**CAPUCHIN PROVINCE OF KRISTJYOTI**

D.2, Kausambi P.O, Ghaziabad, U.P, 201 010

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Prot. No.58/10/KJP/18 10 October 2018

**Subject: Extra Ordinary Chapter Preparation**

Dear Brothers,

Greeting of peace and joy!

I am happy to address you once again after the feast celebration of Our Seraphic Father Francis. Hope all of you had a meaningful celebration. I have seen the pictures of celebration in different communities in the watsap. A spirit of joy is seen in everyone’s face and may I wish that we continue the same in the coming days too.

Our Extra- ordinary Chapter is scheduled from 5th to 8th November at Jyotiniketan Minor Seminary. All preparations are in progress. We had a Council Meeting last week mainly for giving the final touch for the preparations for the Chapter. The council has made some committees for the smooth functioning of the Chapter. I request all the brothers to oblige by the decision of the Provincial Council in this regard. Kindly note the highlights of the meeting and I submit them for your perusal and action.

1. **Agenda committee**: Though the main agenda for the Chapter is updating of the Statues, we can also discuss any other important matter in the agenda. Brothers are welcome to suggest points for agenda if it is to be addressed without delay. You need to send your points to the Agenda Committee as early as possible, to say before 17th of November. The following brothers are assigned for Agenda Committee.

Br. Anand Batley

Br. Joseph Lakra

Br. Rijo John

1. **Chapter Secretary:** Br. Cletus Arimbur is proposed to be the Chapter Secretary.
2. **Recording Secretaries**: Br Baiju Chalakkal and Br. Albin Anthony is proposed to be the secretary and joint secretary respectively to record the minutes of the Extra Ordinary Chapter.
3. **Chapter Moderators:** The following friars are proposed to be the chapter moderators:

Br. Martin

Br. Thomas Pullatu

Br. Jabob Kaniyaraseril

Br. Pravesh Philip

1. **Drafting Committee:** The following friars are proposed to be in the drafting committee :

Br. Niamat Sidhu

Br. Sebastian Ullathottam

Br. Baiju Peruvakkunnel

1. **Br. Mobin Bose** will represent regents and philosophy students as an observer.
2. **Liturgy Committee**: The following brothers are entrusted with the Liturgy during the chapter:

Br. Thomas Menappattu

Br. Freddie A.C.

Br. Shinto

Br. Alphonse

1. **Food and refreshment Committee:** It was decided that the arrangements of food and refreshments during the chapter would be looked after by the local community under the guidance of Br. Jacob Kaniyaraseril.
2. **Sound System:** It was decided that sound system operation will be looked after by the following brothers:

Br. Lenin

Br. Jespin

1. **Acommodation:** The accommodation during the chapter will be looked after by Br. Josemon EJ and Br. Baiju Chalakkal.

Accommodation list is ready. If you have any preference of place and room facility please contact the above brothers immediately.

1. **Photography**: Br. Joseph Panthiruvelil is appointed as the official photographer to capture the Chapter proceedings.
2. It was decided that Br. Biju Choorapapadath who is on holidays from Calvary Province, Detroit will be participating in the Chapter as an observer.
3. The final draft of the Statues is prepared by the drafting committee and the same is approved by the Provincial Council. The draft will be sent to you all. Please go through it thoroughly before the chapter.
4. It was decided that the summary of the audited midterm financial report of the financial year 2016-2017 of different societies and schools run by the societies be presented to the Chapter. All the secretaries of the Societies are requested to present the report of the respective society; also all the managers of the schools and directors of other institutions are to present the midterm financial report. For more details kindly contact the Provincial Procurator or me personally. Br. Binu will also present the midterm financial report of the Province.
5. Br. Raymond is shifted to Holy Cross Hospital for better nursing care as he is hardly giving any response to the attending brothers in the seminary. He is fed through the tube and bed sore has appeared on his body. Normally our brothers in the minor seminary will not be able to take care of him in this condition. Kindly keep him and other sick friars in your prayer.

I request every one of you to pray to the Lord for the success of the Extra Ordinary Chapter. Let us all participate in it actively and let us work together for the Province and for the Order as a whole.

 May God bless you all.

 Yours Fraternally,



Br. Benoy Joseph

Provincial Minister