



Chancery Bulletin - Vol. 2, No. 10.3 | October 17, 2017

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Officials

No officials this week.



Events

As of Oct. 17

Tuesday, October 17

6:00pm [White Mass to Pray for Healthcare Professionals - La Crosse](#)

7:00pm [Webinar - Teaching the Way of Love: Authority](#)

Thursday, October 19

9:30am [Parish Round Table - Galesville](#)

2:00pm [Parish Round Table - Eau Galle](#)

3:15pm [Webinar - Principles Regarding the Human Person](#)

Friday, October 20

Iowa Testing Dates open - Oct 20-Nov 17

Saturday, October 21

7:30am [Married Love: Two Becoming One Retreat - Stevens Point](#)

Sunday, October 22

[World Mission Sunday](#)

Tuesday, October 24

9:00am [Diocesan Communication Workshop - Mosinee](#)

7:00pm [Webinar - Making Happiness a Habit](#)

Thursday, October 26

9:00am [Diocesan Communication Workshop - Independence](#)

Friday, October 27

[Married Love: Two Becoming One Retreat - Marathon - Oct. 27-28](#)

Saturday, October 28

[Men of the Cross Conference - Chippewa Falls](#)

Wednesday, November 1

[Solemnity of All Saints - Curia Offices Closed](#)

Saturday, November 4

[National Marriage Encounter Weekend - Eau Claire - Nov. 4-5](#)

8:00am -- CLOSED -- [Married Love: Two Becoming One Retreat - Marshfield](#) -- CLOSED --

Wednesday, November 8

10:00am [Advisory Council meeting - Marshfield](#)

Thursday, November 9

7:00pm [Webinar - Surviving Divorce](#)

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**Chancery Office**

Chancellor Very Rev. William Dhein – 608-791-2655 | wdhein@diolc.org

No items this week.

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Office for Catechesis & Evangelization

Director: Ann Lankford – 608-791-2658 | alankford@diolc.org

Handouts assisting Parents to prepare their Child for Sacraments

As some parishes are preparing the second grade children for the Sacrament of Reconciliation during Advent, it is essential that “parents should be fully engaged in the renewal of their own understanding of that Sacrament.” (Synod V, n. 146)
Our Hearts Were Burning within Us states that the first major goal of adult catechesis is to help adults develop a personal relationship with Jesus Christ. (See n. 69)
The following two handouts may be used in this regard.

[How does Prayer deepen our relationship with Christ](#)

[Why go to Confession](#)

Training and Resources available for students with Special Needs

If your parish or school has a student(s) with special needs, the diocesan long-term consultant Diane Hietpas is available to serve the student, teacher and parents. [Click here for the details](#). Grant money is available to help with the fees.

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Office for Communications

Director: Jack Felsheim – 608-791-2663 | jfelsheim@diolc.org

Reminder: Sign up for the Communications Workshop held next week

Oct. 24: 9 a.m – 3:30 p.m. [Mosinee](#)

Oct. 26: 9 a.m – 3:30 p.m. [Independence](#)

Attn: Bulletin Editors, Website Editors, and people interested in Social Media

Join us and Diocesan Publications for a hands-on workshop providing practical ways to improve communication and inspire your parishioners. We will discuss the specific roles that a bulletin, social media, messaging, and a website play in your parish outreach and give you ideas that will help you manage them. Register for the **St. Paul Parish** workshop in Mosinee or the **Sts. Peter and Paul Parish** workshop in Independence!

<http://myparishapp.com/communication-workshops>

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Office for Consecrated Life

Director: Sr. Donna Krzmarzick, ISSM – 608-791-2690 | dkrzmarzick@diolc.org

No items this week.

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Office for Marriage & Family Life

Director: Alice Heinzen – 608-791-2673 | aheinzen@diolc.org

NFP Mandate Begins December 4th

All clergy are reminded that the NFP Mandate begins with the new liturgical year. Who is required to take a Natural Family Planning course? Any couple of childbearing age who is preparing for marriage in this diocese whose prenuptial papers are filled out after December 3, 2017 (no matter where they are getting married).

Men of the Cross Conference – October 28th at McDonell High School in Chippewa Falls

We are putting the final touches on this year's Men of the Cross conference and want to make sure that the men of your parish have been personally invited. Take the time this week to ask 3-5 men from your parish family to attend. Register at menofthecross.org.

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Office for Ministries

Director: Christopher Ruff – 608-791-0161 | cruff@diolc.org

No items this week.

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Office for Missions

Director: Fr. Woodrow Pace – 608-791-2676 | wpace@diolc.org

Reminder - For Your Bulletin: This Weekend is World Mission Sunday, October 21-22, 2017.

We join every Catholic Parish around the world in prayer and support. The annual celebration helps young mission dioceses in Africa, Asia, the Pacific Islands, and parts of Latin America and Europe, where priests, religious and lay leaders serve the poorest of the poor. Checks may be written to the parish and submitted through the weekly collection or the parish office. This year, you are also invited to “Chat With The Pope” and learn more about his missions. Using Facebook Messenger, scan the World Mission Sunday poster on display in church with your mobile device, or learn more at ChatWithThePope.org

Thank you for all your efforts regarding World Mission Sunday. We realize in the Mission Office that much is demanded of your parishioners' time, talent and treasure in the Fall. Thank you for the confidence that, By God's grace, all this can be accomplished and more.

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Office for Pontifical Ceremonies

Director: Michael Haight – 608-791-2697 | ceremonies@diolc.org

Reminder: Fall Confirmations have begun! Pastors of parishes hosting Confirmations are kindly asked to watch their email inbox for detailed information. Please remember to complete all forms in full and return them no later than one week of the anticipated date of the ceremony. Any questions in regards to the liturgical celebration can be directed to the Diocesan Office of Pontifical Ceremonies.

Reminder: Liturgy Forms/Guidelines: Please be sure to read all the information sent in regards to the *Rite of Confirmation Liturgy* - most importantly the *Emcee Letter* and the *Ceremonial Guidelines for the Celebration of the Sacrament of Confirmation*. Both of these documents include new and updated information that will help make your Confirmation Liturgy go smoothly and with proper solemnity. One new guideline pertains to the reception of the gifts during the Offertory.

Reminder: Funeral Masses of Diocesan Clerics and their Parents: To better assist in the preparations for these funerals please respond to the email invitation sent from the Diocesan Office of Pontifical Ceremonies. Deans are kindly asked to contact the senior priests and senior deacons in their deanery to assist in their participation in attending the funeral. This helps ensure the proper number of vestments will be available and will also assist the host parish in the area of reserved seating needed for visiting clergy.

Reminder: Disposal of Old or Unused Liturgical Appointments: The Diocesan Office of Pontifical Ceremonies would be happy to receive statues, vestments, ritual books, altar cloths, candlesticks, or other forms of stationary that are no longer used, but in usable condition. Likewise, if you're looking for religious appointments feel free to contact the latter on availability. This program is working very well and many diocesan institutions are grateful for this effort.

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Office for Sacred Worship

Director: Christopher Carstens – 608-791-0161 | ccarstens@diolc.org

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Office for Safe Environment

Director: Msgr. David Kunz – 608-791-2689 | tbrown@diolc.org

DIOCESE OF LA CROSSE GUIDELINES FOR REPORTING INSTANCES OF CHILD ABUSE

The Diocese of La Crosse, through its [policies and procedures](#), seeks to provide a prompt, appropriate and compassionate response to reporters of sexual abuse of a child by any diocesan agent (employee, volunteers, vendors, religious or clergy). Anyone wishing to make

a report of an allegation of sexual abuse should send that report to the Most Reverend William Patrick Callahan, Bishop of La Crosse, at the Diocese of La Crosse, P.O. Box 4004, La Crosse, WI 54602-4004. Alternatively, you can contact Mrs. Karen Becker, Victim Assistance Ministry, 608-519-8002 or kbecker@cclse.org. The reporting form is available through the Diocese of La Crosse Office of the Vicar for Clergy or on the diocesan website at: www.diolc.org . **Individuals are also encouraged to take their reports directly to civil authorities.** Copies of the diocesan policy are available through your local parish and on the [diocesan website](http://www.diolc.org). If you have any questions about the Diocese of La Crosse and the implementation of the *Charter for the Protection of Children and Young People*, please contact Monsignor David Kunz, Vicar for Clergy, Diocese of La Crosse, at (608) 791-2679; or dkunz@diolc.org.

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Office for Catholic Schools

Superintendent: Thomas Reichenbacher – 608-788-7707 | treichenbacher@diolc.org

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Office for Social Concerns

Director: Christopher Ruff – 608-791-0161 | cruff@diolc.org

Respect Life Month: Good News

The US Department of Health and Human Services (HHS) recently announced a relaxation of the HHS contraceptive mandate for nonprofits and businesses opposed on religious or moral grounds. This provides relief to the Little Sisters of the Poor and many other organizations. Also, in a radical change of direction from the previous administration, the HHS has not only declared that human life begins “at conception,” but has made protecting citizens “from conception to natural death” one of its top priorities. Read more at www.diolc.org/respect-life.

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Office for Stewardship & Development

Director: Jeff Reiter – 608-791-2653 | jreiter@diolc.org

Diocesan Annual Appeal – Stewards of Hope

Many of you are aware that our Diocesan Annual Appeal reporting service GivingTrend has not been updating correctly, is double reporting gifts, and has been down since October 4th. We have been in contact with them and will let you know when this service is available. As of today, we do not have a date when the system will be back on line.

One of the issues we are experiencing, for those with multiple parishes, is the inability to access all of your parishes when you connect. I want to assure you that you do not need to sign up again as GivingTrend will restore your proper access.

Here is the progress as of Monday, October 16, 2017, with about a third of parishes yet to kick off.

- We have received \$1,528,745, up \$612,822 or 67% over last year for the same period
- We received gifts from 149 donors who have never supported the appeal before and received gifts from 296 donors who did not give last year but had given sometime in the past five years. This means we have 445 new or re-engaged donors already this year.
- There is a 57 % increase in the number of donors responding.
- Sarah, Kris, and Margot are doing a fantastic job of gift processing and they have been able to complete all gift processing by the end of each day. This ensures we will have the most up-to-date information available.

I am sorry for any confusion and frustration you may have experienced these past few weeks; we know you have come to expect better from us, and we have failed you. Please forgive us; we appreciate your patience as we work to make the appeal reporting process better.

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Office for Temporalities

Diocesan Finance Officer Marie Gernes – 608-791-2668 | mqernes@diolc.org

Diocesan Building and Grounds

Reminder: Asbestos Regulation Information and Conference December 8, 2017

Prior to 1980 asbestos was commonly used in the manufacturing of many building materials. Since asbestos is still present in many of our diocesan parish and school buildings today, consideration needs to be given to asbestos-containing building materials in the planning of your building projects and renovations. Asbestos was used to increase building material resiliency, help materials last longer, provide fire resistance, thermal insulation, chemical resistance and acoustical absorption. Because asbestos was used in so many building materials, it can often be found in carpeting, floor tiles, flooring adhesives/glues, window caulking, boiler and pipe insulation, old plaster/drywall, and old roofing materials. Sometimes asbestos is a matter of, “*you don’t know what you can’t see*”. As a result of this, hiring competent contractors who have asbestos training and awareness of how to identify potential asbestos containing materials, is very important. Also, having the building maintenance and grounds staff or others trained in asbestos awareness is very beneficial. There is a State of Wisconsin Asbestos Conference being held December 8, 2017 in Wisconsin Dells at the Kalahari Resort and Conference Center. This is a one day conference and the cost is \$45 to pre-register. More information can be found here:

<http://www.wisconsinasbestosconference.org/> Please share this information with the

appropriate staff. Note: this is not a state license certification, but rather an awareness training.

Any major renovation needs a pre-renovation inspection done by a State licensed asbestos inspector. Any demolition project is required to have a pre-demolition walk-through and inspection also done by a State licensed asbestos inspector. If previous renovations have been done to the building, there may already be asbestos records on file that can be reviewed. If you are unsure of whether your building contains asbestos, please contact the Office for Diocesan Buildings and Grounds at 608-791-2692 or email: khaverland@diolc.org.

Reminder: Free Training for QuickBooks

Hawkins Ash CPAs are providing free training on QuickBooks (Desktop Version). If your parish is currently using QuickBooks and would like to attend one of these trainings please use this [link](#) to register. If your parish is currently using QuickBooks (Online Version) there is a free webinar that is being held on November 3rd

St. Ambrose Financial Services Updates

Staff Update

Cheryl Cummings is the new Accounting Manager for St. Ambrose Financial Services. She started in this role on Monday, October 16. She will be responsible for managing the accounting processes for general ledger transactions, monthly financial statements, payroll processing, and systems administration. She will be working with various diocesan entities to assure coordination of workflow and seamless integration with deposits, loans and insurance products. Cheryl comes to us with parish level knowledge and experience, previously working at the tri-parishes of Sacred Heart Cashton, St. Augustine Norwalk and Nativity of the Blessed Virgin Mary St. Mary's Ridge.

Reminder: Interest Rates Effective 10/2/17

The interest rates have changed effective October 2, 2017 increasing by 5 basis points. Deposits will now earn 1.05% and loans will accrue interest at 1.80%.

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Office for Vocations

Director: Fr. Alan Wierzba – 608-791-2667 | awierzba@diolc.org

No items this week.

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Office for Vicar for Clergy

Director: Msgr. David Kunz – 608-791-2689 | tbrown@diolc.org

No items this week.

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Office for Youth & Young Adult Ministry

Director: Christopher Rogers – 608-791-2652 | crogers@diolc.org

No items this week.

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