

Mass attendance at Ascension has had a steady growth and masses were expanded to include Holy Rosary on the South side. An evaluation was held on the Renew process and a list of strength and weaknesses were identified and is on file at the Hispanic Ministry Office. The same calendar will be initiated for 1987. The Hispanic Ministry Office is to send out the calendar with meeting place, dates and times to 1987 participants.

Renew St. Paul - Eustolio Benavidez

There are 16 groups meeting at Our Lady of Guadalupe Church. Eight are in English and 8 in Spanish

Pastoral Plan - Elsa Vega-Perez

The Ad Hoc Committee consists of Elsa, Eustolio Benavidez, Francisco Trejo, Sister Consuelo (Jose Carrera to be in place of Sister Consuelo). The committee met and reviewed a series of documents that are the basis for the Pastoral Plan, they include the recommendations from this Archdiocese, the regional and National Encuentros, as well as the 1st State Encuentro. They have drafted or will draft an outline of the plan of their next meeting.

Immigration report - Carlos Mariani

Was tabled, however, there was a fact sheet in Spanish, included in the board packet. Discussion surfaced on: 1. The immigration bill and some of the impact on Hispanics 2. The "English Only Bill". There is a national trend to push this bill, and there has emerged. A Minnesota Senator that will author/carry this bill in the legislature. Could be retrenchment on all bills passed to help bilingual education, voter rights, etc. Irene moved that the Hispanic Ministry Advisory Board go on record as being opposed to the English only bill and that by March 6th a letter be drafted and sent to the proper agents attesting to our position. Seconded by Elsa Vega-Perez. Motion passed. Elsa suggested to the director to get in contact with the SSAC for help. They have fact sheets, names, etc.

Prison Ministry - Justino Cruz

Imprisoned
Everything at this time seems to be going well, but could be better. The old chaplain was a strong supporter of our efforts; however, the new one appears to be not as enthusiastic. Probably due to being new. There are definite parameters for us and the wardens are strict in enforcing them. They are clear on that. They only want one on one counseling, and that is to be done by a professional. Various groups have come together to form a coalition. They meet monthly around issues of service to Hispanic inmates and their families. Goal: to have a coordinated effort to address the spiritual, emotional and economical

needs of the Hispanic inmates, both men/women and their families. Barbara McGurran is offering volunteer services as coordinator. Motion by Elsa Vega-Perez, seconded by Irene Gomez-Bethke, to send a letter of thanks to the wardens and for their continuing support of the efforts of the Prison Ministry and the Coalition. Motion carried.

Budget - Fr. Ray Monsour

Fr. Ray, Phil Nache and Sister Consuelo presented the budget to the Archdiocesan Central Corporation. The goals and objectives of the Office were presented, followed by questions and answers. Our request was a 2.5% increase from last year - budgets for Fiscal year 85/86 86/87 and 87/88 are included in your board packet.

School of Ministry - Jose Carrera

Jose did an update on the School of Ministry and he will be meeting with the researcher and other key people to discuss the concept, development and implementation of this project.

Radio Program - Francisco Trejo

Francisco and Consuelo Covarrubias worked on the idea of radio ministry, did some research and looked at what it might cost. At the present time there are no funds available. Discussion followed. Consensus was that there is a need to look at the concept, plan and ask the necessary questions on who will pay? how? format? Media?, etc. Motion by Irene Gomez-Bethke moved that a small ad hoc committee be formed to do research analysis on feasibility of media program. Results also be basis for proposal. Elsa seconded the motion and the motion carried. Ad Hoc Committee Members are Irene, Elsa, Francisco, Barbara and Jose Carrera.

New Business

1. Proposal of Sister Elsie Gamez, SSCM., assisting with Pastoral Ministry to Hispanics in Minneapolis.

- Corrections of Roster were made
- Reaffirmation of board resolution on meetings 4th Wednesday of the month, 5:30p.m. - 7:30p.m. alternating between St. Paul and Minneapolis.
- Next meeting: March 25, 1987, 5:30p.m., Ascension Club House, 1723 Bryant Avenue N., Minneapolis.
- Prayer by Irene Gomez-Bethke
- Items to be included for next meeting
 1. Personnel Committee
 2. Promotional publications
 3. Executive Director's Report
 4. Sister Gomez proposal

-Motion made for adjournment at 8:00p.m.

Submitted by Irene Gomez-Bethke

④ Hispanic Center mpls.
no new projects

14 \$71
11 190 inner
11 88-89 490 Personnel
390 office

mtg Jan. 14
Phil
Jan. 27

Hispanic Ministry Meeting
December 9, 1987
Chancery Annex
328 W. Sixth Street
St. Paul, MN 55102

Calendar of events

MINUTES

- ③ Considering new members
- ③ In-service - Introduction plan for new members (orientation sessions)
- ① - Set a calendar for future meetings showing meeting times and places.
- ③ Members are responsible to call the office to let know if they are to be absent from the meetings.
- ③ Claudia will not call members to remind them about upcoming meetings
- ② Members who are absent or excused from meetings, three times during the year will be written a letter by the Advisory Board Chairperson.
- ② Eustolio talked about establishing firm and clear guidelines for the board in order to bring back actual members and attract new ones.
- ③ Carl Valdez talked about keeping track of our mission as board members and establishing a clear path to continue working.
- ③ Eustolio mentioned the fact that board members do not necessarily represent the agencies or organizations they work for when meeting in the Hispanic Advisory Board.
- ② It was agreed that the executive committee will meet two weeks prior to each board meeting to set the agenda for the upcoming meeting.
- ③ Inform board members about Budget defense session with the Archdiocesan Budget Committee.
- ① Future Board members are expected to be seated by the annual board meeting on February 24, 1988. 7, p.m. at.
- ① The annual Board meeting will be held on February 24th 1987, at 7:00p.m.

①
4th Wednesday of month 7:00pm

Phil
gon

NEXT MEETING WILL BE ON JANUARY 27, 1988 AT ASCENSION CHURCH AT 6:30 p.m.

10-3
Eustolio
9:30

~~picnic~~
~~gon~~
~~family~~

10
nldgo
Aug-May

highest
clerk
to do
commissioning
Com to
develop
procedure

Renew Core Group Meeting
Saturday, March 7, 1987
Ascension Parish
Minneapolis, MN

Present Members: Hugo Artola, Emiliano Chagil, Carl Valdez, Sal Miranda, Claudia Jaime, Irene Gomez-Bethke, and Jose Carrera.

MINUTES

Committee Reports

Large Group: Irene Gomez-Bethke

The next large group gatherings will be on May 5, Dia de las Madres at Ascension Parish and on June 21, Día de los Padres at Holy Rosary Parish after the 12:30 Spanish Masses. Flyers and announcements will be mailed out to people two months before the event.

Pequeños Hermanos from Mexico will be visiting the Twin Cities. Irene will see if they can be with us during the Mother's Day celebration.

Liturgy Committee: Gretchen Valdez and Celia Hiland

There is a need for more musicians. Recently Celia suffered a knee injury and will not be able to help, for some time, with the music. Jose offered his help and to train Barbara until someone else is found. An invitation will be extended to the people that attend the Spanish Masses to share their talents.

Small Groups: Sal Miranda and Norma Cadena

For the second session of Renew we will have six small groups meeting. The facilitators are: Emiliano Chagil, Hugo Artola, Carl Valdez, Ana Maria Brown, Maria Luisa Donohue, Irene Gomez-Bethke, and Norma Cadena.

Telephone: Claudia Jaime and Susan Reyes

Claudia will be contacting the people, that were trained during the first Renew session, and invite them to continue their involvement.

Publicity Committee: Emiliano Chagil and Holly Johnson

Lately, not much has been done. Emiliano will be meeting with Jose to begin working on the flyers for the next large gatherings.

Election

Hugo Artola and Irene Gomez-Bethke were asked to continue as Co-coordinators for this year or until we have more members join the Renew Core Committee.

Schedule of calendar of meetings dates and events

We will begin alternating our Renew Core Group meetings at Ascension and Holy Rosary Parishes. We will also invite the people that come to mass to become involve and help with the planning for events and projects.

Mass at Holy Rosary - Changing parish

We will continue having masses at both parishes. There is only once conflict for the March 15th Mass. Holy Rosary Parish will be holding their annual Spring Festival and the church will not be open. Jose Carrera will contact the priest to see if the church will be available for the other dates.

Increase Membership

Again, Members from the Renew Core Committee are encouraged to invite a friend to join the committee.

Ideas for Outreach

1. Announce events and Spanish masses, being held in Minneapolis, with the Sunday's Spanish Radio Program.
 2. Place announcements in the bulletins of parishes that might have Hispanics.
 3. Ask Centro Cultural and other Hispanic agencies to provide us with their updated name lists. Do a telephone survey as follow-up.
- Fr. Luke sent out about 100 letters informing people of the the Minneapolis Spanish masses. These names were given by Mina Hernandez from Centro Cultural. Fr. Luke has visited these families before.

- Board takes over Public Ministry
- Role of Director
- new members
 - religious priorities
 - Hispanic organizations
- mtg dates 5:30 not realistic
- visibility
- letter to missing 3 times in a row
- letter to all based members stressing importance of H.M.B.
- input on budget priorities - 11-30-87 budget mtg.
- director's role in putting together agenda
- no quorum expenditure committee should get together ASAP
- exec comm. should put together agenda
- need retreat once a year
- a social entire based once a year.
- if no quorum ask E.C. members for next, earliest morning weekday mtg date.

EC. mtg	Thurs	Dec 10	at	9:30	at	Phila
	Thurs	Jan 14	"	"	"	"
	Thurs	Feb 11	"	"	"	"
	"	March 10	"	"	"	"
	"	April 14	"	"	"	"
	"	May 12	"	"	"	"
		June 9				
		July 14				
		Aug 11				
		Sept 8				
		Oct 13				
		Nov 10				
		Dec 8				

Hispanic Ministry Board Meeting
August 26, 1987
Chancery Annex - Room 207
328 W. Sixth Street
St. Paul, MN
5:30 - 7:30p.m.

PRESENT MEMBERS: Irene Gomez-Bethke, Rosa Rodriguez, Phil Nache, Carl Valdez,
Elsa Vega-Perez, Tom Sanchez, Fr. Ray Monsour, Fr. Jose
Gutierrez, Eutolio Benavides

STAFF: Jose Carrera, Claudia Jaime

EXCUSED: Roberto Reyna, Carlos Mariani

ABSENT: Francisco Trejo

MINUTES

Phil Nache opened the meeting by leading in prayer.

Phil opened the business portion of the meeting by stating the purpose of this board meeting. He stated that for the last 1½ - 2 years attendance at the meetings was a problem, and he felt this in part was due to the agenda, "we were reporting on reports", and that all of this could have been done by mail. He felt this to be frustrating to the board members hence a difficulty in obtaining a quorum because showing up for a board meeting "was a waste of time". At the last board meeting it was suggested that we have a person from the Archdiocese help us reevaluate our purpose.

The meeting was then facilitated by Loretta Girzaitis, the Archdiocesan Coordinator of Adult Religious Education.

A revision of the Board's mission statement was made. The mission statement was written when the first Hispanic Ministry Board was formed. After discussions, suggestions were made to change some of the words in the mission statement. (see page 2)

Members were questioned by Ms. Girzaitis: Why are you part of the Hispanic Ministry Board?

The following are some of the things that members shared:

- As being a member of the only parish in the Twin Cities that serves Hispanics, he sees a need to assure that services for Hispanics begin in other areas, i.e. Minneapolis, have Masses for migrants, etc.
- Concern that the next generations retain its Hispanic values and traditions.

minutes from the August 26, 1987 board meeting

- ✓ - To meet with the archbishop at least once a year
- ✗ As for being part of the Archdiocesan Five Year Vision Planning Committee, she wanted to see the vision/committee work implemented. *See document, research it*
- Church's presence reflects concerns for Hispanic population to be inviting *incorporate* visible.
- ✓ Angry for insensitivity to Hispanics/want to be part of Church's walking with Hispanics i.e. migrants, undocumented, Central Americans. ✓
- ✗ To advise on how Hispanic needs can be integrated within existing diocesan agencies
- Holding diocesan agencies accountable for Hispanic community. The Office of Hispanic Ministry cannot evangelize, do direct services, implement Renew, etc. because there are offices and services in the diocese already in existence that don't give any percentage of service to Hispanics.

Our next meeting will be on September 23, 1987 at Ascension Parish, Minneapolis, MN. This meeting will be a continuation of the August 26th meeting with Ms. Girzaitis. ******(pending her schedule, Loretta did not have her calendar schedule with her)

Be prepared to give your input on the following.

- How do each one of you see these goals and objectives (see copy enclosed) a reality? Indicating immediate and long range goals.
- What are the expectations of the office of Hispanic Ministry staff from the board and the board from the office?

Mission Statement as it appears on the present Board's By-laws

The Hispanic Ministry Advisory Board is a body created by the Archbishop to advise the office on matters regarding the Hispanic community. It is to act as a catalyst to implement programs of religious ministry in the areas of social services, pastoral services, sacramental care and education which reach out to the needs of the Hispanic community.

Mission Statement with suggested changes made during the August 26th meeting

The Hispanic Ministry Advisory Board is a body appointed by the Archbishop to advise the Office of Hispanic Ministry on matters regarding the Hispanic community. It is to act as a catalyst in order that the Archdiocese implements programs of religious ministry to the Hispanic community (i.e. in the areas of social services, pastoral services, sacramental care and education).

****** After checking her calendar, Ms. Girzaitis, will only be available from 5:00 - 6:00p.m. Therefore our meeting will begin promptly at 5:00p.m. If there is a difficulty please call the office.

$$\begin{array}{r} 1262 \\ 175 \\ \hline 1437 \end{array}$$

Hispanic Ministry Board Mtg.

Wed Dec 7 6:30 - 8:00

Chancery Annex

can't alternate sites
St Paul - Mpls.

- ① Mtg. Dates - remain 4th Wed 7:00 - 9:00 p.m.
4th Wed of Feb^{24th} will be annual mtg.
- ② from L.G. notes recap
 - revised Purpose of By-laws
 - E.C. meet 2 weeks prior
 - E.C. conduct bus mtg if no quorum
 - Board & Director ^{will} ~~for~~ each submit agenda items
 - a) phone agenda items to office 2 weeks prior
- ③ Pastoral Center in Mpls.
- ④ H.M. Office budget

be prepared to come with names for people
to be considered to be in HMB.

Hispanic Ministry Advisory Board
Chancery Annex, Smith Hall
328 W. Sixth Street
St. Paul, MN
February 25, 1987
5:30p.m. - 8:30p.m.

MINUTES

Present Members: Irene Gomez-Bethke, Rosa Rodriguez, Carl Valdez, Francisco Trejo, Eustolio Benavidez, Phil Nache, Roberto Reyna, Elsa Vega-Perez, Justino Cruz, Fr. Ray Monsour, Fr. Jose Gutierrez.

Absent Members: Carlos Mariani-Rosa, Tom Sanchez

Staff: Jose Carrera

Guest: Barbara McGurran

A quorum existed at which time (5:30p.m.) the meeting was called to order by Phil Nache. The chairman introduced himself and gave a short profile on his life. He welcomed everyone and asked each board member to follow suit.

Prayer

Fr. Ray Monsour led the opening prayer.

Approval of Agenda

A motion was made and seconded to approve the agenda and the motion was carried.

Approval of Minutes

A motion was made and seconded to approve the January minutes. Minutes were approved as amended. The minutes under item #6, Search Committee Report, was amended to include the following:

1. In the letter sent to the Archbishop; to be clear that the Board did not want to prioritize the candidates.
2. To state that 80% of the meeting time was spent on the Search Committee report.

Renew Report - Irene Gomez-Bethke

The Minneapolis community met as a large group at the Ascension Club House and elected Irene Gomez-Bethke and Hugo Artola as Co-coordinators. Chairpersons were appointed for large group, small group, special events, telephone, home visitation, and publicity. A calendar of meetings to occur on the 1st Saturday

of the month at the Ascension Club was developed and implemented.

Outreach was done thru a variety of strategies telephone, mailings, and home visits as well as recruiting at Sunday Masses.

Mass attendance at Ascension has had a steady growth and masses were expanded to include Holy Rosary on the South side. An evaluation was held on the Renew process and a list of strength and weaknesses were identified and is on file at the Hispanic Ministry Office. The same calendar will be initiated for 1987. The Hispanic Ministry Office is to send out the calendar with meeting place, dates and times to 1987 participants.

Renew St. Paul - Eustolio Benavidez

There are 16 groups meeting at Our Lady of Guadalupe Church. Eight are in English and 8 in Spanish

Pastoral Plan - Elsa Vega-Perez

The Ad Hoc Committee consists of Elsa, Eustolio Benavidez, Francisco Trejo, Sister Consuelo (Jose Carrera to be in place of Sister Consuelo). The committee met and reviewed a series of documents that are the basis for the Pastoral Plan, they include the recommendations from this Archdiocese, the regional and National Encuentros, as well as the 1st State Encuentro. They have drafted or will draft an outline of the plan of their next meeting.

Immigration report - Carlos Mariani

Was tabled, however, there was a fact sheet in Spanish, included in the board packet. Discussion surfaced on: 1. The immigration bill and some of the impact on Hispanics 2. The "English Only Bill". There is a national trend to push this bill, and there has emerged. A Minnesota Senator that will author/carry this bill in the legislature. Could be retrenchment on all bills passed to help bilingual education, voter rights, etc. Irene moved that the Hispanic Ministry Advisory Board go on record as being opposed to the English only bill and that by March 6th a letter be drafted and sent to the proper agents attesting to our position. Seconded by Elsa Vega-Perez. Motion passed. Elsa suggested to the director to get in contact with the SSAC for help. They have fact sheets, names, etc.

Prison Ministry - Justino Cruz

Everything at this time seems to be going well, but could be better. The old chaplain was a strong supporter of our efforts; however, the new one appears to be not as enthusiastic. Probably due to being new. There are definite parameters for us and the wardens are strict in enforcing them. They are clear on that. They only want one on one counseling, and that is to be done by a professional. Various groups have come together to form a coalition. They meet monthly around issues of service to Hispanic inmates and their families. Goal: to have a coordinated effort to address the spiritual, emotional and economical

needs of the Hispanic inmates, both men/women and their families. Barbara McGurran is offering volunteer services as coordinator. Motion by Elsa Vega-Perez, seconded by Irene Gomez-Bethke, to send a letter of thanks to the wardens and for their continuing support of the efforts of the Prison Ministry and the Coalition. Motion carried.

Budget - Fr. Ray Monsour

Fr. Ray, Phil Nache and Sister Consuelo presented the budget to the Archdiocesan Central Corporation. The goals and objectives of the Office were presented, followed by questions and answers. Our request was a 2.5% increase from last year - budgets for Fiscal year 85/86 86/87 and 87/88 are included in your board packet.

School of Ministry - Jose Carrera

Jose did an update on the School of Ministry and he will be meeting with the researcher and other key people to discuss the concept, development and implementation of this project.

Radio Program - Francisco Trejo

Francisco and Consuelo Covarrubias worked on the idea of radio ministry, did some research and looked at what it might cost. At the present time there are no funds available. Discussion followed. Consensus was that there is a need to look at the concept, plan and ask the necessary questions on who will pay? how? format? Media?, etc. Motion by Irene Gomez-Bethke moved that a small ad hoc committee be formed to do research analysis on feasibility of media program. Results also be basis for proposal. Elsa seconded the motion and the motion carried. Ad Hoc Committee Members are Irene, Elsa, Francisco, Barbara and Jose Carrera.

New Business

1. Proposal of Sister Elsie Gamez, SSCM., assisting with Pastoral Ministry to Hispanics in Minneapolis.

- Corrections of Roster were made
- Reaffirmation of board resolution on meetings 4th Wednesday of the month, 5:30p.m. - 7:30p.m. alternating between St. Paul and Minneapolis.
- Next meeting: March 25, 1987, 5:30p.m., Ascension Club House, 1723 Bryant Avenue N., Minneapolis.
- Prayer by Irene Gomez-Bethke
- Items to be included for next meeting
 1. Personnel Committee
 2. Promotional publications
 3. Executive Director's Report
 4. Sister Gomez proposal

-Motion made for adjournment at 8:00p.m.

Submitted by Irene Gomez-Bethke

HISPANIC MINISTRY ADVISORY BOARD MEETING DATES - 4th Wednesday of the month.
January - October 1987

January 28, 1987
Ascension Parish
Club House
1700 Dupont Avenue
Mpls., MN 55411
5:30 - 7:30p.m.

February 25, 1987
Chancery Annex
Smith Hall
328 W. Sixth Street
St. Paul, MN 55102
5:30 - 7:30p.m.

March 25, 1987
Ascension Parish
Club House
1700 Dupont Avenue
Mpls., MN 55411
5:30 - 7:30p.m.

April 22, 1987
Chancery Annex
Smith Hall
328 W. Sixth Street
St. Paul, Mn 55102
5:30 - 7:30p.m.

May 27, 1987
Ascension Parish
Club House
1700 Dupont Avenue
Mpls., MN 55411
5:30 - 7:30p.m.

June 24, 1987
Chancery Annex
Smith Hall
1700 Dupont Avenue
St. Paul, Mn 55102
5:30 - 7:30p.m.

July 22, 1987
Ascension Parish
Club House
1700 Dupont Avenue
Mpls., MN 55411
5:30 - 7:30p.m.

August 26, 1987
Chancery Annex
Smith Hall
328 W. Sixth Street
St. Paul, MN 55102
5:30 - 7:30p.m.

September 23, 1987
Ascension Parish
Club House
1700 Dupont Avenue
Mpls., MN 55411
5:30 - 7:30p.m.

October 28, 1987
Chancery Annex
Smith Hall
328 W. Sixth Street
St. Paul, MN 55102
5:30 - 7:30p.m.

Hispanic Ministry Advisory Board Meeting
March 25, 1987
Ascension Parish
Club House, Room 7
1700 Dupont Avenue
St. Paul, MN 55411

Present Members: Phil Nache, Irene Gomez-Bethke, Francisco Trejo, Eustolio Benavides, Roberto Reyna, Carl Valdez, Fr. Ray Monsour, and Fr. Jose Gutierrez
Excused: Justino Cruz, Elsa Vega-Perez, Tom Sanchez, and Rosa Rodriguez
Absent: Carlos Mariani
Staff: Jose Carrera, Claudia Jaime
Public: Maria Luisa Donohue

Meeting begun at 5:50p.m.

Approval of Agenda and February minutes

- Irene requested that the Commissioning Ceremony be the first thing on the agenda instead of prayer. The commissioning ceremony included scripture reading and prayer.
- A motion was made by Phil Nache that a report doesn't have to be given by another member if the member who's name appears in the agenda is not present. Motion was seconded by Fr. Jose Gutierrez and was carried.
- The minutes were approved as written by a motion by Carl Valdez, seconded by Fr. Ray Monsour. Motion was carried.

Personnel Committee - Elsa Vega-Perez

Function: To identify and describe specific tasks required of the Executive Director for one year with timelines for the purpose of evaluating the council's program of work.

Example: Task to complete pastoral plan.

- Task 1:
- A. Facilitate, discernment committee
 - B. Draft final pastoral plan
 - C. Present to the board for action

This report was given by Eustolio Benavidez. Elsa Vega-Perez was not present to give details, the members decided to contact her first and request a written performance evaluation of what she plans to do.

English Only Bill - Jose Carrera

The letter to the state representative was not written due to not having enough

information. Research was done thru phone calls and meetings before a hearing held on Tuesday, March 24, 1987 at the Capitol Building. Four Hispanics testified against the bill. Jose Carrera being one of the four represented the Hispanic Ministry Office and will join a committee of people opposing this bill. A decision will be made sometime this week, board members are encourage to write letters opposing the bill before a decision is made.

Prison Ministry - Justino Cruz

Justino was not present a report was given by Jose Carrera.

- That a Task Force committee continue meeting. Letters to chaplains were sent out to some a thank you letter and to others asking for their support. A group of people continue visiting the prisons. Their next visit will be April 11, 1987.
- This report was given by Maria Luisa Donohue
Cairos: A Cursillo for the prisoners will be held the weekend of March 27 - 29, 1987. There are 50 Hispanic prisoners registered to attend and only two Hispanic Facilitators.
- The Renew materials will be used during visitation with prisoners.

Pastoral Plan - Elsa Vega-Perez

This report was given by Francisco Trejo

There is a discernment committee that has been meeting to primarily incorporate the commitments that came out of the State Encuentro with a Plan of Action. People that participated in the event will be invited to be part of this working committee for their input before the final draft. This draft will be ready this month and will be presented to the board.

Minnesota Migrant Council - Rosa Rodriguez

No report was given.

Renew - Irene Gomez-Bethke

- A Renew Core Committee continues meeting in Minneapolis. They are presently planning the next two large gatherings coming up in May and in June.
- There are fifteen small groups meeting in St. Paul thru Our Lady of Guadalupe Parish.

Proposal of Sr. Elsie Gamez, SSCM to assist with Pastoral Ministry to Hispanics in Minneapolis - Phil Nache

A letter was sent out this week to Sr. Elsie's community. Jose Carrera met with Peter D'Heilly to inform him about the possibility of a Pastoral Center in Minneapolis and hiring someone. He also met with Renee McGivern from the Archdiocesan Development Office to request funds. Renee McGivern suggested that a proposal be prepared as soon as possible. Emergency funds are available if a proposal is passed. A motion was made by Carl Valdez that the proposal be prepared by the director and later presented to the board for input. Motion was seconded by Fr. Ray Monsour. Motion was carried.

School of Ministry - Jose Carrera

Jose met with Sr. Pat Foster. She was hired by the Divinity Program of St. Thomas College to do a feasibility study on Hispanics in the Twin Cities. This study has shown wrong information. Her contract is over and she does not seem to be interested in reviewing her report for corrections. Jose also met with Dr. Joyce Peterson who is part of the School of Ministry Advisory Board, she was also disappointed with the feasibility study done by Sr. Pat Foster.

The School of Ministry will not be a Master's Program but a Certification program. Fr. Patricio Guillen, Sr. Rosa Marta Zarate and Fr. Enrique Lopez, School of Ministry facilitators, will be here on August 2 - 9, 1987 to give a curriculum presentation. This will be open to the public. Jose has been asked to consider the possibility of becoming a consultant for the feasibility study.

Promotional Publication - Phil Nache

This will be brought up in the next meeting.

Director's report - Jose Carrera

See enclosed copy



ARCHDIOCESE OF SAINT PAUL AND MINNEAPOLIS

328 West Sixth Street

Saint Paul, Minnesota 55102

(612) 291-4480

April 16, 1987

HISPANIC MINISTRY BOARD MEETING

April 22, 1987

5:30p.m.

Chancery Annex

St. Paul, MN

AGENDA

Dear Board Member:

The main item on our agenda for Wednesday, April 22nd, will be to look at a plan of Action. This was first discussed at our retreat last fall and further developed by the goals and objectives committee. This material is enclosed and represents the work of the board.

I am asking that you review list "A" and "B" on page 2 and be prepared to prioritize what direction you feel the office should be taking. If you have any thoughts not listed, be prepared to share them with us. You should be receiving from Jose Carrera an outline regarding his input as director as to the direction of the office.

Together we should plod the course for the Hispanic community of this local church.

Your input at this meeting is welcome and very much needed. Please bring with you your copy of the Hispanic Ministry Advisory Board By-laws. Looking forward to seeing you next Wednesday.

Sincerely,

Phil Nache, Chair
Hispanic Ministry Board

HISPANIC MINISTRY ADVISORY BOARD
CHANCERY ANNEX
SMITH HALL
WEDNESDAY, FEBRUARY 1987 - 5:30p.m.

AGENDA

- New Bus.*
- 1) Introductions
 - 2) Prayer - Fr. Ray Monsour
 - 3) Approval of Agenda and January Minutes
 - 4) Renew - Irene Gomez-Bethke
 - 5) * Pastoral Plan - Elsa Vega Perez
 - 6) New Immigration Law - Carlos Mariani
 - 7) * Prison Ministry - Justino Cruz
 - 8) * Budget Report - Fr. Ray Monsour
 - 9) * School of Ministry - Jose Carrera
 - 10)* Radio Program - Francisco Trejo
 - 11) Verify meeting dates

New Bus. *Please bring reading material on these topics from January board meeting.

The 5:30p.m. starting time for our meetings was initiated through your suggestions. Please try to be on time so that we will finish on time.

thank you.

HISPANIC MINISTRY ADVISORY BOARD
Ascension Club Room
1700 Dupont Avenue
Mpls., Mn 55411

January 28, 1987 - 5:30 p.m.

Present Members: Roberto Reyna, Fr. Ray Monsour, Tom Sanchez, Carl Valdez,
Carlos Mariani, Elsa Vega-Perez, and Phil Nache.

Excused Members: Irene Gomez-Bethke, Fr. Jose Gutierrez, Justino Cruz

Staff: Sr. Consuelo Covarrubias

1. Minutes from the December 4, 1986, Annual meeting at Boca Chica were passed as written.
2. Re-prioritizing was done on the agenda topics.
3. By-laws
Elsa made a motion to accept the By-laws. Carl seconded. The motion passed.
4. Search Committee report
A report was given on the search process. Discussion followed. Suggestions were made as follows: -Board needs to structure what the Executive Director will do, i.e. follow-up on the work, examination of our issues with the director, communication of the vision and priorities of time, ability to implement the work.

Motion was made and seconded to accept the work of the Search Committee and also the recommendations sent to the Archbishop. Motion passed unanimously.

The board members decided to send the Archbishop a letter affirming the work of the Search Committee.

5. Membership Status

- In November nine names were submitted.
- Six person indicated a positive interest in becoming members.
- Letters were sent out by December 1, 1986.
- Follow-up phone calls were made.
- Four persons returned their membership application forms, (three were returned in January).

Tom Sanchez reported: The forms for these four persons were reviewed by the committee mid January. All were submitted to Archbishop Roach. He will send out a letter of appointment. The candidates for membership are Rosa Rodriguez, Ana Maria Brown, Francisco Trejo and Eustolio Benavides.

6. Items to be considered as agenda topics for future meetings:
-How should we address the issue of the Hispanic community in Minneapolis?
-What are the implications for the director?
-Is there a need to provide training ground for future ministry leaders?

7. Prayer
Fr. Raymond Monsour will lead the opening prayer next meeting.

8. The rest of the topics were not discussed. Meeting adjourned at 7:40p.m.

NEXT MEETING WILL BE AT CHANCERY ANNEX, SMITH HALL, 328 W. SIXTH STREET,
ST. PAUL, MN, 5:30p.m., WEDNESDAY, FEBRUARY 25, 1987.

Submitted by Sr. Consuelo Covarrubias

HISPANIC MINISTRY ADVISORY BOARD
Ascension Club Room
1700 Dupont Avenue
Mpls., Mn 55411

January 28, 1987 - 5:30 p.m.

Present Members: Roberto Reyna, Fr. Ray Monsour, Tom Sanchez, Carl Valdez, Carlos Mariani, Elsa Vega-Perez, and Phil Nache.

Excused Members: Irene Gomez-Bethke, Fr. Jose Gutierrez, Justino Cruz

Staff: Sr. Consuelo Covarrubias

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NEXT MEETING WILL BE AT CHANCERY ANNEX, SMITH HALL, 328 W. SIXTH STREET, ST. PAUL, MN, 5:30p.m., WEDNESDAY, FEBRUARY 25, 1987.

Submitted by Sr. Consuelo Covarrubias

HISPANIC ADVISORY BOARD MEETING

January 28, 1987
Ascension Parish
1723 Bryant Avenue
Mpls., MN 55411
529-9684

AGENDA

Chairperson: Phil Nache

- I. Prayer.....Irene Gomez-Bethke, Carl Valdez
- II. Approval of Agenda and Minutes
- III. Old Business
 - A. By-Law Report.....Elsa Vega-Perez
 - B. New Members - Officially recognize Old Members.....Tom Sanchez
 - C. Renew.....Irene Gomez-Bethke
 - D. Search Committee.....Phil Nache
- IV. New Business
 - A. Budget Report.....Fr. Ray Monsour
 - B. Pastoral Plan.....Elsa Vega-Perez
 - C. Prison Ministry.....Justino Cruz
 - D. School of Ministry.....Sr. Consuelo Covarrubias
 - E. Radio Program.....Sr. Consuelo Covarrubias
 - F. Synod Report.....Sr. Consuelo Covarrubias
 - G. System for leading prayer
- V. Announcements:
 - A. Retreat.....Sr. Consuelo Covarrubias
 - B. Immigration Workshop....Carlos Mariani
 - C. Other

Reminder: Meeting begins at 5:30p.m. - Allow enough time for rush hour traffic

Note: Enclosed please find summaries or a brief history on the topics under New Business. This will brief you before you come to our meeting. Bring the information with you.

Hispanic Ministry Board Meeting
Wednesday, December 9, 1987
6:30 - 8:00 p.m.
Chancery Annex

AGENDA

1. Meeting dates remain 4th Wednesday of the month - Can't alternate sites St. Paul/Minneapolis. February 24, 1988 will be our annual meeting.
2. From Executive Committee meetings
 - Revised purpose of by-laws
 - Executive Committee met two weeks prior
 - Executive Committee will conduct meeting if no quorum
 - Board and director each submit agenda items.
 - Phone agenda items to office two weeks prior
3. Pastoral Center in Minneapolis
4. Hispanic Ministry Office Budget

Be prepared to come with names for people to be considered to be on the Hispanic Ministry Board.

Hispanic Ministry Board Meeting
Wednesday, January 27, 1988
Ascension Parish
7:00 - finish

AGENDA

- PRAYER

- UPDATE ON PASTORAL CENTER IN MINNEAPOLIS

- HISPANIC MINISTRY OFFICE BUDGET

- HISPANIC INSTITUTE FOLLOW-UP WEEKEND

- GOALS AND OBJECTIVES TO SET PRIORITIES FOR THIS YEAR

(Please check the list of the First Minnesota Encuentro Commitments you got in prior mailing).

$$\begin{array}{r} \$50,000 \\ - 21,171 \\ \hline 28,829 \end{array}$$

Aug 7-14

731 ⁶⁰⁰
71 ¹¹ \$78M 1988-89
Feb. 3 Budget
Wed. 5:25
leaving.
Feb. 27, 28
9:00g \$37.00

HISPANIC MINISTRY ADVISORY BOARD
MEETING DATES

Starting time 7:00 p.m. sharp

Locations: Chancery Annex
328 W. Sixth St.
St. Paul

Ascension Parish
1723 Bryant Ave. N.
Minneapolis

January 27, 1988
Ascension Parish

August 24, 1988
Ascension Parish

February 24, 1988
Chancery Annex

September 28, 1988
Chancery Annex

March 23, 1988
Site to be announced
6:15 start
(dinner precedes meeting)

October 26, 1988
Ascension Parish

April 27, 1988
Ascension Parish

November 23, 1988
Chancery Annex

May 25, 1988
Chancery Annex

Hispanic Ministry Board Meeting
February 24, 1988
Chancery Annex
7:00 - 9:00 p.m.

Minutes

Present: Elsa Vega-Perez, Frank Trejo, Phil Nache, Roberto Reyna, Carl Valdez, Irene Gomez-Bethke, Eustolio Benavidez, and Fr. Jose Gutierrez.

Staff: Jose Carrera and Claudia Jaime

Guests: Jose Trejo, Ramido Saucedo, Ted Cruz, Felipe Ramirez, Juan Esparza, Domingo Bernal, Jose Cardenas.

Opening prayer

Prayer was lead by Carl Valdez

-A group of Hispanic persons from the community was present to discuss an issue about the letter sent to Archbishop John Roach regarding the request to bring a Mexican/Hispanic priest to establish a Hispanic Catholic Pastoral Care in Minnesota. (See copy of first draft-proposal enclosed)

For those not present only.

Elsa Vega-Perez made a motion to form a sub-group committe with the Spanish Speaking Affairs Council to continue further discussion and to formulate the proposal. The motion was seconded by Eustolio Benavides. Motion was later withdrawn.

A motion was made by Roberto Reyna to accept "the concept" of the proposal. Motion was seconded by Elsa Vega-Perez. Motion was carried.

Elsa Vega-Perez made a motion to form a sub-group committee with interest persons to work on details of the proposal and later present it to Archbishop Roach. The motion was seconded by Eustolio Benavidez and carried.

A motion was made by Frank Trejo to officially ask the Spanish Speaking Affairs Council to help with technical assistance (Writing letter, supplies, representation, etc) on the matter. Elsa Vega- Perez seconded the motion. Three members supported the motion and four opposed. Motion was not carried.

The following steps will be taken.

1. Jose Trejo from the Spanish Speaking Affairs Council will write a letter explaining proposal and objectivity of the committee.
2. Phil Nache, Hispanic Ministry Board Chair will write a letter to be published in the Our Lady of Guadalupe Bulletin.

Cont. on back

3. Jose Carrera from Office of Hispanic Ministry will also address the issue.

Budget Report - Jose Carrera

No report was given

Status of Board Members - Carl Valdez

Carl called all present members. The following members will resign from the board.

1. Fr. Ray Monsour
2. Carlos Mariani
3. Rosa Rodriguez
4. Fr. Jose Gutierrez

Seven of the Hispanic Ministry Members have re-committed themselves for 1988.

The following candidate has been contacted.

1. Patricia Santos, Our Lady of Guadalupe Youth Minister

The following people were recommended by members to be invited to the board.

1. Salvador Lozano
2. Ana Maria Brown
3. Raquel Cervantes-Bethke
4. Juan Linares
5. Marianela Guzman
6. Aurora Juarez

Carl will do telephone screening and a form will be mailed to them.

The Executive Committee will then meet to decide who will be recommended to the archbishop.

Goals and Objectives for 1988 - Eustolio Benavides

No report was given

Director's Report - Jose Carrera

In March, 1988, people will be invited to form Small Renew Groups in Minneapolis.

The office is heavily involved with APENC with the planning of a annual retreat in Nebraska for April 30 and May 1, 1988.

There will be a School of Hispanic Ministry Follow-up training on February 27 and 28, 1988.

Open Forum

Irene Gomez-Bethke made a motion that the Hispanic Ministry Board give support (Facilitation on getting a celebrant for the Opening Mass, inviting people, etc.) to the event dedicated to Our Lady of Guadalupe. The event will be held at the College of St. Catherine on May 8, 1988. Local dancers and artists will perform. Motion was seconded by Eustolio Benavides. Six members supported the motion and one abstained. Motion was carried.

The Hispanic Ministry Board Annual Meeting on March 23, 1988 has been postponed until April 27.

Hispanic Ministry Board Meeting
January 27, 1988
Ascension Parish
7:00 - 9:00 p.m.

MINUTES

PRESENT MEMBERS: Elsa Vega-Perez, Eustolio Benavides, Phil Nache, Frank Trejo, Carl Valdez, Fr. Ray Monsour, and Irene Gomez-Bethke.

STAFF Jose Carrera, Claudia Jaime

Pastoral Center in Minneapolis

A Proposal was submitted to the Archdiocesan Allocations Committee. No funds were given for any new archdiocesan programs for this year.

Hispanic Ministry Office Budget

-The amount requested for fiscal year 1987/88, was \$69,387, and received \$71,388.

-The forecast for 1988/89 is \$79,563.

A final meeting with the allocations committee will be February 3, 1988 at 5:25 p.m at the Chancery. Jose Carrera and Phil Nache will do the presentation.

-Members requested copies of budget related information.

Hispanic Institute Weekend

It will be held in St. Croix, WI, on February 27 and 28, 1988. Everybody is invited. Cost is \$37 per person, the Office of Hispanic Ministry will pay \$19. and participants \$18.

Goals and Objectives for 1988

A task force was formed to do a first draft of the Goals and Objectives to be presented in our next meeting. A motion was made by Eustolio, seconded by Carl Valdez, motion was approved.

Task Force Participants will be: Frank Trejo, Jose Carrera, Eustolio Benavides, and Irene Gomez-Bethke.

They will meet on February 4, 1988 at 8:00 a.m.

PEOPLE TO BE INVITED TO BECOME BOARD MEMBERS

Carl Valdez volunteered to call possible candidates. Please call Carl with

names and phone numbers at 522-6092 (H). New members will be introduced at the Annual Meeting and Dinner to be held on March 23rd at 328 W. Sixth Street, St. Paul.

Announcement

The College of St. Catherine will held on May 8 a program dedicated to Our Lady of Guadalupe. There will be local Hispanic artists and dancers performing.

AGENDA

Hispanic Ministry Advisory Board
February 24, 1988, 7:00 P.M.
Chancery Annex

OPENING PRAYER

BUDGET REPORT (JOSE CARRERA)

STATUS OF BOARD MEMBERS (CARL VALDEZ)

GOALS AND OBJECTIVES FOR 1988 (EUSTOLIO BENAVIDES)

DIRECTOR'S REPORT

OPEN FORUM

HISPANIC MINISTRY BOARD MEETING

APRIL 27, 1988

Ascension Church
Mpls., MN

7:00 p.m.

xxx

Those Present: Eustolio Benavidez, Elsa Vega Perez, Jose Carreras,

Phil Nache, Carl Valdez

ABSENT: Mr. Roberto Reyna, Francisco Trejo

Guests: Juan Linares, Albert Contreras

Excused: Irene Bethke

1. Phil calls meeting to order once quorum was established.
2. Mr. Benavidez leads us in prayer.
3. Approval of Mts: Elsa Moves and Carl Seconds approval of mts.
4. The SSAC letter to the archbishop was discussed. Mr. Nache updates the board members of a meeting with Fr. Jerry Harker Mueller from Our Lady of Guadalupe Parish. Fr. Jerry believes the issue is silent at the moment and no further discussion is warranted. Fr. Jerry did mention that a Mr. Esparza had called him and told him that he was quite displeased with the letter and that ~~he~~ his name had been sent along without his approval. Jose Carreras said that the Archbishop responded to the SSAC letter, requesting for a meeting to discuss the ~~the hiring of a Hispanic/~~ ^{bringing} Mexican priest, ~~which had been received and assigned to Bishop Ham.~~ ^{Case was} ~~the issue, the~~ A meeting with Bishop Ham and members of SSAC was held and ~~no one from~~ ^{neither the} ~~Director of the~~ ^{nor any member of the Advisory Board} the Hispanic Ministry office participated.. This meeting was initiated by Mr. Trejo. ~~The meeting with Bishop Ham was to discuss a proposal~~ ^(do it) on a statewide Hispanic ministry program. Bishop Ham spoke with Jose Carreras and informed him that ~~it~~ ^{Such were} was interesting however very difficult to achieve, ~~explaining several barriers within church structure.~~ ^{due to various} Jose believes that this subject matter ~~is finished.~~ ^{corrected} ~~will be~~ ^{will be} silent for a while but we should be prepared to deal with it any any time.

Page 2. Hispanic Ministry

Mr. Benavidez presented the following serious ~~xxx~~ concerns:

a. the lack of courtesy from church hierarchy to include Hispanic ministry on the communications with the SSAC re; Hispanic ~~community~~ ^{Pastoral} proposal.

b. The lack of inclusivity with Hispanic ministry to meet with church hierarchy to discuss the issue.

c. the lack of community working together on this issue is the reason for lack of support for the proposal.

— Jose Carreras explains that he has a meeting set with Bishop Ham on May 9th to discuss and share his concerns.

Eustolio Moves: That we send a letter to the Archbishop and a copy to Bishop Ham and to Jose Carreras expressing our displeasure with this ^{Situation} ~~incident~~ and the lack of clarity of our role within the archdiocesan structure. Elsa seconds.

Motion Carried.

5. Pastoral Center Proposal: No current action, Elsa Will follow up with Jose Trejo. Carl Valdez Moves: That Elsa follow up on proposal with Mr. Jose Trejo and inform Eustolio and Jose ^{Carreras} ~~xxx~~ of a possible meeting and report to the Ministry board. Eustolio seconds. Motion carried. Details of the proposal will be discussed with Bishop Ham and Trejo. ^{Jose}

6. Goals & objectives: Eustolio informed that he would like to look at current board objectives and recommend the adoption of a set of goals and objectives for Hispanic Ministry. the following items will assist Mr. Benavidez in his review: 1. Compromisos del 3 Encuentro.

Hispanic Ministry p.3

6. continued; 2. New ~~Rxxxx~~ ^{Hispanic} Pastoral Plan - An issue for next Agenda
3. 1986 Retreat minutes with goals and objectives as propose
 4. Revised by-laws, and purpose.
7. Status of New board applicants- Carl reported that 4 names have been recommended:
1. Juan Linares
 2. Anna Maria Brown
 3. Raquel Cervantes-Bethke
 4. Patricia Santos

Ms. Perez was concerned that a nominee had been over-looked and asked that the board submit the name of: Ms. Yira ~~Chicaco~~ Chicaco be sent to the ARchbishop for consideration. Phil will follow-up with nomination status, ~~with the Archbishop.~~

8. Exec. Directors Report; ~~xxxxxxx~~ Jose's report was submitted in writing. He had two items of concern:

1. that ~~wa~~ he would like to pursue the idea of Spanish ~~masses~~ masses in 2 areas: Frogtown and the E. Side of St. Paul.
- board members advised that this be discussed with Fr. Jerry for advise.

2. Renew in Mpls. is slow and needs help. However
~~Jose plans to do~~ ^{Jose plans to do} ~~renew members in mpls. will do home visits to do extensive and personal-~~ ^{in Mpls to talk to people}
~~ized recruitment.~~ ^{about their feelings and perception}
^{about Renew and other issues in}
^{Mpls.}
~~There being no further business.~~

9. Meeting adjourned.

Minutes by: Elsa Vega

Hispanic Ministry Board Meeting
April 27, 1988
Ascension Church
Minneapolis, MN
7:00 p.m.

MINUTES

Present Members: Eustolio Benavides, Elsa Vega Perez, Jose Carrera, Phil Nache, Carl Valdez.

Guest: Juan Linares and Albert Contreras

Absent Members: Roberto Reyna, and Francisco Trejo,

Excused: Irene Gomez-Bethke

1. Phil calls meeting to order once quorum was established.
2. Mr. Benavides led us in prayer
3. Approval of minutes: Elsa moved and Carl seconded approval of minutes.
4. The SSAC letter to the archbishop was discussed. Mr. Nache updated the board members of a meeting with Fr. Jerry Hackenmueller from Our Lady of Guadalupe Parish. Fr. Jerry believes the issue is silent at the moment and no further discussion is warranted. Fr. Jerry did mention that Mr. Esparza had called him and told him that he was quite displeased with the letter and that his name had been sent along without his approval. Jose Carrera said that the archbishop responded to the SSAC letter, requesting for a meeting to discuss the issue, the case was assigned to Bishop Ham.

A meeting with Bishop Ham and members of SSAC (Pastoral Proposal) was held and neither the director of the Hispanic Ministry Office nor any member of the Advisory board participated. This meeting was initiated by Mr. Trejo. The meeting with Bishop Ham was to discuss a proposal on a statewide Hispanic Ministry Program. Bishop Ham spoke with Jose Carrera and informed him that such an issue was interesting, however, very difficult to achieve due to various barriers within church structure. Jose Carrera believes that this subject matter will be silent for a while but we should be prepared to deal with it any time.

Mr. Benavides presented the following serious concerns:

- a. The lack of courtesy from church hierarchy to include Hispanic Ministry on the communications with the SSAC re: Hispanic Pastoral Proposal.
- b. The lack of inclusivity with Hispanic Ministry to meet with church

hierarchy to discuss the issue.

- c. The lack of community working together on this issue is the reason for lack of support for the proposal.

Jose Carrera explained that he has a meeting set with Bishop Richard Ham on May 9th to discuss and share his concerns.

Eustolio moved: that we send a letter to the archbishop and a copy to Bishop Ham and to Jose Carrera expressing our displeasure with this situation and the lack of clarity of our role within the archdiocesan structure. Elsa seconds. Motion carried.

5. Pastoral Center Proposal (SSAC): No current action, Elsa will follow up with Jose Trejo. Carl Valdez moved: that Elsa follow up on proposal with Mr. Jose Trejo and inform Eustolio and Jose Carrera of a possible meeting and report to the Ministry board. Eustolio seconded. Motion carried.

Details of the proposal will be discussed with Bishop Ham and Jose Trejo.

6. Goals & Objectives: Eustolio informed that he would like to look at current board objectives and recommended the adoption of a set of goals and objectives for Hispanic Ministry. The following items will assist Mr. Benavides in his review:
1. Compromisos del III Encuentro
 2. New Hispanic Pastoral Plan - An issue for next agenda
 3. 1986 retreat minutes with goals and objectives as proposed.
 4. Revised by-laws and purpose
7. Status of new board applicants - Carl reported that 4 names have been recommended.
1. Juan Linares
 2. Ana Maria Brown
 3. Raquel Cervantes-Bethke
 4. Patricia Santos

Mrs. Perez was concerned that a nominee had been over-looked and asked that the board submit the name of: Ms. Yira Chicaco to be sent to the archbishop for consideration. Phil Nache will follow-up with nomination status.

8. Executive Director Report: Jose's report was submitted in writing. He had two items of concern:
1. That he would like to pursue the idea of Spanish Masses in 2 areas: Frogtown and the E. Side of St. Paul.

Board Members advised that this be discussed with Fr. Jerry for advise.

2. Renew in Minneapolis is slow and needs help. However, Jose plans to do home visits in Minneapolis to talk to people about their feelings and perceptions about Renew and other issues in Minneapolis

9. Meeting adjourned.

Hispanic Ministry Board Members

1. Phil Nache - 12/85 - 88
4409 78th Avenue N.
Brooklyn Park, MN 55443
560-1926 (H) and (W)
2. Carl Valdez - 12/85 - 88
3442 Aldrich Avenue N.
Minneapolis, MN 55412
566-6700 (W)
522-6092 (H)
3. Roberto Reyna - 12/82
Dept. of Human Services
2nd Floor Income Maintenance
444 Lafayette Road
St. Paul, MN 55101
296-4638 (W)
4. Elsa Vega Perez - 12/85 - 88
Department of Employment Relations
3rd Floor, Space Center Bldg.
520 Lafayette Road
St. Paul, MN 55155
296-8272 (W)
227-6836 (H)
5. Irene Gomez-Bethke - 12/85 - 88
4649 Decatur Avenue
New Hope, MN 55428
537-0469 (H)
6. Eustolio Benavidez - 12/86 - 89
Catholic Charities at
Our Lady of Guadalupe Parish
530 Andrew Street
St. Paul, MN 55107
224-0799 (W)
7. Ana Maria Brown - 5/88-91
7116 Bristol Blvd.
Edina, MN 55435
929-7997 (H)
8. Patricia Santos - 5/88-91
Our Lady of Guadalupe Parish
530 Andrew Street
St. Paul, MN 55107
228-0506 (W)
9. Juan Linares - 5/88-91
Catholic Charities-Branch 3
1624 Chicago Avenue
Minneapolis, MN 55404
375-9476 (W)
10. Raquel CervantesBethke5/88-91
8308 Thomas Avenue
Brooklyn Park, MN 55444
424-9714 (H)

Ex-Officio
 1. Archbishop John Roach
226 Summit Avenue
St. Paul, MN 55102
291-4400 (W)
 2. Bishop Richard Ham
Vicar to Hispanics
226 Summit Avenue
St. Paul, MN 55102
291-4400 (W)
437-3973 (H)
 3. Rev. Michael O'Connell
Moderator of the Curia
226 Summit Avenue
St. Paul, MN 55102
291-4434 (W)
644-4502 (H)
 4. Peter D'Heilly, Director
Outreach Division
328 W. Sixth St.
St. Paul, MN 55102
291-4488 (W)
633-9259 (H)
 5. Jose Carrera, Director
Hispanic Ministry Office
328 W. Sixth St.
St. Paul, MN 55102
291-4480

Hispanic Ministry Advisory Board
May 25, 1988

5:30 p.m. Orientation for new members
6:15 p.m. Dinner

AGENDA

- Commissioning of new members
- Approval of minutes
- Report of 5/9/88 meeting of Jose Carrera and Bishop Richard Ham
 - a) SSAC Pastoral Center Proposal (Jose)
 - b) Sub-committee report (Elsa)
- Role of Hispanic Ministry Board
- Goals and Objectives (Eustolio)
- Directors report
 - a) Spanish Mass in frogtown area of St. Paul
 - b) RENEW home visits in Minneapolis
 - c) Seminarian from Mexico
 - d) other
- Constitution Update
- Election of officers

Hispanic Ministry Board Meeting - April 27, 1988 - 7:00 p.m.
Ascension Church
Minneapolis, MN

MINUTES

Present Members: Eustolio Benavides, Elsa Vega Perez, Jose Carrera, Phil Nache, Carl Valdez.

Guest: Juan Linares and Albert Contreras

Absent Members: Roberto Reyna, and Francisco Trejo,

Excused: Irene Gomez-Bethke

1. Phil calls meeting to order once quorum was established.
2. Eustolio led us in prayer
3. Approval of minutes: Elsa moved and Carl seconded approval of minutes.
4. The Spanish Speaking Affairs Council letter to the archbishop was discussed. Phil updated the board members of a meeting with Fr. Jerry Hackenmueller from Our Lady of Guadalupe Parish. Fr. Jerry believes the issue is silent at the moment and no further discussion is warranted. Fr. Jerry did mention that Mr. Esparza had called him and told him that he was quite displeased with the letter and that his name had been sent along without his approval. Jose Carrera said that the archbishop responded to the SSAC letter, requesting for a meeting to discuss the issue, the case was assigned to Bishop Ham.

A meeting with Bishop Ham and members of SSAC (Pastoral Proposal) was held and neither the director of the Hispanic Ministry Office nor any member of the Advisory board participated. This meeting was initiated by Mr. Trejo of the SSAC. The meeting with Bishop Ham was to discuss a proposal on a statewide Hispanic Ministry Program. Bishop Ham spoke with Jose Carrera and informed him that such an issue was interesting, however, very difficult to achieve due to various barriers within church structure. Jose Carrera believes that this subject matter will be silent for a while but we should be prepared to deal with it any time.

Mr. Benavides presented the following serious concerns:

- a. The lack of courtesy from church hierarchy to include Hispanic Ministry on the communications with the SSAC re: Hispanic Pastoral Proposal.
- b. The lack of inclusivity with Hispanic Ministry to meet with church hierarchy to discuss the issue.
- c. The lack of community working together on this issue is the reason for

lack of support for the proposal.

Jose Carrera explained that he has a meeting set with Bishop Richard Ham on May 9th to discuss and share his concerns.

Eustolio moved: that we send a letter to the archbishop and a copy to Bishop Ham and to Jose Carrera expressing our displeasure with this situation and the lack of clarity of our role within the archdiocesan structure. Elsa seconded. Motion carried.

5. Pastoral Center Proposal (SSAC): No current action, Elsa will follow up with Jose Trejo. Carl Valdez moved: that Elsa follow up on proposal with Mr. Jose Trejo and inform Eustolio and Jose Carrera of a possible meeting and report to the Ministry board. Eustolio seconded. Motion carried.

Details of the proposal will be discussed with Bishop Ham and Jose Trejo.

6. Goals & Objectives: Eustolio informed that he would like to look at current board objectives and recommended the adoption of a set of goals and objectives for Hispanic Ministry. The following items will assist Eustolio in his review:

1. Compromisos del III Encuentro
2. New Hispanic Pastoral Plan - An issue for next agenda
3. 1986 retreat minutes with goals and objectives as proposed.
4. Revised by-laws and purpose

7. Status of new board applicants - Carl reported that 4 names have been recommended.

1. Juan Linares
2. Ana Maria Brown
3. Raquel Cervantes-Bethke
4. Patricia Santos

Mrs. Perez was concerned that a nominee had been over-looked and asked that the board submit the name of: Ms. Yira Chicaco to be sent to the archbishop for consideration. Carl will call Ms. Chichaco immediately. Phil Nache will follow-up with nomination status by talking to Bishop Ham.

8. Executive Director Report: Jose's report was submitted in writing. He had two items of concern: 1. That he would like to pursue the idea of Spanish Masses in 2 areas: Frogtown and the E. Side of St. Paul.

Board Members advised that this be discussed with Fr. Jerry for advice.

2. Renew in Minneapolis is slow and needs help. However, Jose plans to do home visits in Minneapolis to talk to people about their feelings and perceptions about Renew and other issues in Minneapolis.

9. Meeting adjourned.

Hispanic Ministry Board Meeting
February 24, 1988
Chancery Annex
7:00 - 9:00 p.m.

Minutes

Present: Elsa Vega-Perez, Frank Trejo, Phil Nache, Roberto Reyna, Carl Valdez, Irene Gomez-Bethke, Eustolio Benavidez, and Fr. Jose Gutierrez.

Staff: Jose Carrera and Claudia Jaime

Guests: Jose Trejo, Ramido Saucedo, Ted Cruz, Felipe Ramirez, Juan Esparza, Domingo Bernal, Jose Cardenas.

Opening prayer

Prayer was lead by Carl Valdez

-A group of Hispanic persons from the community was present to discuss an issue about the letter sent to Archbishop John Roach regarding the request to bring a Mexican/Hispanic priest to establish a Hispanic Catholic Pastoral Care in Minnesota. (See copy of first draft-proposal enclosed)

Elsa Vega-Perez made a motion to form a sub-group committe with the Spanish Speaking Affairs Council to continue further discussion and to formulate the proposal. The motion was seconded by Eustolio Benavides. Motion was later withdrawn.

A motion was made by Roberto Reyna to accept "the concept" of the proposal. Motion was seconded by Elsa Vega-Perez. Motion was carried.

Elsa Vega-Perez made a motion to form a sub-group committee with interest persons to work on details of the proposal and later present it to Archbishop Roach. The motion was seconded by Eustolio Benavidez and carried.

A motion was made by Frank Trejo to officially ask the Spanish Speaking Affairs Council to help with technical assistance (Writing letter, supplies, representation, etc) on the matter. Elsa Vega- Perez seconded the motion. Three members supported the motion and four opposed. Motion was not carried.

The following steps will be taken.

1. Jose Trejo from the Spanish Speaking Affairs Council will write a letter explaining proposal and objectivity of the committee.
2. Phil Nache, Hispanic Ministry Board Chair will write a letter to be published in the Our Lady of Guadalupe Bulletin.

3. Jose Carrera from Office of Hispanic Ministry will also address the issue.

Budget Report - Jose Carrera

No report was given

Status of Board Members - Carl Valdez

Carl called all present members. The following members will resign from the board.

1. Fr. Ray Monsour
2. Carlos Mariani
3. Rosa Rodriguez
4. Fr. Jose Gutierrez

Seven of the Hispanic Ministry Members have re-committed themselves for 1988.

The following candidate has been contacted.

1. Patricia Santos, Our Lady of Guadalupe Youth Minister

The following people were recommended by members to be invited to the board.

1. Salvador Lozano
2. Ana Maria Brown
3. Raquel Cervantes-Bethke
4. Juan Linares
5. Marianela Guzman
6. Aurora Juarez

Carl will do telephone screening and a form will be mailed to them.

The Executive Committee will then meet to decide who will be recommended to the archbishop.

Goals and Objectives for 1988 - Eustolio Benavides

No report was given

Director's Report - Jose Carrera

In March, 1988, people will be invited to form Small Renew Groups in Minneapolis.

The office is heavily involved with APENC with the planning of a annual retreat in Nebraska for April 30 and May 1, 1988.

There will be a School of Hispanic Ministry Follow-up training on February 27 and 28, 1988.

Open Forum

Irene Gomez-Bethke made a motion that the Hispanic Ministry Board give support (Facilitation on getting a celebrant for the Opening Mass, inviting people, etc.) to the event dedicated to Our Lady of Guadalupe. The event will be held at the College of St. Catherine on May 8, 1988. Local dancers and artists will perform. Motion was seconded by Eustolio Benavides. Six members supported the motion and one abstained. Motion was carried.

The Hispanic Ministry Board Annual Meeting on March 23, 1988 has been postponed until April 27. The process of getting new members needs to be extended, since new members should be part of the annual meeting.



STATE OF MINNESOTA

SPANISH SPEAKING AFFAIRS COUNCIL

506 RICE STREET, ST. PAUL, MN 55103

296-9587

February 9, 1988

Archbishop John Roach
Archdiocese of Saint Paul-Minneapolis
The Chancery
226 Summit Avenue
Saint Paul, MN 55102

Dear Archbishop Roach;

Our Lady of Guadalupe Church, a predominantly Hispanic parish within your archdiocese, was founded in the early 1930's and to our knowledge, since its founding, it has not had a priest of Mexican or Hispanic heritage assigned. As you know, the Mexican-American and Hispanic communities are predominantly Catholic and the culture, heritage and religion are closely interwoven. Unfortunately, the Archdiocese has failed to recognize the importance that this culture and traditions play in our religious lives. We sincerely believe that this concern needs to be positively addressed by the Archdiocese.

As a group of concerned citizens, we request a meeting with you in the near future to discuss the possible assignment of a Mexican or Hispanic priest in this parish. Presently, we have identified a pastor from Guadalajara, Mexico, who is willing to come to Our Lady of Guadalupe Church. Therefore, we believe it would be important to discuss the possibilities of having a Mexican or Hispanic priest assigned to this parish and we pledge our support and cooperation in this effort.

The Spanish Speaking Affairs Council is providing technical assistance in this effort. However, at this time, the Council has not taken an official position. The Council advises the governor and the legislature on the issues and concerns affecting Minnesota's Hispanic community and serves as a liaison between this community and private and public institutions.

Mr. Jose Trejo will contact you in the near future to set up a mutually convenient time for this meeting.

Respectfully,

Ted Cruz

Ramedo Saucedo

Felipe Ramirez

Jose Cardenas

Juan Esparza

Domingo Bernal

Jose H. Trejo

DRAFT
FOR DISCUSSION PURPOSES ONLY

PROPOSAL TO
ESTABLISH A
HISPANIC CATHOLIC PASTORAL CARE IN MINNESOTA

BACKGROUND INFORMATION

Since the 1880's Hispanics have been an integral part of the state of Minnesota. By the 1930's, the Hispanic Community, which was predominately Mexican-American at the time, established Our Lady of Guadalupe Church in Saint Paul's West Side. Our Lady of Guadalupe has become a religious focal point for the Hispanic Catholic community. However, to date a priest of Hispanic heritage has not been assigned to this parish.

During the Un Primer Encuentro, resolutions were introduced to have Hispanic priests assigned to the Hispanic community. This idea has been discussed for many years, but to date, it has not been implemented.

This proposal calls for the establishment of a statewide Hispanic/Catholic Pastoral Care in Minnesota. A Hispanic priest would be headquartered at Our Lady of Guadalupe and assigned to provide pastoral care and evangelism to the various Hispanic communities in Minnesota. The Hispanic priest would visit the various cities throughout the state on a rotating basis and provide:

- Worship services
- Serve as a bilingual/bicultural counselor
- Establish liaison between the various Hispanic religious communities
- Visit the non-English speaking homebound and elderly and perform any other pastoral care, which could best be performed in Spanish.

PROGRAM STRUCTURE

The Hispanic priest will not replace any presently assigned priests in the state. The purpose of this proposal is to supplement the present pastoral care being provided to Hispanics, particularly the non-English speakers, the homebound and the elderly on a statewide basis. It is very important for individuals to understand that this proposal in no way is critical of the pastor or staff at Our Lady of Guadalupe Church, but instead is meant to provide additional resources, which are not presently available.

FUNDING

In order to facilitate the implementation of this proposal, it is advisable to establish a cooperative fund-raising effort, in which the Hispanic community would be actively involved. This fundraising effort will not be successful, without the active endorsement and support of the Archbishop. The Archbishop could initiate a special appeal to fund this effort and appoint a special fundraising committee to prepare an annual budget, identify appropriate funding sources and conduct a fundraising campaign.

DESIRED RESULTS

The individuals that would benefit the most as a result of this effort will be the non-English speakers, the homebound and the elderly. In addition, Minnesota's Catholic churches, particularly Our Lady of Guadalupe Church and churches in communities where there is a large concentration of Hispanics, will have a valuable added resource. Greater outreach would take place and the Hispanic community would be better served.

A cooperative, statewide effort, with the active involvement of the Archbishop, the Church hierarchy and staff, local priests, parishioners and interested citizens could turn this long-held dream of the Hispanic community into reality.

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Hispanic Ministry Board Meeting
January 27, 1988
Ascension Parish
7:00 - 9:00 p.m.

MINUTES

PRESENT MEMBERS: Elsa Vega-Perez, Eustolio Benavides, Phil Nache, Frank Trejo, Carl Valdez, Fr. Ray Monsour, and Irene Gomez-Bethke.

STAFF Jose Carrera, Claudia Jaime

Pastoral Center in Minneapolis

A Proposal was submitted to the Archdiocesan Allocations Committee. No funds were given for any new archdiocesan programs for this year.

Hispanic Ministry Office Budget

-The amount requested for fiscal year 1987/88, was \$69,387, and received \$71,388.

-The forecast for 1988/89 is \$79,563.

A final meeting with the allocations committee will be February 3, 1988 at 5:25 p.m at the Chancery. Jose Carrera and Phil Nache will do the presentation.

-Members requested copies of budget related information.

Hispanic Institute Weekend

It will be held in St. Croix, WI, on February 27 and 28, 1988. Everybody is invited. Cost is \$37 per person, the Office of Hispanic Ministry will pay \$19. and participants \$18.

Goals and Objectives for 1988

A task force was formed to do a first draft of the Goals and Objectives to be presented in our next meeting. A motion was made by Eustolio, seconded by Carl Valdez, motion was approved.

Task Force Participants will be: Frank Trejo, Jose Carrera, Eustolio Benavides, and Irene Gomez-Bethke.

They will meet on February 4, 1988 at 8:00 a.m.

PEOPLE TO BE INVITED TO BECOME BOARD MEMBERS

Carl Valdez volunteered to call possible candidates. Please call Carl with names and phone numbers at 522-6092 (H). New members will be introduced at the Annual Meeting and Dinner to be held on March 23rd at 328 W. Sixth

Street, St. Paul.

Announcement

The College of St. Catherine will held on May 8 a program dedicated to Our Lady of Guadalupe. There will be local Hispanic artists and dancers performing.

September 28, 1988
Hispanic Advisory Board Meeting

MINUTES

Present: Raquel Cervantes-Bethke, Carl Valdez, Elsa Vega-Perez, Ana Maria Brown, Juan Linares, Eustolio Benavides.

Staff: Jose Carrera

Guest: Judge Alberto Miera

1. Agenda was amended to allow Alberto Miera to give a presentation regarding the California Grapes Boycot Process, here in the Twin Cities.
 - Alberto Miera asked the board to support the Guadalupe Boycott Coalition, recently formed by different Hispanic organizations and individuals of the Twin Cities.
 - This support, Alberto stated, was needed to help end the danger of pesticides in the grape fiends of California which is mainly affecting Hispanic farm workers.
2. The Board approved the involvement of the Hispanic Ministry Office in this Boycott as a way to demonstrate solidarity with Cesar Chavez, the AFL-CIO organization, and the farm workers of California.
 - Alberto Miera invited the Board members to join in the "Fast for Life" campaign for prayer and spiritual purification - no motions.
 - Alberto Miera requested \$100.00 cooperation from the Office. No motions.
3. Carl Valdez moves to approve minutes. Raquel Cervantes seconds the motion.
4. José Carrera proposes a retreat with all board members. The objectives for this retreat are:
 - a. To get to know each other better.
 - b. To develop clear goals and objectives for the board and the Office with a three year planning vision.

The board moves to approve this proposal.

5. Carl Valdez moves to call for a task force or committee to set up:
 - Goals and objectives of retreat
 - Timeliness
 - Budget

-October 28th and 29th were suggested to be the days for the retreat.
-Three board members (Patricia Santos, Roberto Reyna and Phil Nache) need to be informed about the proposed retreat and timeliness.

-The Retreat Planning Committee Members are: Jose Carrera, Elsa Vega-Perez, Phil Nache and Ana Maria Brown.

6. Elsa Vega-Perez reported on the Spanish Speaking Affairs Council Proposal for a Hispanic Pastoral Center in Minnesota (see attached minutes)

-Carl Valdez suggested that we look at specific tasks regarding this proposal.

-Eustolio Benavides stated that a clear job description must be developed for this Hispanic Pastoral Proposal. Also, that the Minnesota Catholic Conference ought to be involved in information sharing.

7. A motion was made by Eustolio Benavides to amend the May 25, 1988, minutes. Item No. 7, must read like follows:

Role of Hispanic Ministry Advisory Board: Eustolio Benavides read a draft letter intended to be sent to Archbishop Roach and Bishop Richard Ham; this letter dealt with the issue of the SSAC Hispanic Pastoral Center Proposal. In the letter Eustolio expressed his displeasure with the way the Archbishop handled such proposal. This question surfaced: What is the role of the Hispanic Advisory Board in matters affecting Hispanic Ministry in the Archdiocese? Eustolio's draft letter will be reviewed, edited, and sent to the Archbishop by Phil Nache.

8. Eustolio Benavides moves to support Father Luke's Mikshel Ministry to Hispanics in this archdiocese. Raquel Cervantes-Bethke seconds motion; motion carries.
9. Carl Valdez and Eustolio Benavides moved to endorse the letter asking grocers of the Twin Cities to join in the Boycott of California Grapes. Motion passed.
10. Raquel Cervantes Bethke moves to adjourn. Motion passes.

MEETING MINUTES

Committee on Pastoral Care
September 15, 1988

Members Present: Elsa Vega-Perez, Jose Carrera, Phil Nache, Jose Trejo, and Ted Cruz.

Members discussed the possibility of the pastoral care. A proposal is needed and must cover the following concerns:

- Needs of Hispanics on a statewide basis.
- Identify the Hispanic population growth in the greater Minnesota area.
- Mr. Trejo's background information regarding meeting with Archbishop as he perceived it was positive. Jose Carrera advised that the Vicar of Hispanics, Bishop Ham had been ill for quite sometime and therefore he had no follow-up on this issue.

Committee felt the following things are important:

- * Clarify need for a Hispanic/Mexican priest
- * Define job description
- * Develop a budget
- * Fund-raising opportunities explain joint ventures

Mr. Trejo described a similar structure with the Winona diocese and the Albert Lea area.

Ms. Perez explained that the archdiocese has advised the ministry board that the priest must be from the "Post Vatican II Era". Mr. Cruz felt he wanted the priest not to be transitory but full time permanent.

Final outcome of the meeting was as followed:

- Mr. Trejo and Mr. Carreras will draft the proposal
- Will communicate with the MN Catholic Conference
- Will continue on the mobile concept
- Priest will be Hispanic/Mexican
- Priest will be Bi-lingual
- We will seek allies within statewide diocese.

Respectfully submitted



ARCHDIOCESE OF SAINT PAUL AND MINNEAPOLIS

Hispanic Ministry Office

328 West Kellogg Boulevard

Saint Paul, Minnesota 55102-1997

(612) 291-4480

HISPANIC MINISTRY ADVISORY BOARD

MINUTES OF MEETING ON JANUARY 25, 1989

Members present: Raquel Cervantes-Bethke, Ana Maria Brown, Juan Linares, Eustolio Benavides, Carl Valdez, Phil Nache, and Jose Carrera.

Phil convened the meeting at 7:16 P.M., with Ana Maria leading us in prayer.

RENEW/Other Christian Development Options

- RENEW in Minneapolis did not function as well as it could have, some people belonged to small groups in their own parishes as well as groups in Hispanic Ministry.
- RENEW at OLG went well, the small groups seemed to flourish.
- Jose explained about the III Encuentro process forming "Comunidades de Base".
- Archdiocese is having a presentation on February 1, 1 - 4 P.M. on various Christian development programs.
- Ana Maria commented about the "Schoenstatt Program".
- Consensus of the Board was what would Hispanics respond to? Jose is to gather information from Archdiocesan workshop, III Encuentro Process, and the Schoenstatt Program to mail to Board members so that a decision could be made at a future meeting.

Mpls. Hispanic Pastoral Center/ Ascension Church

- If the Archdiocese approves proposal, Ascension Church would be willing to provide office space.
- The Commission on Archdiocesan Programs will review the proposal by March 15. Archbishop Roach will make the final decision.

Spanish Speaking Affairs Council Hispanic Pastoral Proposal

- Elsa Vega-Perez, was not available to report on this; however, the Board felt we were reacting to the SSAC proposal not on our own. This discussion led to many questions we felt must be answered:

Has this idea been imposed on us?
Who will be doing the Sacramental?
Who will be doing the coordinating?
Whose needs are we responding to?
How do we establish need?
How are other areas of the country utilizing Hispanic mobile ministry?

- In the Archdiocese of St. Paul/Mpls., we have eleven bilingual priests, two deacons and many other lay ministers available. Is there a real need for this proposal? Jose pointed out that at times it is difficult to get a priest or deacon to assist with prison ministry.
- The Board also agreed that it and the Hispanic Ministry Office work for all Hispanics alike and not for a specific Hispanic ethnic group.
- Eustolio moved and Juan seconded that we follow the Executive Committee's recommendation that we merge the three proposals that were not reviewed further with the statewide plan in collaboration with the SSAC. The motion carried.
- Jose indicated that there was a meeting scheduled with the SSAC for Feb. 2nd or 3rd. Ana Maria, Eustolio and Carl would attend this meeting along with Elsa and Jose.

Review and prioritize 1989-91 Mission/Objectives for the Office of Hispanic Ministry

- Eustolio moved and Carl seconded that one entire meeting should be dedicated to review and prioritize 1989-91 Mission/Objectives. The motion carried.
- Ana Maria moved and Carl seconded that Father Pierre come to facilitate this meeting. The motion carried.
- Jose will call Fr. Pierre for February 22nd meeting.

Hispanic Ministry Advisory Board Annual Meeting May 24, 1989

- Selection committee for new Board members was formed. Raquel, Chairperson. Other members: Ana Maria, Phil, and Jose.
- Raquel moved and Eustolio seconded that we change meeting date to the first Wednesday of the month beginning August 2, 1989. The motion carried.
- The Board agreed to wait for a recommendation from the selection committee in regards to including youth representation on the Board.

Director's Report

- Budget report to the Commission of Archdiocesan Programs is scheduled or Thursday, February 9, 1989 at 5:40 P.M. at the Chancery Office. Jose asked for members from the Board to come to this meeting. Eustolio and Raquel will be able to attend, they are to meet at the Hispanic Ministry Office at 5:15 P.M.
- Jose distributed flyers about the Hispanic Ministry Office and surveyed members of OLG at weekend liturgies. He received 60 responses to assist in some form of ministry. He plans to do this at the other parishes that have Mass in Spanish.
- 1988 Hispanic Pastoral Institute follow-up is scheduled for February 3rd and 4th at Dunrovin Retreat Center at Marine-on-St. Croix. Sr. Rosa Marta Zarate will facilitate.
- Jose announced the dates for the 1989 Hispanic Pastoral Institute
--July 30 - August 6, 1989, School of Divinity at the College of St. Thomas.

Open Forum

- Ana Maria suggested that more of an effort be made to begin promptly at 7:00 P.M. The consensus was that if there was no quorum by 7:15 P.M., the meeting should be cancelled.

The meeting adjourned at 9:40 P.M.

Respectfully submitted,

Phil Nache, Chair

Serving on the Archdiocesan Hispanic Ministry Advisory Board is an opportunity to help guide the spiritual direction of our local Hispanic community. If you are interested in getting more information, please contact the Archdiocesan Office of Hispanic Ministry at 291-4480.

If you feel you may want to get involved, call today for further information. Remember, there is no obligation to find out more.

Below is a list of meetings scheduled for the upcoming year.

HISPANIC MINISTRY ADVISORY BOARD 1989-90 Meeting Schedule

Wed., June 7, 1989
Chancery Annex
Annual Meeting
Archbishop Roach presiding
at commissioning

Wed., August 2, 1989 (tentative)
College of St. Thomas
Hispanic Pastoral Institute

Wed., Sept. 6, 1989
Chancery Annex

Wed., Oct. 4, 1989
Ascension

Wed., Nov. 1, 1989
Chancery Annex

Wed., Dec. 6, 1989
Ascension

Wed., Jan. 3, 1990
Chancery Annex

Wed., Feb. 7, 1990
Ascension

Wed., March 7, 1990
Chancery Annex

Wed., April 4, 1990
Ascension

Wed., May 2, 1990
Chancery Annex

All meetings 7:00-9:00 p.m. (except annual meeting)

Ascension Parish
1723 Bryant Avenue N.
Minneapolis, MN. 55411
529-9684

Chancery Annex
329 W. Kellogg Blvd.
St. Paul, MN. 55102
291-4480

HISPANIC MINISTRY BOARD MEETING
MINUTES

April 26, 1989
Ascension Church
Minneapolis, MN

Members Present: Elsa Vega-Perez, Carl Valdez, Eustolio Benavides and
Phil Nache

Members Absent: Ana Maria Brown, Raquel Cervantes-Bethke, Juan Linares,
Roberto Reyna,

1. Motion to approve minutes: minutes approved.
2. Upon review of the minutes, discussion followed on recognizing board members that had completed their terms. It was proposed and agreed that the Office of Hispanic Ministry consider recognizing long term members with a commemorating plaque (ask Phil) Mr. Nache will follow-up with Jose Carrera to discuss possible costs.
3. New Members: Nominating committee submitted the following names for participation on the Ministry Board. Carl moves and Eustolio seconds: The following names will be suggested to the Archbishop for appointment.

Mr. Felipe Ramirez
Ms. Mary Nawrocki
Br. Gus Schloesser
Fr. Luke Mikshel

Motion carries.

4. Annual Board Meeting: Date June 7, 1989, Bishop Ham will attend. Mr. Nache appointed a committee to plan the event along with the Executive Director, Mr. Carrera. Carl, Elsa and Phil were appointed.
The following plans have been proposed: Invite the community. Location will be the Annex, food will be catered, new members will be commissioned, recognition of exiting members, present priorities to Bishop Ham prior to meeting.
5. New members Orientation: Eustolio will coordinate a Ministry Board orientation after the annual meeting.
6. Hispanic Ministry Board Priorities: Members reviewed the priorities submitted by the Executive Committee. Amendments were made and will be given to the Executive Director so that he prepare them in a formal document and present them at the next board meeting and sent to the Archbishop.
7. There being no further business, meeting was adjourned

Respectfully submitted: Elsa Vega-Perez

PRIORITY #1

Evangelization

Goal: To bring to the Hispanic people the word of God in ways that are culturally and linguistically appropriate. By being agents of Pastoral Action and prophets of change and hope.

- Objectives:
1. To attract the Hispanic people to the Catholic Church and to keep those who are already part of our church community.
 2. To make present the word of God and a spirit of community among the many Hispanic farm workers of the area (state, etc.)
 3. To be present among the Hispanic inmate population to bring to them God's hope.

Action Plan

- A-1. To continue develop and promote programs or activities that would help prepare lay and ordained people to minister to Hispanics. programs include: 1. Summer Hispanic Pastoral Institute, 2. Internships with colleges, 3. Supervised work with volunteers, 4. Continuous information sharing-videos, articles, etc. etc.
- B-1. To continue to have Spanish Masses and cultural celebrations throughout the archdiocese. Current participating parishes include, (Holy Rosary, Ascension, St. Adalbert, East Side, etc.

To implement a process of home and hospital visitations.

To maintain and expand Spanish Worship at the different prison institutions.

To coordinate a "coalition effort" among other dioceses to more effectively attend to the evangelizational needs of the Hispanic farm workers.

To foster cooperation with our Lady of Guadalupe Youth Program to plan for programs and activities that might evangelize the Hispanic youth.

To periodically invite the Hispanic community to take part in retreats, conferences, workshops, meetings, that address issues of spirituality and Christian values, etc.

To foster communication with other Christians to share resources when necessary.

PRIORITY #2

LEADERSHIP/FORMATION

Goal

1. To develop, and promote Hispanic Ministry leadership formation within the Archdiocese of St. Paul/Mpls.
2. To support and promote our current Hispanic leadership.

Action Plan

Use of personnel

15 trained ministers

Use of personnel plan - lay, religious, priest, deacons

Obtain more paid staff

Volunteers

Supervised experience for volunteers

Process to identify potential community leaders

Develop directory of Hispanic Ministry

Educational

Pastoral

Internship of college students

Increase lay pastoral ministry

Other for all to do

- Promote priestly and lay vocations
- to insure Hispanic leadership at all decisions levels
- statewide search for labors in Hispanic Ministry

PRIORITY #3

YOUTH AND FAMILY

Goal

To identify the needs of Hispanic youth as they relate to bi-cultural Christian family values, and bring forth the presence of Hispanic youth in the archdiocese

Objective

1. To assess the need of Hispanic Christian youth by (1989-90)

Action Plan

1. To hold a youth conference planned and organized by youth on issues affecting them today (i.e.) family life
 - drugs
 - sex
 - education and careers
 - church

Responsibility

Our Lady of Guadalupe Program
Archdiocesan Youth Program
Hispanic Ministry Office

2. To develop a comprehensive Hispanic youth program based on the needs assessment.

Action Plan

To formalize a youth committee that will be able to advise on program content.

Responsible

Hispanic Ministry Office
Our Lady of Guadalupe Youth Program

By 1991 propose youth program to archdiocese Hispanic Ministry Board.

3. To develop Hispanic youth ministry program defining bi-cultural values within church i.e. - Mass, communion, baptism, holy matrimony, confirmation, 15 years.

By 1991-1992

Responsible Hispanic Ministry Office

4. Train 25 youth from 11-25 years old in youth ministry program

Responsible

Our Lady of Guadalupe
Hispanic Ministry Office

PRIORITY #4

Justice

Goal

To be an effective advocate for social justice.

Objective

To identify and address the most pressing needs for justice in the Hispanic American culture.

A) By 1990 we will have identified the basic justice needs in our community, by action steps:

Researching our needs for: "(Not prioritized)"

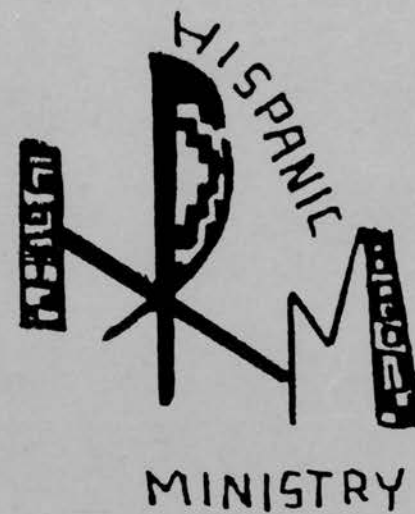
1. Access to existing Hispanic social services without discrimination among ourselves.
2. Removal of racist barriers
3. Justice for women
4. Advocacy and guidance on political concerns
5. Influence in policy making within church structures
6. Solidarity with our brothers and sisters in Mexico, Central America South America, and Caribbean.
7. Outreach to unchurched, margined and alienated
8. Protection of the human rights of Hispanics - Civil, political, and economic

B) By 1991 we will have addressed the most pressing needs for justice that we have identified in 1989 by action steps:

1. To develop a program for Hispanic men and women to be able to access church structures.
2. To develop a speakers bureau for advocacy regarding
 - Political concerns
 - Church policy
 - Inclusive language
 - Equal employment
 - Educational opportunities

- Prison reform
- Family violence
- Chemical abuse
- Immigration issues
- Needs of the elderly
- Police/community relations

3. To develop a network for solidarity with Mexico/Caribbean/Central and South American communities through financial assistance and prayer
4. To develop a program for outreach to the unchurched, alienated, marginated, homeless, and migrants
5. To develop additional ways to meet other needs identified in 1989.
6. To develop workshops on socioeconomic issues in collaboration with other agencies within the diocese.



HISPANIC MINISTRY ADVISORY BOARD

ANNUAL MEETING

JUNE 7, 1989

ARCHDIOCESE OF ST. PAUL/MINNEAPOLIS

CHANCERY ANNEX

ST. PAUL, MN

T H A N K Y O U:

OUT-GOING MEMBERS

Irene Gomez-Bethke
Roberto Reyna
Phil Nache

NEW MEMBERS

Fr. Luke Miksch^{sch}
Br. Gus Schloesser
Felipe Ramirez
Mary Nawrocky

CURRENT MEMBERS

Eustolio Benavides
Carl Valdez
Raquel Cervantes Bethke
Juan Linares
Ana Maria Brown
Elsa Vega-Perez

VICAR TO HISPANICS

Bishop Richard Ham, M.M.

OFFICE STAFF

José Carrera
Claudia Jaime

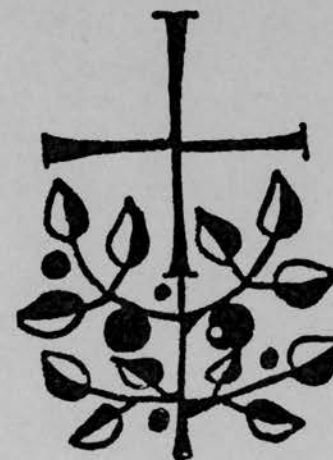
AGENDA

6:00 P.M. SOCIAL

6:45 P.M. DINNER

COMMISSIONING

GOALS OVERVIEW BASED ON GOALS/OBJECTIVES



HISPANIC MINISTRY ADVISORY BOARD
ASCENSION CLUB ROOM
1700 N. DUPONT AVENUE
MPLS., MN 55411
WEDNESDAY, MARCH 25, 1987
5:30 - 7:30p.m.

AGENDA

- Opening Prayer - Irene Gomez-Bethke
- Approval of Agenda and February Minutes
- Personnel Committee - Elsa Vega Perez
- English Only Bill - Jose Carrera
- Commissioning Ceremony - Fr. Jose Gutierrez
Carl Valdez
Irene Gomez-Bethke
- Prison Ministry - Justino Cruz
- Pastoral Plan - Elsa Vega-Perez
- Minnesota Migrant Coucil - Rosa Rodriguez
- Renew - Irene Gomez-Bethke
Eustolio Benavidez
- Proposal of Sr. Elsie Gamez, SSCM, assisting with Pastoral Ministry to
Hispanics in Minneapolis - Phil Nache
- 1. How or what are we doing to identify the Hispanic Community in other parts
of the Archdiocese beside the West St. Paul area?
- 2. What are we doing to help Hispanics meet their needs in their own parish?
(These questions were brought up at an earlier meeting by Tom Sanchez)
- School of Ministry - Jose Carrera
- Promotional Publication - Phil Nache
- Executive Director Report - Jose Carrera

*Phil,
I have to
come -*

HISPANIC MINISTRY ADVISORY BOARD
ASCENSION CLUB ROOM
1700 N. DUPONT AVENUE
MPLS., MN 55411
WEDNESDAY, MARCH 25, 1987
5:30 - 7:30p.m.

*Ascension!
Sept 23, 1987
5:30*

AGENDA

- Opening Prayer - Irene Gomez-Bethke
- Approval of Agenda and February Minutes
- Personnel Committee - Elsa Vega Perez
- English Only Bill - Jose Carrera
- Commissioning Ceremony - Fr. Jose Gutierrez
Carl Valdez
Irene Gomez-Bethke

*MA
MAP*

*specific function
tasks for one year - finishing*

- Prison Ministry - Justino Cruz - *2 letters -*

- Pastoral Plan - Elsa Vega-Perez

- Minnesota Migrant Council - Rosa Rodriguez

- Renew - Irene Gomez-Bethke - *mps.*
Eustolio Benavidez - *St. Paul*

*\$3 fringe \$13,000
Room / Board / Stipend*

NB

- Proposal of Sr. Elsie Gamez, SSCM, assisting with Pastoral Ministry to Hispanics in Minneapolis - Phil Nache

Budget?

- How or what are we doing to identify the Hispanic Community in other parts of the Archdiocese beside the West St. Paul area?
- What are we doing to help Hispanics meet their needs in their own parish? (These questions were brought up at an earlier meeting by Tom Sanchez)

- School of Ministry - Jose Carrera
- Promotional Publication - Phil Nache
- Executive Director Report - Jose Carrera

Hispanic Ministry Advisory Board

is a body appointed by the
Arch Bishop to advise the Office
of H M on matters regarding
the Hispanic Community. It is
to act as a catalyst in order
that the Archdiocese implement
programs of religious ministry to
the Hispanic Community. I.e.
in the
areas of social services, pastoral services,
sacramental care and education.