



Capuchin Franciscan

Province of St. Joseph

Office of the Provincial Minister

1820 Mt. Elliott Street

Detroit MI 48207

18 November 2019

Dear brothers and partners in ministry:

Our provincial chapter is schedule to take place from 1-5 June 2020. Preparations for this event have been underway for quite some time already. An important component of preparations is the publication of triennial reports from the various offices, ministries and committees of the province. These reports serve by updating all members of the province regarding the status of the various ways in which we are performing our respective ministerial tasks, as well as indicating those aspects of our provincial life and ministry which need attention. These reports also serve as critical information for composing my own report to the chapter body.

On the next page is a listing of those offices, ministries and committees which need to submit a triennial report. There is also a link to the triennial reports from the previous chapter for those of you who wish to review what you or others previously submitted. Please note that although the triennial reports are *not* public documents, *they should not contain confidential information.*

Please take some time over the next several months to prepare your report(s). We ask that you limit your report(s) to two single-spaced pages.

You may submit your file in Word, WordPerfect or plain text formats. Please do *not* submit your file as a PDF document. Your report(s) should be sent via email to: tlauman@thecapuchins.org. Once our communications office has received and formatted all the reports, a compilation of will be sent to all friars, as well as to all of our partners who submitted reports. *All reports must be submitted by April 1, 2019* to be included for publication.

Thanks, in advance, for your help in preparing for our provincial chapter.

Fraternally,

Michael Sullivan, Capuchin
Provincial Minister

Triennial Reports Due by 1 April 2020

*Nota bene: Individuals are listed in alphabetical order. Those whose names appear in **RED** are responsible for more than one triennial report.*

Capuchin Communications: TL Michael Auman
Secular Franciscans: Lester Bach
Regional Coordinator for Milwaukee: Kent Bauer
Liturgical Commission: **Michael Bertram**
St. Francis Parish: **Michael Bertram**
St. Benedict Parish: **Michael Bertram**
Investment Commission: Pat Byrne
Initial Formation: **John Celichowski**
Continuing Formation: **John Celichowski**
Formation: John **Celichowski**
Regional Coordinator for Montana: Tien Dinh
Wellness Commission: Debra Van Ermen
Solanus Cause: Edward Foley
St. Lawrence Seminary: **Zoy Garibay**
Regional Coordinator for Calvary: **Pushparaj Alphonse**
Preaching and Evangelization: MJ Groark
Public Relations: Tim Hinkle
JPIC: David Hirt
Development: Kristi Houssana
Fraternal Collaboration: Bill Hugo
Capuchin Soup Kitchen: Jerome Johnson
Vice Prov of Arabia: Paul Koenig
Vocation Office: Steve Kropp
Capuchin Retreat: Binoy Nedumparampil
Regional Coordinator for Michigan: **Biju Parakkalayil**
Information Technology: John Parker
Human Resources: Jeff Parrish
Provincial Review Board: **Amy Peterson**
Pastoral Care & Conciliation: **Amy Peterson**
Solanus Center: David Preuss
Regional Coordinator for Chicago: Fred Cabras
Treasurer: **Diane Simpkins**
Finance Commission: **Diane Simpkins**
Provincial Minister: **Michael Sullivan**
Overseas Missions: **Michael Sullivan**
Buildings & Maintenance Comm: Al Veik
Capuchin Community Services: **Robert Wotypka**
Corporate Responsibility: **Robert Wotypka**
Archives: Junia Yassenov

Here is a link where you can review the triennial reports from our last chapter:

<http://www.sjpccommunications.org/images/uploads/documents/2017TriennialReports.pdf>

Note: Password = pcminutes