

Walking Together in Faith

OFFICES CLOSED

The Pastoral Center and diocesan offices will be closed December 25-January 1 for Christmas break.

FROM BISHOP MARTIN AMOS

They say that Thanksgiving is the most traveled week in the year. It is a time when families come together. It is a time when we reflect on the many ways in which we have been blessed—especially through others.

This Thanksgiving Day was particularly significant for me following so closely on my Installation as your new Shepherd on November 20. You are in a very real sense my new family.

There is so much for which I am truly thankful. So many of you have made me feel so welcome into my new family in the Diocese of Davenport. I want to thank all of those who made the Installation so prayerful and beautiful. So many details had to be attended to, and they were done with such grace and style.

DIRECTORY CHANGES

Email Address Changes:

Bishop Martin Amos: bishop@davenportdiocese.org
Bishop William Franklin: wfranklin@davenportdiocese.org
Deacon Jerry Timmerman: deaconjt84@peoplepc.com
Deacon Anton Tometich: tometichps@agristar.net

Mailing Address Changes:

Bishop Martin Amos: Diocese of Davenport, 2706 N. Gaines St., Davenport 52804-1998
Rev. Robert Brownfield: Oakwood Apt. 229, 4126 Northwest Blvd., Davenport 52806-4262
Rev. Msgr. Schmidt: 5510 Woodland Ave., Davenport 52807-3524 (new street number and +4)
Rev. Robert Shortall: 7100 Chase Oaks Blvd. Apt. 2313, Plano, TX 75025-5934

Phone Number Changes:

Rev. Robert Brownfield: 563-823-3659
Rev. Robert Shortall: 469-323-7823

PROTECTING GOD'S CHILDREN

Sessions are open to all adults in the Diocese of Davenport and are mandated for all employees and for those volunteers who work on a regular basis with children. If you have a need for a session please contact a facilitator in your deanery (listed on the diocesan website, www.davenportdiocese.org) or Virginia Trujillo, trujillo@davenportdiocese.org or 563-324-1912, ext. 256. Current training scheduled (as of November 28):

<u>Location</u>	<u>Date</u>	<u>Time</u>
Washington, St. James	12/02/06	9:45 a.m. (Spanish only)
Davenport, Assumption High School	3/11/07	3:00 p.m.
Davenport, Assumption High School	5/6/07	3:00 p.m.

To report child abuse contact: Iowa Department of Human Services Child Abuse Hotline: 800-362-2178 and if it involves clergy or church personnel also notify Alicia Owens, the Victim Assistance Coordinator, 563-349-5002, or vacdav@attglobal.net or PO Box 232, Bettendorf, IA 52722-0004.

COMMUNICATION

The diocesan website is being redesigned. If there is information you would like to see on the website that is currently unavailable or if you have comments or suggestions please e-mail Dc. David Montgomery at montgomery@davenportdiocese.org.

January Mini-Messenger: There will not be a January issue. We may send information to you during January as the needs arise. Our publication will resume in February.

FINANCE AND ADMINISTRATION

Finance . . .

Snow & Ice Precautions: Falls on steps and sidewalks increase during the winter season. Here are a few measures that should be considered to safeguard the people, facilities and ministries of our communities.

- Take special care to see that steps and sidewalks are clean and well tended.
- GuideOne Insurance has issued a **new directive** that each location must **keep a salt and sanding log book**. This will provide documentation in case of an accident.
- Have the employees responsible for snow removal wear the appropriate footwear.
- When possible, offer assistance to anyone who might have difficulty walking.

Calendar Year-End Filing Requirements: As the end of the calendar year approaches, you are reminded of the following required annual filings.

- **Donations** – Provide donors with written confirmation for any single contribution of \$250 or more by January 31. Although not required, it is recommended that all contributions be acknowledged.
- **Payroll** – Furnish each employee a completed W-2 by January 31. File form W-2 and the W-3 transmittal form with the Social Security Administration by February 28.
- **Non-Payroll Payments** – Provide individuals or entities to whom you made payments of \$600 or more during the calendar year for services, rents, commissions, fees or other non-employee payments with Form 1099 by January 31. File copy A of each Form 1099 with the IRS by February 28.

A more complete description of these annual filings, along with a worksheet for reconciliation between the W-2s, W-3, and the quarterly Form 941 will be sent to the pastors and bookkeepers in mid-December. Please contact Marjorie Gonzales, gonzales@davenportdiocese.org or 563-324-1912, ext. 229 for additional information.

PASTORAL SERVICES

Ministry of Stewardship . . .

You are invited to participate in the 2007 Stewardship Institute, the parish stewardship training program of the Diocese of Davenport. For more information, or to register, please email Dan Ebener, ebener@davenportdiocese.org.

Ministry of Service . . .

The 14th Annual Iowa Institute for Social Action will be held in Ankeny this year on January 14th & 15th. Traditionally held in Newton, greater ownership is being taken by the other three Catholic dioceses in Iowa to encourage greater participation from their respective dioceses. This year, the Des Moines Diocese has volunteered to host the event at Our Lady's Immaculate Heart in Ankeny (just north of Des Moines). The keynote speaker is John Carr, head of the Department of Social Development and World Peace at the USCCB. The event also includes workshops relating to public policy, embryonic stem cell research, the war in Iraq, immigration, hurricane Katrina recovery and more. For more information and to download bulletin inserts, brochures and registration forms, visit www.iowasocialaction.org.

SHARE Iowa: Would you or someone you know like to save money on groceries? SHARE encourages volunteer service, and in recognition of a service attitude, SHARE Iowa can offer you up to a 50% savings on nutritious food packages. To find out more about SHARE, check out the web site: www.shareiowa.com, email: shareiowa@lisco.net or call 1-800-344-1107.

Catholic Campaign for Human Development (CCHD): Thank you for your support of the CCHD collection. The Advent bulletin insert should have arrived in the mail by now. Please insert these in your bulletin this weekend, December 3, the First Sunday of Advent. We ask that you send in your CCHD collection to the diocese as soon as possible. We know that collections like this continue to trickle in, but if you send in the initial amount, that will allow us to make the local grants from the 25% that remains in the diocese. Thank you.

Pro-life Masses:

December 2 Sacred Heart Church, Moline, IL, 8:30 a.m., rosary before and after Mass and then at Planned Parenthood, Bettendorf

Ministry of Worship . . .

The Diocese of Davenport Liturgical Calendar for 2007 was included in the November issue of LiturgyNotes. LiturgyNotes is a monthly newsletter written by Deacon Frank Agnoli, director of liturgy for the Diocese and St. Ambrose University. If you wish to receive a copy of the November issue or receive LiturgyNotes monthly, contact Laurie Hoefling, hoefling@davenportdiocese.org.

Beginnings and Beyond Conference: July 19-22, 2007, St. John Vianney, Bettendorf. This experience immerses participants in the awe-inspiring rites of initiation, and is strongly recommended for all who minister in RCIA programs. Detailed registration and housing information will be made available as soon as it is ready. The Diocese of Davenport and the Archdiocese of Dubuque are co-sponsoring this Beginnings-Plus conference.

Rite of Election: In January, parishes will be asked to submit information regarding their attendance at the Rite of Election. Parishes, pastors and RCIA contact persons will receive an email requesting the data. If your RCIA contact person is new this year please send his/her email address to Laurie Hoefling.

Ash Wednesday: February 21, 2007

Rite of Election: February 25: Davenport; 3:00 and 6:00 p.m.
March 4: Ottumwa; 3:00 p.m.

Chrism Mass: March 27: 4 p.m., Sacred Heart Cathedral, Davenport

Easter Vigil: April 7. May not begin before 8:30 p.m. and must conclude by 5:30 a.m. on April 8.

Ministry of Word . . .

The Annual February Day of Reflection will be held in 2007 on February 27. The facilitator will be well-known author and presenter, Maureen Kelly. She will explore the topic of pastoral leadership. Location is to be determined. Registration information and flyer will be available at a later date.

The diocesan TEC (Teens Encounter Christ) retreat will be held February 17-19 at Bishop Hayes School in Muscatine. Adults interested in joining the team should contact Brian Caslavka at 563- 288-4120. TEC registration information will be available soon at www.davenportdiocese.org. Go to the Faith Formation page, youth ministry and TEC.

Youth Ministers Meeting: December 5. Youth ministry leaders from across the diocese meet on the first Tuesday of every month at 10 a.m. The site of this meeting has changed to the parish offices of St. Thomas More in Iowa City. To get to the parish from Dubuque St. (south on exit 244 if coming from 1-80), go west on E. Park Road, then left on Riverside, right on Grove St. (the church is at Riverside and Grove). Park in the lot south of church and walk over the footbridge to the parish offices.

Youth Ministry Leaders' Retreat: The annual diocesan youth ministry leaders' retreat will be held March 18-20 at Our Lady of the Prairie Retreat Center near Wheatland. A flier will be posted soon at www.davenportdiocese.org.

Generations of Faith: A two-day Generations of Faith Development Workshop will be held February 13-14, 2007, at St. Cecelia Parish in Ames. Generations of Faith is a model of lifelong, intergenerational faith formation being used by more than 20 parishes in our diocese and 1,500 across the United States and Canada. The workshop will introduce parishes to the GOF vision and guide them in implementing a lifelong curriculum for the whole parish community. Cost for the workshop is \$300, and parishes can bring as many members as they wish. Parishes will receive a complimentary one-year subscription to GOF online, a \$150 value. Lunch will be provided at an additional charge. The workshop runs from 9 a.m. to 3:30 p.m. each day. It is open to parishes in Iowa, as well as the Diocese of Winona, MN. If you wish to register, or for more information, contact Pat Finan.

NCYC Waiting List: “Discover the Way,” the 2007 National Catholic Youth Conference, will be held in Columbus, Ohio, November 8-10, 2007. The diocesan group size is now set. Parishes or individuals wishing to attend can contact Pat Finan at finan@davenportdiocese.org or 563-324-1912, ext. 242. They will be put on a waiting list and added to the diocesan contingent if and when space becomes available. Information on NCYC is available at www.davenportdiocese.org. Select the Faith Formation menu, youth ministry, and then NCYC. The site includes a thorough welcome memos with important details about the conference, its costs and logistics.

Upcoming Dates:

- December 5: Diocesan meeting of Youth Ministry Coordinators, 10 a.m., St. Thomas More, Iowa City
- February 17-19: Teens Encounter Christ (TEC) Retreat, Muscatine
- March 18-20: Diocesan Youth Ministry Leaders’ Retreat, Our Lady of the Prairie Retreat Center, Wheatland
- April 22-26: National Conference for Catechetical Leadership 2007 Conference & Expo in Columbus, Ohio.
Theme: **“Engaging This Catechetical Moment”**
- April 29: Diocesan Junior High Youth Rally, Regina High School, Iowa City

Marriage Preparation Weekends: The Registration Form is on the diocesan website, www.davenportdiocese.org. On the home page (left side) click on “Marriage Preparation Weekends.” Currently scheduled weekends are:

February 3-4: Bettendorf, St. John Vianney

Registration is \$125 per couple. For information about marriage preparation in our diocese or neighboring dioceses contact Barb Butterworth at 563-324-1912, ext. 265 or butterworthb@davenportdiocese.org or IlaMae Hanisch, 641-791-3435 or hanisch@davenportdiocese.org.

Ministry Formation Programs 2006-2007

Application forms and information packets for the following three training programs are available at: www.davenportdiocese.org. (home page, left side under programs, click on the name of the program)
Basic MFP Year II, Parish Life Administrator, Finance Administrator:

You may also request an information packet by contacting IlaMae Hanisch at hanisch@davenportdiocese.org or 641-791-3435. If leaving a voice message please leave your name, phone number and mailing address.

MFP- Basic Year II:

Want to become an “informed” leader in your parish? Just want to update and know more about your faith? This “basic” ministry formation program is open to those who want to grow in their faith. For ICN participants classes are 9 a.m. – 4 p.m. two Saturdays a month at ICN locations around the diocese. Non-ICN participants meet once a month for three hours and the schedule is determined by your group and its facilitator.

Dec. 2	Moral Themes	Dec. 16	Discipleship Themes
Jan. 6, 2007	Theological Themes I	Jan. 20	Theological Themes II
Feb. 3	Liturgical Themes I	Feb. 17	Liturgical Themes II
March 3	Spiritual Themes I	March 17	Spiritual Themes II
April 14	Legal Themes I	April 28	Legal Themes II

Registration Fee-Basic MFP Year II (8-month program): This includes most books, reading packet, instructor stipend & facilitator stipend (non-chancery staff) for non-ICN groups, retreat day, and ICN line use. It does not include food or transportation costs. Credentials may be reviewed to “waive” some course requirements. Contact IlaMae Hanisch for more information.

Parish Life Administrator Training and Formation Program:

Application deadline was August 1. Sessions are 8:30 a.m. - 2:30 p.m. at the Williamsburg Community Recreation Center; 939 S. Highland Street, Williamsburg (handicapped accessible with elevator, 2nd floor, meeting room A).

Dec. 16	Sacramental Preparation & RCIA I	Feb. 10	Sacramental Preparation & RCIA II
Jan. 13, 2007	Parish Leadership & Organization I	April 14	Parish Leadership & Organization I
March 10	Annulments	June 16	Preaching the Word I
May 5	Parish Life	Aug. 11	Lifelong Faith Formation
July 14	Preaching the Word II		

Concurrent with the above courses is the 12-month internship for Parish Life Administrators. Credentials may be reviewed to “waive” some course requirements. Contact IlaMae Hanisch for more information.

Registration Fee-Parish Life Administrator (12-month program): This includes reading packet, level one psychological evaluation, instructor & internship mentor stipends (non-chancery staff), retreat day, and site charges. It does not include food, books, or transportation costs.

Finance Administrator Training Program:

Sessions are 8:30 a.m. - 2:30 p.m. at the Williamsburg Community Recreation Center; 939 S. Highland Street, Williamsburg (handicapped accessible with elevator, 2nd floor, meeting room A).

January 13	Parish Leadership & Organization I	April 14	Parish Leadership & Organization I
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Concurrent with the above courses is a 6-month internship for Finance Administrators. Also required is Year II of the Basic MFP courses. Credentials may be reviewed to “waive” some course requirements. Contact IlaMae Hanisch for more information.

Registration Fee-Finance Administrator (4-month program): (Year II of MFP basic is also a requirement. See fee listed above for that program). This includes the reading packet, instructor & internship mentor stipends (non-chancery staff), retreat day, and site charges. It does not include food, books, or transportation costs.

ST. AMBROSE UNIVERSITY

Feast of St. Ambrose Vespers: December 10, 4:30 p.m., Christ the King Chapel, St. Ambrose University. The Most Rev. Martin Amos, Bishop of Davenport, will preside and deliver the homily at a Solemn Vesper Service to celebrate the Feast of St. Ambrose. The public is invited to this service which takes place as part of the celebration of the re-dedication of Christ the King Chapel.

CONTEMPLATIVE OUTREACH OF EASTERN IOWA

Advent Retreat: December 2, St. Andrew Church, Blue Grass, 9 a.m. - 3:30 p.m.

Silent Saturdays: January 20, February 10, March 10 at St. Anthony Church, Davenport, 9:30 - 11:30 a.m.

2007 Retreats: April 20-21 and September 21-22, Our Lady of the Prairie Retreat Center, Wheatland. This retreat is for those who previously have attended an “Introduction to Centering Prayer Workshop” or have been Centering for some time. Participants are welcome to attend one or both days. Early registration is suggested as the overnight accommodations for the Fall 2006 retreat were filled.

For information regarding these events please contact Lolita Dierickx, 563-285-7242.