

OSB KELLY, JOHN_00001
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Certificate of Baptism



Go in Peace
and the Lord
be with You

CHURCH OF

St. Columbkille
Churdan, Iowa

~ This is to Certify ~

That John Dennis Kelly

Child of _____

and _____

born in _____

on the 28 day of October 1950

~ Was Baptized ~

on the 12 day of Nov. 1950

According to the Rite of the Roman Catholic Church

by the Rev. Geo. O'Brine

the Sponsors being _____

and _____

as appears

from the baptismal Register of this Church.

Dated March 13, 1974

Rev. John Schraier Pastor.

FOR NOTATIONS SEE REVERSE SIDE.

COTYER CHURCH SUPPLIES • LOS ANGELES • BC 101

OSB KELLY, JOHN_00002

NOTATIONS

FIRST COMMUNION Date.....
Church.....
Place.....

CONFIRMATION Date.....
Church.....
Place.....

MARRIAGE(S) To.....
Date.....
Church.....
Place.....

SUBDIACONATE Date.....
Church.....
Place.....

RELIGIOUS Date.....
PROFESSION Order.....
Place.....

Certificate of Confirmation



Church of

Corpus Christi

Fort Dodge, Iowa

∴ This is to Certify ∴

That John Mark Kelly
(BAPTISMAL NAME) (CONFIRMATION NAME) (SURNAME)

Son } of _____
Daughter } (FATHER)

and _____
(MOTHER)

was Baptized _____ 19

at _____
(CHURCH) (CITY) (STATE)

received the **Sacrament of Confirmation**

on April 24 1963
(MONTH) (DAY) (YEAR)

in the Church of Corpus Christi

at Fort Dodge Iowa
(CITY) (STATE)

in the Diocese of Sioux City

by the Most Rev. Joseph K. Mueller

the Sponsor being _____

Dated March 14, 1974

Issued by Louis J. Lynch

NO. 178 F. J. REMEY CO., INC., N. Y.

OSB KELLY, JOHN_00004

APPLICATION FOR THE NOVIATE

Full Name KELLY JOHN DENNIS
family name first name middle name

Address 1336 North 12th St. Fort Dodge, Iowa 50501 515-576-1774
street city, state zip, telephone

Date of Birth Oct. 28, 1950 Place of Birth Jefferson, Iowa

Name of Father _____ Living? Yes

Name of Mother _____ Living? Yes

Religion of Father Catholic Mother Catholic

Number of Brothers one-18yrs.old Sisters None
(give approximate age)

Were you always a practicing Catholic? Yes
(If not, explain)

Have you ever sought admittance to another religious order? No
(If so, state where, when, whether professed)

Were you ever married? No

Have you any debts or business involvements? No

Is anyone (relative) in need of your support? No

Are you liable, or have you been liable, to any civil court charges? No

How do your parents feel about your choice of religious life? Reserved

Have you decided to be a priest? Yes Or a Brother? No

State your reason (briefly) for entering religious life. It is the
people that I have known that have influenced me in my decision to
enter the religious life.

Are you aware of any influences or factors
which make your decision and choice to
enter religious less than free? No I am not.

How did you first learn of St. John's & Benedictine life? Through my
four years of college attendance at St. John's and the priests.

Signed
John D. Kelly
March 11, 1974



SAINT JOHN'S UNIVERSITY
College of Arts and Sciences
COLLEGEVILLE, MINNESOTA 56321

*Department of
Sociology*

March 22, 1974

Rev. Baldwin Dworschak, OSB
Vocations Director
St. John's Abbey
Collegeville MN 56321

Dear Fr. Baldwin,

Re: John D. Kelly

I have known John for three years and have had many conversations with him both in and outside the classroom. I was very happy to hear that he was in the process of applying for admission to your Order.

John is a very bright young man. He has no difficulty with class work. At the same time he is creative and innovative, but in a very mature sense. It is certainly a pleasure to talk to someone, interested in the religious life, who has such a good and sensible grasp of the tasks before him. I know that he has devoted a large amount of time in study and prayer before making his present decision.

John displays very wholesome character traits. He is very trustworthy and reliable and I am certain that he possesses the necessary traits for study and training in your Order.

In this day of confusion it is indeed very refreshing to see a young man, of John's quality, come along and show a strong and healthy interest in the religious life. I recommend highly.

Sincerely yours. . . A

Prof., Sociology, SJU

OSB KELLY, JOHN_00006



SAINT JOHN'S ABBEY

COLLEGEVILLE, MINNESOTA 56321

April 23, 1974

Dear Father Baldwin,

John Kelly asked me--a long time ago--to write this letter of recommendation for him. I have known John since September of 1971, since he was a friend of one of my student assistants living here on the floor. I have kept in close contact with him since that time, even since his graduation last year.

First of all let me give some of the negative characteristics, or characteristics which will give John some difficulty in living the community life. John comes from a small family and has had the treatment of a favorite son for many years. His family is fairly well off and John has not wanted for much of anything during his life. John secondly has a characteristic of being what might be called a bit of a busybody. He likes to meddle in other peoples affairs, likes to run things and is a bit of a martinet about how he wants things to be taken care of in the surroundings where he lives.

Yet there are good things about John. I think first of all that John takes correction well. We have discussed some of the difficulties that he may find in living the monastic way of life and he has listened carefully and I think has tried to make some realistic changes in his life style or at least in his thinking. He is secondly generous with his time and money. I think he would be ready to help almost anyone in the community, though at the same time he would be quick to make judgments about them. Thirdly I think that he is one that is not easily defeated or discouraged. People criticize him, sometimes mercilessly, but he always comes back for more. And I think finally that he makes friends rather easily, in spite of his somewhat abrasive qualities.

Taking everything into consideration, I think John will make a good candidate. He will be a candidate who will probably have many rough moments as a novice, but I would like to go on record as recommending him for entrance in to the novitiate.

Sincerely

OSB KELLY, JOHN_00007

To be made out by every postulant or candidate in accordance with Canon 648.

Declaration Concerning Remuneration

KNOW ALL MEN BY THESE PRESENTS, that I,

John Dennis Kelly
otherwise known as John Dennis Kelly
of Fort Dodge, in the County of Webster, and State of Iowa

IN CONSIDERATION of the law of the Roman Catholic Church concerning the remuneration of candidates, postulants, novices, and members of a religious community acknowledged by said Roman Catholic Church (*Codex Juris Can. 648*), which law I fully know and deliberately acknowledge and to which I voluntarily and fully submit myself, and

FOR AND IN CONSIDERATION of the benefits accruing to me as candidate, postulant, novice, or member of the approved religious community, incorporated as

Order of St. Benedict Inc. at St. John's Abbey and University
existing under and by virtue of the laws of the State of Minnesota

DO SOLEMNLY STATE AND DECLARE, that I shall never claim or demand, directly or indirectly, any wages, compensation, remuneration, or reward, either in specie or by way of annuity or pension, for the time or for the services or work that I devote for or with said

Order of St. Benedict Inc. at St. John's Abbey and University
during the time I may remain there or elsewhere in the name of or upon commission from said

Order of St. Benedict Inc. at St. John's Abbey and University

IN WITNESS WHEREOF I have hereunto subscribed my name this Twenty-fourth day of September, in the year of our Lord, 19 74

(Signature) John D. Kelly

This instrument was signed, published, and declared by the above named

John Dennis Kelly otherwise known as
John Dennis Kelly, in the presence of us, who in his

presence and at his request, and in the presence of each other, have hereunto subscribed our names as witnesses the day and year above written.

(Witnesses)

+

In the Name of Our Lord Jesus Christ

I, Brother John Kelly of Fort Dodge, Iowa,
Diocese of Sioux City, promise for one year,
before God and His Saints, in the presence
of our Father in Christ, Abbot John Eidenschink,
and the monks of this monastery, stability
in this community, pursuit of perfect charity
through a monastic manner of life, and
obedience according to the Rule of our Holy
Father Benedict and the laws of our Federation.

In witness whereof I have prepared this
document and signed it here at St. John's Abbey,
Collegeville, Minnesota, in the year of our Lord
1975, on the 11th day of July, a feast of our
Holy Father Benedict.

+ John Eidenschink, OSB
John D. Kelly

(over)

April 6, 1976

John Kelly

Brother John has been assigned the task of Guidance Director at the Prep School. along with that he has carried out a number of other tasks including supervision of the Day weekend program and the coordination of college level courses in the Prep school. He has been very busy at the Prep school, at times perhaps overly so. He has devoted himself to this task, it seems to me, with a good deal of enthusiasm and with his customary zest and humor. He seems to like to be with the students and seems to devote himself to them with zeal.

At the same time Brother John has been very faithful in all his monastic duties. He is regularly at choir and ~~Mass~~ and he is regularly at all Juniorsate functions. From my perspective he has been a good and sincere monk, a willing and effective worker, a lively and generous confrere. He is easy to talk to, open to ~~criticism~~ criticism, and genuinely desirous of doing what is expected of him. I support his application for renewal of ~~Mass~~.

promissory (for 2 years)

OSB KELLY, JOHN_00010

Received for three years on July 10, 1976.
John D. Kelly
+ John Eidenschick, OSB
John Kulas O.S.B.
Gordon Gandy OSB
Dale Lamberillo OSB
Steve Connolly OSB.

1977

INFORMATION FOR THE ARCHIVES OF SAINT JOHN'S ABBEY

NAME: John Dennis Kelly
(Religious) (Baptismal) (Family)

BIRTH: Jefferson Greene Iowa October 28 1950
(City) (County) (State) (Month) (Day) (Year)

YOUR PATRON SAINT: St. John the Baptist NAMEDAY: _____

TRIENNIAL VOWS: St. John's July 11, 1975 Abbot John Eidenschink
(Place) (Date) (Before Whom)

FINAL VOWS/OBLATION: St. John's July 11, 1978 Abbot John Eidenschink
(Place) (Date) (Before Whom)

ORDINATION: _____
(Place) (Date) (Bishop)

FATHER'S FULL NAME: _____

FATHER'S BIRTHPLACE: _____

FATHER'S NATIONAL DESCENT: Irish

FATHER'S RELIGION: Roman Catholic DATE OF BIRTH: May 27, 1917

HIGHEST LEVEL OF FATHER'S EDUCATION: High School

FATHER'S OCCUPATION: Laundry and Dry Cleaning (Owner) Retired
(When You Entered Monastery) (Now)

MOTHER'S MAIDEN NAME: _____

MOTHER'S BIRTHPLACE: _____

MOTHER'S NATIONAL DESCENT: Bohemian

MOTHER'S RELIGION: Roman Catholic DATE OF BIRTH: November 21, 1917

HIGHEST LEVEL OF MOTHER'S EDUCATION: High School

YOUR CAREER BEFORE ENTERING THE MONASTERY:

College 1969-73
Central Telephone Company 1973-74

EDUCATION	SCHOOL	FROM	TO	MAJOR	DEGREE	DATE
-----------	--------	------	----	-------	--------	------

ELEMENTARY: Sacred Heart Grade School 1958-62
Corpus Christi Grade School 1962-65

SECONDARY: St. Edmond High School 1965-69 High School 5-28-69

UNDERGRADUATE: St. John's University 1969-73 Sociology B.S. May 1973

THEOLOGY: St. John's University

GRADUATE:

POST-DOCTORAL:

OTHER:

Brother John Kelly

April 18, 1978

If there is any Junior who is known to the entire community it is probably John Kelly. And that is a tribute to his sociable and easy-going personality, his gregariousness, and his genuine interest in and concern for his confreres. He is, I think, a very solid community person; his circle of friends and associates extends far beyond the Juniorate.

Brother John is a very busy person, and his work schedule in the Prep School interferes to some extent with his monastic schedule. He is not in the Juniorate as much as the typical Junior is, but he is interested in the Juniorate, in his classmates particularly, and in the entire community. He more frequently will take his recreation in the other recreation rooms than in the Juniorate. In spite of the interferences posed by his Prep School responsibilities, Brother John is for the most part regular in choir. On the whole, he is present unless he is prevented by responsibilities in the Prep School (he is involved on some regular basis, for example in driving a bus) or in the fire station. He has been making special effort in this regard. He is less successful in community Eucharist, but he also takes the opportunity at times to attend Mass with the Prep Students.

Brother John is aware of the importance of private prayer and lectio, but to get this done in any systematic way remains a problem for him. He is not, I think, naturally inclined in this direction. His busy schedule often crowds this out. In any case, he prefers to meditate in a more informal manner, as, for example, during walks alone, which he likes to do. Brother John is a work-oriented person, and he does a vast amount of work very well. He likes the challenge of many responsibilities and the satisfaction of a job well done. There have been times, however, when he has felt himself overburdened. He probably still can use some support in recognizing the limitations of time and energy in terms of assignments and responsibilities accepted.

In spite of his ^{bright} ~~stiff~~ and breezy manner, Brother John is a serious-minded person, and I believe he has considered his application for solemn vows in a serious manner. He is work oriented, to be sure, but he is also devoted to the monastic spirit and to monastic principles.

Brother John's present responsibilities in the Prep School include: Director of Guidance and Counselling; Director of Physical plant and transportation; Management of the Snack Bar; one typing class. In addition, Brother John takes care of the ushering at the community Sunday Mass.

Brother John is deeply devoted to St. John's Abbey and to its apostolates. He works well with people; he is concerned about them; he interests himself with people in all segments of the community. He is likeable and easy to get along with. He will be a good community member. He is devoted to the monastic life. I can recommend him for solemn vows.

OSB KELLY, JOHN_00016



SAINT JOHN'S PREPARATORY SCHOOL
COLLEGEVILLE, MINNESOTA 56321

TEL. (612)-363-8316

HEADMASTER

MEMORANDUM TO: Brother John Kelly, O.S.B.
FROM: Father Alan Steichen, O.S.B.
DATE: July 5, 1978
RE: Summer Work Schedule

I am glad that we had a chance to sit down and discuss your work at the Prep School. I am most pleased that you will be continuing here. You are a good person to have around (even on those occasions when we don't agree with one another).

I am assuming that for the summer you are working for the Prep School on a 50 percent basis, which amounts to 20 hours per week. Your position is titled Director of the Physical Plant and Grounds. As such you will supervise our janitor, and insure that the building is properly cleaned. You will also be in charge of the student work program (summer) while is on vacation. You will supervise the grounds, making sure that the lawn is cut (by someone). Administratively, you will report directly to me.

We agreed upon the following special projects to be accomplished during this summer:

1. Determine the costs and timetable for closing off the wings of the school building (floors 1, 2 & 3). Report due 7/7.
2. Determine costs and timetable for upgrading our existing outside lights for the school & parking lot. Report due 7/28.
3. Hook up the coaxial cable for the television antenna in room 108. To be accomplished by 7/7.
4. Determine various options, costs and timetable for taking care of the floor in room 401. Report due 7/14.
5. Come up with recommendations on the Snack Bar for this school year. We have agreed to have a paid person run the snack bar this year, on an experimental basis. You should come up with recommendations on (1) hours snack bar is to be open; (2) hours director should work (in addition to #1); (3) should we have vending machines? (4) should we have pinball machines, and how much would it cost to enclose them and what is revenue; (5) what wage should the director be paid; (6) any suggestions for a director; and (7) would

OSB KELLY, JOHN_00017

you propose some budget for the operation. Your preliminary report is due 7/18. I hope you will also help select the director and get him/her started.

6. Determine cheapest way of installing 3 air conditioners in the Library. Report due 7/28.
7. Consult with _____ on physical plant concerns he has, and report them to me on 7/7.
8. Consult with Tom Andert on physical plant concerns he has, and report them to me on 7/7.
9. Experiment with the drainage problem in the academic tunnel. If you can carry on the project for under \$100, please go ahead with it. Due by 7/28.
10. Check with Happy Sleeper company (252-0650) to see about refurbishing our mattresses. Compare their cost to new mattresses. By 7/7.
11. Draw up a specific job description for your position as Director of Physical Plant and Grounds for the school year. You should consider yourself to be 50% in this position on a 12-month basis, although this specific job description need only cover the 9-month school term. Due on 7/28.
12. Draw up a specific job description for your position as College Counselor for the school year. You should consider yourself to be 50% in this position on a 9-month basis. You should include the procedures you will use in regard to (1) testing; (2) interviewing; (3) communication with parents; (4) communication with faculty; and (5) communication with the colleges. You should treat those five elements as they relate to sophomores, juniors and seniors, including some rough time table. Due by 7/4.

As I said to you John, please do not construe this lengthy memo as some kind of statement that I didn't like what you were doing last year. While there were a few times when I didn't agree with you, I really do appreciate what you are doing. But I knew that you agree that it is important to list as specifically as we can your responsibilities so that everyone knows exactly what you are doing, and you can more easily evaluate your work.

Since you have been dealing somewhat with Mrs. Abbott and Prior, I am including them in the distribution of this memorandum.

Thanks much.

cos. Abbot John
Prior Gordon

Fr. Tom Andert

LAST WILL AND TESTAMENT

IN THE NAME OF GOD. AMEN.

I, John Dennis Kelly
otherwise known as Brother John D. Kelly, O.S.B., being of legal age,
of sound mind and memory, do hereby make, publish, and declare this to be my last will and testament.

FIRST: I give, devise, and bequeath to

The Order of Saint Benedict, Inc. at
Collegewille, MN.

all property, real, personal, and mixed, which I now possess or which I may hereafter acquire;

SECOND: I hereby nominate and appoint

Abbot John Eidsenschink, O.S.B. and his
successors in the office of Abbot of Saint John's Abbey,
as the executor of this will, without bond or inventory. Collegewille, MN.

IN WITNESS WHEREOF I have hereunto set my hand this 7th day of July 1978

(Signature) John D. Kelly OSB

Signed, published, and declared by the above named John Dennis Kelly
otherwise known as Brother John D. Kelly, OSB., as his
last will and testament, in the presence of us, who in his presence and at his request, and in the
presence of each other, have hereunto subscribed our names as witnesses the day and year above written.

(Witnesses) Mark Thamerit, OSB.
Brother Gordon Erney OSB.

†

In The Name of Our Lord Jesus Christ

I, Brother John Dennis Kelly
of Fort Dodge, Iowa
Diocese of Sioux City

promise with solemn vows before God
and his saints, in the presence of
our Father in Christ, Abbot John
Eidenschink, and the monks of this
monastery, stability in this community,
pursuit of perfect charity through a
monastic manner of life, and obedience
according to the Rule of our holy Father
Benedict and the laws of our Federation.

In witness whereof I have prepared this
document and signed it here at St. John's
Abby, Colbyville, Minnesota, in the Year of
our Lord 1978, on the 14th day of July, a feast
of our holy Father Benedict. John D. Kelly
+ John Eidenschink, O.S.B.

BROTHER JOHN KELLY, O. S. B.

2 August 1978

Dear Brother John:

You have forgotten to give me the information I asked for when you made your last will and testament, namely: the date and place of your birth, the date and place (name of parish) of your baptism. I would appreciate your putting this information in my mail box one of these next days. I should write to the pastors without further delay.

Devotedly yours,

John

John

OSB KELLY, JOHN_00021

11 August 1978

The Pastor
Saint Columbkil1's
Churdan, Iowa 50050

Reverend and dear Father:

To fulfill the obligation of Canon 576, paragraph 2, I wish to inform you, so that you can make the proper notation in the baptismal records as required by Canon 470, paragraph 2, that

BROTHER JOHN KELLY, O.S.B.

was born in Jefferson, Iowa, on 28 October 1950, and who was baptized as John Kelly on 12 November 1950 in Saint Columbkil1's Church in Churdan, Iowa, professed SOLEMN VOWS for Saint John's Abbey on 11 July 1978.

With every good wish, I am

Sincerely yours in Christ,

John Eidenschink, O.S.B.
Abbot

JE/ev

John D. Kelly
St. Columbkil1's
Churdan, Iowa 50050
BD 10-28-50
Bapt. 11-12-50

OSB KELLY, JOHN_00022

St. Columbkille Church
Garden, John 50050

ST. PATRICK
MISSION

August 14, 1978

PHONE
712-685-3625

Abbot John Eidenschink, O.S.B.
St. John's Abbey
Collegeville, Minnesota

Most Reverend and dear Abbot,

I was very happy to hear
that Brother John Kelly professed
his solemn vows this summer.

I have made the proper
notations in the Baptismal
record.

We will put something
in the Bulletin this Sunday.
A couple of our parishioners are
proud alumni of St. John's.
We are trying to get our
boys interested in the
University.

Sincerely

Fr. John Schiavel

BROTHER JOHN KELLY, O. S. B.

17 May 1979

Dear Brother John:

Just a brief note to tell you that I have checked through the job description for the Director of Administrative Services at our Prep School. I am happy to know that you are willing to accept this position, and I formally appoint you to this position. I hope that you will be happy in your work and that you will continue to thrive in all ways.

With the prayer that God bless you, I am

Devotedly yours,

Abbot

JE/ev

OSB KELLY, JOHN_00024

MEMO TO: Brother John Kelly, O.S.B.
FROM: Abbot Jerome Theisen, O.S.B.
DATE: 10 July 1984

Thank you for your willingness to assist Mr. Broadwell in the maintenance of the buildings and grounds of Saint John's Preparatory School! As I understand it you would assist him when he calls upon you for special needs. I am happy that you will continue to maintain the cars and vans of the prep school, that you will act as bus driver, that you will serve as faculty resident in Saint John's University, and that you will coordinate the charters of Saint John's University. I am happy that you will also respond to fire calls as needed and that you will assist in the garage according to need. This does not sound like a sabbatical year but I hope that you have some time for yourself and for personal reading!

JT/ev

Position Description
Executive Director of Saint John's University Sports Camps
Page 2

4. Responsible for approving each summer sports camp.
5. To request the annual budget for the camps, including funds needed for capital renewal purposes.
6. To receive and deposit monies in the Corporate Business Office; respond to inquiries and answer mail on a daily basis; approve invoices and other expense vouchers for payment through the Business Office.
7. Responsible for all equipment which is used or purchased by the camps and to see that facilities are ready for use (i.e. for the wrestling camps it may be necessary to locate, transport, and set-up mats; for volleyball it may be necessary to improvise so that both the courts and equipment meet regulations and standards).
8. To coordinate in advance of advertising the calendar and rates, including housing and dining services, with the appropriate parties for both participants and staff.
9. To keep a permanent record of all participants to include names and mailing addresses for four years after the participant last enrolled in a camp; to keep complete records on each camp which are to include the names and addresses of students and parents; pictures; instructions given at that particular camp, etc.
10. To coordinate the calendar for the camps with Dining Service and the Admissions Office, as applicable.
11. Responsible for setting guidelines for the general safety, health and welfare of participants and staff at the camps.
12. Responsible for setting up guidelines for use of campus recreational facilities of participants at the camps.
13. Perform related duties as assigned.

Position Description
Executive Director of Saint John's University Sports Camps
Page 3

MINIMUM DESIRABLE QUALIFICATIONS:

1. A college degree with experience in management and interpersonal relations desirable.
2. Sufficient number of years of experience in either directing or coordinating sports camps.
3. A philosophy to increase sports skills in all participants.
4. A willingness to live on campus during the entire sports season.
5. Flexible hours during the time when camps are scheduled.
6. Ability to seek out and meet the varying needs of the participants.

ADDITIONAL REQUISITES:

1. Team worker with program coordinator skills.
2. Project a positive image of service which is representative of the Executive Director, Summer Sports Camps.
3. Understands the character and mission of St. John's and the Benedictine community.
4. Competence and confidentiality usually expected at this level of responsibility.

COMPENSATION: To be determined by the Vice President of Administrative Services in consultation with the Executive Director

EXECDIR.SUM-2

04-18-85
Reviewed and accepted
by Personnel Services.

ADMINISTRATIVE Pre-Contract Data Form SJU x
CSB _____
Other _____

Academic Year: 1984- 1985
Preparation Date May 6, 1985

ORDER OF ST. BENEDICT, INC.
Personnel Services Office
Collegeville, Minnesota

Personnel Office Use

Personnel Office Use

Contract Returned and Verified By _____ Date _____ Retirement Plan Eligibility Date _____ D.I. _____
--

ID # _____ Dept. # _____ Monthly Salary \$ _____ Month Start _____ Yr. _____ Month End _____ Yr. _____

TYPE OF APPOINTMENT: (Circle one of each Column) FT. Lay Special App't.
PT. Religious Sponsored Prog.

Name of Administrator <u>Br. John Kelly</u>	Dept. <u>Residential Programs</u>
Address <u>St. John's Abbey</u>	City _____ St. _____ ZIP _____
Position <u>Freshman Faculty Resident</u>	Pos. Control # _____
Classification: Indicate if Executive, Administrative, Middle Management, Professional, Para-Professional	_____
Indicate if Tenured or Non-Tenured	_____
Years in Service at St. John's New Contract INCLUSIVE	_____
Date of original employment	_____

Give Breakdown of Responsibilities by Fraction: 2/7 - FFR

Salary Information		Contract Duration			
Base Salary	\$ _____	FROM:	<u>7</u>	<u>1</u>	<u>84</u>
Add Merit Increase	+ \$ _____		Mo.	Da.	Year
Actual Salary	\$ _____	TO:	<u>6</u>	<u>30</u>	<u>85</u>
Paid in How Many Equal Payments	<u>n/a</u>		Mo.	Da.	Year
Payroll Begins in the Month of	<u>n/a</u>				
Special Notes:	_____				

Vice Pres. _____

Date 5/6/85 Budget Officer _____

Date 5-6-85

(PSO-2/81)

OSB KELLY, JOHN_00029

AGREEMENT FOR TERM APPOINTMENT OF ADMINISTRATIVE SERVICE

Saint John's University, Collegeville, Minnesota, called "University," hereby employs Br. John Kelly, called "Appointee," a member of the Order of Saint Benedict upon the following terms and considerations:

1. Appointment: Appointee is appointed as Freshman Faculty Resident in the service of the University with the duties and responsibilities defined in the position description, as amended and as may subsequently be amended.
2. Time: Appointee's employment will be 2/7ths time.
3. Compensation: Appointee's salary will be paid in accordance with a base salary of \$ _____ (includes across-the-board increase) contingent on projected levels of revenue not falling significantly below the levels budgeted for 1984-85. Appointee's actual salary of \$ _____ will be budgeted by the University to the Order of Saint Benedict for services rendered by it under this appointment.
4. Duration: The duration of the agreement is from the 1st day of July, 1984, through the 30th day of June, 1985.
5. Fringe Benefits: As additional compensation hereunder Appointee shall receive such fringe benefits as are from time to time promulgated for the Administration by the University. The dollar equivalent of these benefits will be budgeted by the University to the Order of Saint Benedict for services rendered under this appointment.
6. Nonrenewal: In the event of nonrenewal, Appointee will be given the following notice in writing:

In their first year of service, not less than three months before the expiration of their contract.

In their second year, not less than six months before the expiration of their contract.

At least twelve months before the expiration of an appointment after two or more years of service in the University.
7. Faculty and Administrative Handbook: The provisions of The Handbook for Faculty and Administration of Saint John's University, Collegeville, Minnesota, 1974, and other policies pertaining to this function, as amended and as may be subsequently amended, and not in conflict with this contract, are hereby incorporated by reference and made a part of this agreement; and both University and Appointee agree to be bound by the rules and regulations contained therein.

III 84-85 R FT

OSB KELLY, JOHN_0030

BROTHER JOHN KELLY, O.S.B.

16 June 1986

Dear Brother John:

Thank you for arranging the transportation for the bishops and the delegates of the General Chapter! Everything seemed to be managed very smoothly. A number of bishops and members of the Chapter came up to me to express their thanks for being on campus and for the way in which they were received. Thank you for the extra work of these past ten days!

Fraternally,

Abbot Jerome Theisen, O.S.B.

JT/ev

OSB KELLY, JOHN_00032

FACULTY FTE/Contract Data Form SJU
 CSB
 SJP

Academic Year: 1987 - 1988

Preparation Date 3-29-87

ORDER OF ST. BENEDICT, INC.
 Personnel Services Office
 Collegeville, Minnesota

Personnel Office Use

Contract Returned and Verified By: N/A
 Date: N/A
 Retirement Plan Eligibility Date: SJU D.I. _____

Personnel Office Use

ID # _____ Dept. # 44/626-05
 Monthly Salary \$ _____
 Month Start _____ Yr. _____
 Month End _____ Yr. _____

TYPE OF CONTRACT: (Circle one of each column) FT. (PT) Lay Other Religious St. John's Monk Special Appointment Term Tenured

Name of Faculty Member Brother John D. Kelly, OSB Dept. Director of Administrative Services

Address ON FILE City _____ St. _____ ZIP _____

STATUS: If Faculty Indicate Rank: Instructor, Ass't Professor, Assoc. Professor, Professor, As Above
 If other Indicate: Lecturer, Adjunct, Visiting, Emeritus

Years In Rank; New Contract Year INCLUSIVE: twelfth

Indicate If Tenured or Non-Tenured: Non

Date of Original Employment: ON FILE

Years In Service at St. John's New Contract INCLUSIVE: (At rank of Instructor or higher) twelfth

Total Years In Service, New Contract INCLUSIVE: (Total years = Service at SJU + accepted Service at other Institutions at rank of Instructor or higher) n/a

Term Appointment ONLY: Should Appointee be subsequently considered on Tenure Track, the fulfillment of this contract would constitute how many years FTE toward Tenure? (If none indicate "0") N/A

Give Breakdown of Responsibilities by Fraction: 80% Admin's trative Services

Salary Information		Contract Duration	
Base Salary:	\$ _____	FROM:	<u>July 1 1987</u>
Actual Salary:	\$ _____		Mo. Da. Year
Base Salary Includes Inequity		TO:	<u>June 30 1988</u>
Adjustment of: \$ <u>0</u>			Mo. Da. Year
Paid In How Many Equal Payments:	<u>n/a</u>		
Payroll Begins in the Month of:	<u>n/a</u>		
Special Notes: _____			

Headmaster _____ Date _____ Budget Officer B. J. D. Kelly Date 4-6-87

OSB KELLY, JOHN_00033

Administrative Pre-Contract Data Form SJU X
Other _____

Fiscal Year: 198 8 - 198 9

ORDER OF SAINT BENEDICT
Personnel Services Office
Collegeville, Minnesota

Pending Benefits

Pension _____ Date Eligible _____
 First Time calculation:
 Inst. _____ % _____
 Ind. _____ % _____
 Long Term Disability _____ Date Eligible _____
 Health, Life, Dental _____ Date Eligible _____

Salary Detail

ID # _____ Dept. # _____
 Monthly Salary \$ OSB
 Month Start OSB Year _____
 Month End _____ Year _____

TYPE OF APPOINTMENT: (Circle one in each Column)

FT _____ Lay _____ Special App't. _____
 PT OSB Sponsored Prog. _____
 Outside Religious _____

Appointee Br. John Kelly
 First Middle Initial Last
 Address _____ City _____ State _____ ZIP _____
 Position Title Executive Director of St. John's University Sports Camp Appointment Type _____
 Years In Service at Saint John's New Contract INCLUSIVE _____
 Date of Original Employment _____
 Indicate if Tenured or Non-Tenured _____

Breakdown of Responsibility

Fraction 15% Dept. Sports Camps
 Fraction _____ Dept. _____
 Fraction _____ Dept. _____

Salary Information

Base Salary	\$ <u>n/a</u>	Contract Duration			
Base Salary includes Supplemental		From:	<u>10</u>	<u>1</u>	<u>88</u>
Adjustment of \$ _____			Mo.	Day	Year
Actual Salary	\$ _____	To:	<u>9</u>	<u>30</u>	<u>89</u>
Number of Equal Payments	<u>n/a</u>		Mo.	Day	Year
Payroll Begins in the month of	<u>n/a</u>				

Remarks: _____

Executive-In-Charge _____ Date _____

Budget Officer 4/20/88 Date
 Auditor _____ Date
 Personnel Services _____ Date

OSB KELLY, JOHN_00034

Saint John's Preparatory School
Faculty & Administrative

Academic Year: 1988 - 1989

Preparation Date 3-25-88

ORDER OF ST. BENEDICT, INC.
Personnel Services Office
Collegeville, Minnesota

Personnel Office Use

Contract Returned and Verified By
Date <u>7-7-88</u>
Retirement Plan Eligibility Date <u>D.I.</u>

Personnel Office Use

ID # _____ Dept. # _____
Monthly Salary \$ _____
Month Start _____ Yr. _____
Month End _____ Yr. _____

TYPE OF CONTRACT: (Circle one of each column) PT. St. John's Monk Term

Name of Faculty Member Br. John D. Kelly, OSB Dept. Administrative Services

Address St. John's City _____ St. _____ ZIP _____

STATUS: Director of Administrative Services

Indicate if Tenured or Non-Tenured: Non - Tenured

Year of Service to the School; new year inclusive thirteenth

Date of Original Employment On File

Total Years in Service; new year inclusive (Total years = Service at SJP + accepted service at other institutions.) thirteen

Lane & Step of the Faculty Scale N/A (BA-9)

If part-time, percentage of full-time 60%

Breakdown:	Fraction	Department	Amount	Account #
	<u>60.25%</u>	<u>Administrative Services</u>	_____	_____

Salary Information	Contract Duration
Base Salary: \$ _____	FROM: <u>July 1, 88</u>
Actual Salary: \$ _____	Mo. Da. Year
Actual includes <u>n/a</u>	TO: <u>June 30, 89</u>
Paid in How Many Equal Payments: <u>n/a</u>	Mo. Da. Year
Payroll Begins in the Month of: <u>n/a</u>	
Special Notes: _____	

Headmaster James O'Connell, OSB Date 4/1/88 Budget Director Br. J. D. Kelly
(PSO 1/81)

Administrative Pre-Contract Data Form SJU_x
Other _____

Fiscal Year: 1987 - 1988

ORDER OF SAINT BENEDICT
Personnel Services Office
Collegeville, Minnesota

Pending Benefits

Pension _____ Date Eligible _____
 First Time calculation:
 Inst.: _____ % = _____
 Ind.: _____ % = _____
 Long Term Disability _____ Date Eligible _____
 Health, Life, Dental _____ Date Eligible _____

Salary Detail

ID # _____ Dept. # _____
 Monthly Salary OSB
 Month Start OSB Year _____
 Month End _____ Year _____

TYPE OF APPOINTMENT: (Circle one in each Column) FT Lay Special App't.
 PT OSB Sponsored Prog.
 Outside Religious

Appointee Br. John Kelly
 First Middle Initial Last
 Address _____ City _____ State _____ ZIP _____
 Position Title Executive Director of St. John's Univ. Sports Camps Appointment Type _____
 Years in Service at Saint John's New Contract INCLUSIVE _____
 Date of Original Employment _____
 Indicate if Tenured or Non-Tenured _____

Breakdown of Responsibility

Fraction 15% Dept. Sports Camps
 Fraction _____ Dept. _____
 Fraction _____ Dept. _____

Salary Information

Base Salary	\$ <u>n/a</u>	Contract Duration			
Base Salary Includes Supplemental		From:	<u>10</u>	<u>1</u>	<u>87</u>
Adjustment of \$			Mo.	Day	Year
Actual Salary	\$ <u>6,000</u>	To:	<u>9</u>	<u>30</u>	<u>88</u>
Number of Equal Payments	<u>n/a</u>		Mo.	Day	Year
Payroll Begins in the month of	<u>n/a</u>				

Remarks: _____

 Executive-In-Charge Date

6/20/88
 Budget Office Date
 Auditor Date
 Personnel Services Date

OSB KELLY, JOHN_00036

SAINT JOHN'S PREPARATORY SCHOOL
Collegeville, Minnesota

AGREEMENT FOR RELIGIOUS FACULTY/ADMINISTRATIVE APPOINTMENT

Saint John's Preparatory School, called "School," hereby employs the professional services of Brother John D. Kelly, OSB, called "Appointee," in the capacity of Director of Administrative Services, in the thirteenth year of service to the School (at the BA level at step 9 of the faculty scale). Appointee's employment will be considered part (60%) time (continuing contract). An actual salary of \$16,675, in accordance with a base salary of \$27,792, will be budgeted by Saint John's Preparatory School to the Order of Saint Benedict for services rendered under this appointment. The actual salary received by the Order includes the following special compensation for services rendered:

n/a

The duration of this agreement is from the 1st day of July, 1988, to the 30th day of June, 1989. The Order shall receive such fringe benefits as are promulgated by the School, or promulgated through negotiation with the School.

Appointee agrees to observe the rules and regulations of the School, including (1) performing with due diligence and competence the duties normally associated with the position assigned; (2) following in his or her conduct the rules and policies determined for faculty and/or administrators and to enforce with respect to students the rules determined by the duly constituted authority of the School; and (3) conducting his or her teaching and/or professional activities in such a manner as not to be offensive to Christian doctrine and morals.

This agreement may be dissolved at any time by the mutual consent of both parties or by the Abbot of Saint John's Abbey. Dismissal of Appointee prior to the expiration of the agreement shall be only for breach of the rules and responsibilities described in this agreement. The Appointee shall be notified in writing of the charges against him or her, and shall be afforded a reasonable opportunity to have a hearing before the Executive Committee of the Board of Overseers of the School. At this hearing he or she may bring with him or her another person to act as an advisor, and a copy of the minutes of this hearing shall be made available to him or her. The decision of the Executive Committee will be binding upon the School and Appointee.

IN WITNESS WHEREOF, the parties hereto have set their hands on the day and year appearing below.

SAINT JOHN'S PREPARATORY SCHOOL

Date June 23, 1988

R. M. Andat, OSB
Headmaster

This agreement, to be effective, must be signed by Appointee and returned to the School by July 6, 1988.

Date 7-5-88

B. J. O. Kelly
Appointee

OSB KELLY, JOHN_00037

ORDER OF SAINT BENEDICT
Collegeville, MN 56321

SAINT JOHN'S ABBEY ADMINISTRATIVE APPOINTMENT
For Service to Saint John's University

The Order of Saint Benedict, Collegeville, Minnesota, called "ORDER," hereby appoints Br. John Kelly, O.S.B. an "AGENT" of the ORDER, for professional services upon the following terms and conditions, in accord with the agreement made with the Abbot of Saint John's Abbey.

1. **Time:** AGENT'S employment will be 15% time.
2. **Salary:** A sum of \$ 6,000 in accordance with a base salary of \$ n/a will be budgeted by Saint John's University to the Order of Saint Benedict for services rendered under this appointment. This salary is contingent on projected levels of revenue not falling significantly below the level budgeted for 1987-1988.
3. **Duration:** The duration of the agreement is from the 1st day of October, 1987, through the 30th day of September, 1988.
4. **Administrator Benefits:** As additional compensation hereunder the ORDER shall receive the dollar equivalent of such fringe benefits as are from time to time promulgated for Administrative Employees.
5. **Nonrenewal:** In the event of nonrenewal, AGENT will be notified in writing, in compliance with Section 11, 8.6, Administrative Personnel Policies and Procedures.
6. **Appointment:** By mutual agreement, AGENT is appointed as Executive Director of St. John's Sports Camps in service to the ORDER. Duties and responsibilities are contained in the incumbent's position description which may be subsequently amended.
7. **Administrative Personnel Policies and Procedures:** The provisions of the Administrative Personnel Policies and Procedures of the ORDER, Collegeville, Minnesota, 1986, as may be subsequently amended, and not in conflict with this appointment, are hereby incorporated by reference and made a part of this appointment, and both the ORDER and AGENT agree to be bound by the rules and regulations contained therein.

IN WITNESS WHEREOF, the Parties hereto have set their hands on the day and year appearing below.

~~ORDER OF SAINT~~ BENEDICT

Dated: July 5, 1988

By: Vice President of
Administrative Services

To be effective, this contract offer must be signed by the AGENT and returned to the individual who signed on behalf of the ORDER by (date) July 15, 1988. If this contract offer has not been signed and returned by the specific return date above, this offer automatically expires.

Dated: 7-5-88

B. J. Kelly
AGENT

U-3/OSB/FT/86-87

OSB KELLY, JOHN_00039

ORDER OF SAINT BENEDICT
Collegeville, MN 56321
SAINT JOHN'S ABBEY ADMINISTRATIVE APPOINTMENT
For Service to Saint John's University

The Order of Saint Benedict, Collegeville, Minnesota, called "ORDER," hereby appoints Br. John Kelly, O.S.B. an "AGENT" of the ORDER, for professional services upon the following terms and conditions, in accord with the agreement made with the Abbot of Saint John's Abbey.

1. **Time:** AGENT'S employment will be 15% time.
2. **Salary:** A sum of \$ 6,000 in accordance with a base salary of \$ n/a will be budgeted by Saint John's University to the Order of Saint Benedict for services rendered under this appointment. This salary is contingent on projected levels of revenue not falling significantly below the level budgeted for 1988-1989.
3. **Duration:** The duration of the agreement is from the 1st day of October, 1988, through the 30th day of September, 1989.
4. **Administrator Benefits:** As additional compensation hereunder the ORDER shall receive the dollar equivalent of such fringe benefits as are from time to time promulgated for Administrative Employees.
5. **Nonrenewal:** In the event of nonrenewal, AGENT will be notified in writing, in compliance with Section II, 8.6, Administrative Personnel Policies and Procedures.
6. **Appointment:** By mutual agreement, AGENT is appointed as Executive Director of St. John's Sports Camps in service to the ORDER. Duties and responsibilities are contained in the incumbent's position description which may be subsequently amended.
7. **Administrative Personnel Policies and Procedures:** The provisions of the Administrative Personnel Policies and Procedures of the ORDER, Collegeville, Minnesota, 1986, as may be subsequently amended, and not in conflict with this appointment, are hereby incorporated by reference and made a part of this appointment, and both the ORDER and AGENT agree to be bound by the rules and regulations contained therein.

OSB KELLY, JOHN_00040

IN WITNESS WHEREOF, the Parties hereto have set their hands on the day and year appearing below.

ORDER OF SAINT BENEDICT

Dated: July 5, 1988

By:

~~Vice President of
Administrative Services~~

To be effective, this contract offer must be signed by the AGENT and returned to the individual who signed on behalf of the ORDER by (date) July 15, 1988. If this contract offer has not been signed and returned by the specific return date above, this offer automatically expires.

Dated: 7-5-88

B. J. D. Kelly
AGENT

U-3/OSB/FT/88-89

OSB KELLY, JOHN_00041

Administrative Pre-Contract Data Form SJU X
Other _____

Fiscal Year: 198 8 - 198 9

ORDER OF SAINT BENEDICT
Personnel Services Office
Collegeville, Minnesota

Pending Benefits

Pension _____ Date Eligible _____
 First Time calculation:
 Inst.: _____ % = _____
 Ind.: _____ % = _____
 Long Term Disability _____ Date Eligible _____
 Health, Life, Dental _____ Date Eligible _____

Salary Detail

ID # _____ Dept. # _____
 Monthly Salary \$ _____
 Month Start _____ Year _____
 Month End _____ Year _____

TYPE OF APPOINTMENT: (Circle one in each Column)

FT _____ Lay _____ Special App't. _____
 PT OSB Sponsored Prog. _____
 Outside Religious _____

Appointee Br. John Kelly
 First Middle Initial Last
 Address _____ City _____ State _____ ZIP _____
 Position Title Executive Director of St. John's University Sports Camps Legal Address for New Employees Only
 Appointment Type _____
 Years In Service at Saint John's New Contract INCLUSIVE _____
 Date of Original Employment _____
 Indicate If Tenured or Non-Tenured _____

Breakdown of Responsibility

Fraction 15% Dept. Sports Camps
 Fraction _____ Dept. _____
 Fraction _____ Dept. _____

Salary Information

Base Salary	\$ <u>n/a</u>	Contract Duration			
Base Salary Includes Supplemental		From:	<u>10</u>	<u>1</u>	<u>88</u>
Adjustment of \$ _____		Mo.	Day	Year	
Actual Salary	\$ <u>6,000</u>	To:	<u>9</u>	<u>30</u>	<u>89</u>
Number of Equal Payments	<u>n/a</u>	Mo.	Day	Year	
Payroll Begins in the month of	<u>n/a</u>				

Remarks: _____

Executive-In-Charge _____ Date _____

Budget Officer _____ Date 10/30/88
 Auditor _____ Date _____

OSB KELLY, JOHN_00042

Pre-Contract Data Form

Saint John's Preparatory School
Faculty & Administrative

Academic Year: 1989-1990

Preparation Date 2-23-89

ORDER OF ST. BENEDICT, INC.
Personnel Services Office
Collegeville, Minnesota

Personnel Office Use

Contract Returned and Verified By
Date 7/12/89
Retirement Plan Eligibility Date N.A. D.I. N.A.

Personnel Office Use

ID #	Dept. #
Monthly Salary \$ B	
Month Start B	Yr.
Month End	Yr.

TYPE OF CONTRACT: (Circle one of each column)

FT. <u>PT.</u>	Lay Other Religious <u>St. John's Monk</u>	Special Appointment <u>Term</u> Tenured
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Name of Faculty Member Dr. John D. Kelly OSB Dept. Administrative Services

Address St. John's City _____ St. _____ ZIP _____

STATUS: Director of Administrative Services

Indicate if Tenured or Non-Tenured: NON

Year of Service to the School; new year inclusive fourteen

Date of Original Employment 1975

Total Years in Service; new year inclusive (Total years = Service at SJP + accepted service at other institutions.) fourteen 15:

Lane & Step of the Faculty Scale (BA-10) NA

If part-time, percentage of full-time 60%

Breakdown:

Fraction	Department	Amount	Account #
<u>60/60</u>	<u>Administrative Services</u>		<u>4462605</u>

Salary Information		Contract Duration		
Base Salary:	\$ <u>29,182</u>	FROM:	<u>July</u>	<u>1</u> , <u>89</u>
Actual Salary:	\$ <u>17,509</u>		Mo. Da. Year	
Actual includes	<u>NA</u>	TO:	<u>June</u>	<u>30</u> , <u>90</u>
Paid in How Many Equal Payments:	<u>NA</u>		Mo. Da. Year	
Payroll Begins in the Month of:	<u>NA</u>			
Special Notes:				

Headmaster Edmund Andert OSB date 2/23 Budget Director B. J. Kelly
(PSO-181)

Employee Name: Br. John Kelly, O.S.B.

ORDER OF ST. BENEDICT
SUPPLEMENT TO ADMINISTRATIVE PERFORMANCE APPRAISAL

EMPLOYEE SELF-ASSESSMENT, PERSONAL IMPROVEMENT PLANS

IMPORTANT! This page is to be completed by the employee **PRIOR** to the appraisal interview. It should be reviewed jointly by the employee and the evaluator during the interview and then made a part of the employee's permanent personnel file.

SELF-ASSESSMENT: You are encouraged to comment on your performance during the period covered by this appraisal. Particular emphasis should be given to any circumstances which affected your performance either positively or adversely.

Waited to long to get out comp material this year. We were late and because of this the comp numbers may be down.

PERSONAL IMPROVEMENT: What do you plan to do during the next appraisal period to improve your performance and professional development? How, in your opinion, can your supervisor and/or Saint John's help you improve?

Plan to get all comp material out over Christmas Vacation.

PSO/3-87

OSB KELLY, JOHN_00044

SAINT JOHN'S PREPARATORY SCHOOL
Collegeville, Minnesota

TERM AGREEMENT FOR RELIGIOUS FACULTY/ADMINISTRATIVE APPOINTMENT

Saint John's Preparatory School, called "School," hereby employs the professional services of John D. Kelly, OSB, called "Appointee," in the capacity of Director of Administrative Services, in the 14th year of service to the School (at the n/a lane at step n/a of the faculty scale). Appointee's employment will be considered part time. An actual salary of \$17,509, in accordance with a base salary of \$29,182, will be budgeted by Saint John's Preparatory School to the Order of Saint Benedict for services rendered under this appointment. The actual salary received by the Order includes the following special compensation for services rendered:

n/a

The duration of this agreement is from the 1st day of July, 1989, to the 30th day of June, 1990, and shall terminate with neither party expecting renewal. The Order shall receive such fringe benefits as are promulgated by the School, or promulgated through negotiation with the School.

Appointee agrees to observe the rules and regulations of the School, including (1) performing with due diligence and competence the duties normally associated with the position assigned; (2) following in his or her conduct the rules and policies determined for faculty and/or administrators and to enforce with respect to students the rules determined by the duly constituted authority of the School; and (3) conducting his or her teaching and/or professional activities in such a manner as not to be offensive to Christian doctrine and morals.

This agreement may be dissolved at any time by the mutual consent of both parties or by the Abbot of Saint John's Abbey. Dismissal of Appointee prior to the expiration of this agreement shall be only for breach of the rules and responsibilities described in this agreement. The Appointee shall be notified in writing of the charges against him or her, and shall be afforded a reasonable opportunity to have a hearing before the Executive Committee of the Board of Overseers of the School. At this hearing he or she may bring with him or her another person to act as an advisor, and a copy of the minutes of this hearing shall be made available to him or her. The decision of the Executive Committee will be binding upon the School and Appointee.

IN WITNESS WHEREOF, the parties hereto have set their hands on the day and year appearing below.

SAINT JOHN'S PREPARATORY SCHOOL

Date March 15, 1989

H. Tom Andert OSB
Headmaster

This agreement, to be effective, must be signed by Appointee and returned to the School by April 17, 1989.

Date 4-24-89

B. J. O. Kelly
Appointee

OSB KELLY, JOHN_00045

Appraisal Date: 4/21/89

**ORDER OF ST. BENEDICT
ADMINISTRATIVE PERFORMANCE APPRAISAL**

Employee Name: Br. John Kelly, O.S.B. Employee Position: Executive Director of St. John's Sports Camps
 Directly Manages: Admin. Emp. Supp. Staff Emp.

Employee Management Area: Vice President for Administrative Services

Immediate Supervisor: _____

Executive-In-Charge and/or Chief Administrative Officer: _____

PART I. EMPLOYEE PORTION (Completed by the Employee)

- 1) Overall job satisfaction
- 2) Accessibility to supervisor
- 3) Even-handed treatment by supervisor
- 4) Cooperation of subordinates
- 5) Is your job description current? YES NO
- 6) Employee comment/suggestion(s) concerning supervision.

N/A = Not Applicable L = Low; A = Average G = Good; H = High				
N/A	L	A	G	H
			X	
			X	
			X	

Note: See supplemental page for Employee Self-Assessment.

PART II. EVALUATOR PORTION (Completed by the Evaluator)

Section A: Professional Competence

- 1) Displays appropriate self-control and personal trust
- 2) Demonstrates appropriate self-confidence and professional trust
- 3) Communicates clearly with students and staff
- 4) Motivation, integrity and confidentiality
- 5) Mirrors mission of institution
- 6) Dresses appropriately
- 7) Intent to stay in profession
- 8) Effectiveness as team member
- 9) Effective use of time and attendance
- 10) Knowledge essential to assignments
- 11) Provides quality "state-of-the-art" services

N/A	L	A	G	H
			✓	
			✓	
			✓	
			✓	
				✓
			✓	
			✓	
			✓	
				✓

Section B: Technical Competence

- 1) Working knowledge and/or use of the latest technology
- 2) Organization of work load
- 3) Produces comprehensive work
- 4) Attention to detail and accuracy
- 5) Finds problems and resolves with appropriate solutions
- 6) Quality of written and oral presentations
- 7) Sees projects to conclusion
- 8) Quality of service provided
- 9) Increase in productivity

N/A	L	A	G	H
			✓	
			✓	
			✓	
			✓	
			✓	
			✓	
			✓	
			✓	

N/A = Not Applicable
 L = Low; A = Average
 G = Good; H = High

Section C: Management Style (If appropriate):

- 1) Appropriately delegates assignments
- 2) Gives effective instructions
- 3) Helps employees grow in their job
- 4) Controls assignments
- 5) Effective use of subordinate time
- 6) Maintenance of harmony within the staff
- 7) Management of budget
- 8) Makes fair and appropriate decisions
- 9) Concern about general welfare of the department

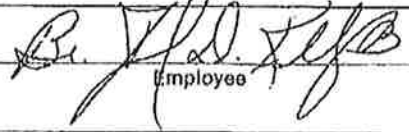
N/A	L	A	G	H
			✓	✓
			✓	
			✓	
			✓	
			✓	✓
			✓	✓
			✓	✓

Section D: Summary

- 1) Professional Competence
- 2) Technical Competence
- 3) Management Style

N/A	L	A	G	H
			✓	
			✓	
			✓	

I acknowledge the above appraisal has been discussed and reviewed with me.

Signed:		Date:	4-21-89
Signed:	Evaluator	Date:	4/21/89

PART III. EXECUTIVE-IN-CHARGE PORTION (To Be Completed After Parts I and II)

Chief Administrative Officer: Benedictine Division—Abbot; University—President;
 The Liturgical Press—Director

Executive-In-Charge: Benedictine Division—Treasurer; University—Vice Presidents;
 The Liturgical Press—Managers

1) Contract Renewal: Yes No (If no, please explain on separate attachment.)

2) Special Notes: *work of 60% P.S. - 15- Union*
10% Sports Complex 20% P.S. 10%
+ Dorm - Union

Signed: _____
 Executive-In-Charge and/or Chief Administrative Officer

Date: 5/2/89

Distribution: Original to Personnel File
 Copy to Employee

7. WJ Review 6000
Stipend - I coordinate
WJ Budget PSO/3-87

OSB KELLY, JOHN_00048
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Pre-Contract Data Form

Saint John's Preparatory School
Faculty & Administrative

Academic Year: 1990-1991

Preparation Date: 3-8-90

ORDER OF ST. BENEDICT, INC.
Personnel Services Office
Collegeville, Minnesota

Personnel Office Use

Contract Returned and Verified By	<u>OSB</u>
Date	<u>3/8/90</u>
Retirement Plan Eligibility Date	D.I. _____

Personnel Office Use

ID #	Dept. #
Monthly Salary \$	<u>OSB</u>
Month Start	<u>3-8-90</u>
Month End	<u>6-30-91</u>

TYPE OF CONTRACT: (Circle one of each column)

<input checked="" type="radio"/> FT. PT.	<input type="radio"/> Lay Other Religious St. John's Monk	<input checked="" type="radio"/> Special Appointment Term Tenured
---	---	---

Name of Faculty Member: John D Kelly OSB Dept. _____

Address: St John's City _____ St. _____ ZIP _____

STATUS: Transition Consultant

Indicate if Tenured or Non-Tenured: NON

Year of Service to the School; new year inclusive: fifteenth

Date of Original Employment: 1975

Total Years in Service; new year inclusive (Total years = Service at SJP + accepted service at other institutions.): fifteen

Lane & Step of the Faculty Scale: (BA-11) N.A.

If part-time, percentage of full-time: 20%

Breakdown:

Fraction	Department	Amount	Account #
_____	_____	_____	_____

Salary Information		Contract Duration	
Base Salary:	\$ <u>7296.2500</u>	FROM:	<u>July 1, 90</u>
Actual Salary:	\$ <u>7296</u>	Mo. Da. Year	
Actual includes	_____	TO:	<u>June 30, 91</u>
Paid in How Many Equal Payments:	<u>NA</u>	Mo. Da. Year	
Payroll Begins in the Month of:	<u>NA</u>		
Special Notes: _____			

Headmaster John Anderson OSB Date 3/8/90 Budget Director JDR

(PSQ 1/81)

Employee Name: Br. John Kelly, O.S.B.

**ORDER OF ST. BENEDICT
SUPPLEMENT TO ADMINISTRATIVE PERFORMANCE APPRAISAL**

EMPLOYEE SELF-ASSESSMENT, PERSONAL IMPROVEMENT PLANS

IMPORTANT! This page is to be completed by the employee **PRIOR** to the appraisal interview. It should be reviewed jointly by the employee and the evaluator during the interview and then made a part of the employee's permanent personnel file.

SELF-ASSESSMENT: You are encouraged to comment on your performance during the period covered by this appraisal. Particular emphasis should be given to any circumstances which affected your performance either positively or adversely.

I believe the past summer (1990) went well. The coaches did an excellent job with their budgets and it looks as though this summer will come out in the positive for the first time since I took over. This is before the capital renewal allocation. Hopefully this summer will turn out the same. I believe the coaches felt good about the past summer and feel their salaries are in line with the work involved. B. J. Kelly

PERSONAL IMPROVEMENT: What do you plan to do during the next appraisal period to improve your performance and professional development? How, in your opinion, can your supervisor and/or Saint John's help you improve?

- Budget Summer 91 (1991)
- Working session with coaches for summer of 90 (1990)
- Coaches evaluation of program after summer in progress
- Training coordination w/ Bishop
- Conclude - Job Description -

PSO/3-87

Saint John's Abbey
Collegeville, Minnesota 56321

Office of the Abbot

5 September 1990

Brother John Kelly, O.S.B.
Saint John's Abbey
Collegeville, Minnesota 56321

Dear Brother John:

Brother Walter Kieffer, chief of the fire department, spoke to me recently about abbey personnel. Your name came up as someone who might return to the department since you are now living in the monastery.

I would like to ask you to join the department once again even though I know that you are often on the road with the work of driving our buses. Please stop in for a talk about this if you wish.

Thank you for this and the many other services you provide for the campus!

Fraternally yours,

Abbot Jerome Theisen, O.S.B.

JT/ev

Phone 612 363-2544

OSB KELLY, JOHN_00051

OSB KELLY, JOHN_00052
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Pre-Contract Data Form

Saint John's Preparatory School.
Faculty & Administrative

Academic Year: 1991¹ - 1992²
Preparation Date: 3-13-91

ORDER OF ST. BENEDICT, INC.
Personnel Services Office
Collegeville, Minnesota

Personnel Office Use

Contract Returned and Verified By: OSB
Date: _____
Retirement Plan Eligibility Date: _____ D.I. _____

Personnel Office Use

ID # _____ Dept. # _____
Monthly Salary \$ _____
Month Start: 03 Yr. _____
Month End: 02 Yr. _____

TYPE OF CONTRACT: (Circle one of each column) FT Lay Special Appointment
PT Other Religious Term
St. John's Monk Tenured

Name of Faculty Member: Fr. John D. Kelly OSB Dept. _____
Address: St. Johns City _____ St. _____ ZIP _____
STATUS: Summer Camp Coordinator; Transportation Director & Administrator
Indicate if Tenured or Non-Tenured: NON Service
Year of Service to the School; new year inclusive: sixteen
Date of Original Employment: 1975
Total Years in Service; new year inclusive (Total years = Service at SJP + accepted service at other institutions.): sixteen
Lane & Step of the Faculty Scale: (BA-12) NA
If part-time, percentage of full-time: _____

Breakdown:	Fraction	Department	Amount	Account #
		<u>Summer Camp</u>	<u>\$2500</u>	<u>149120-1015</u>
		<u>Adm. Services</u>	<u>\$000</u>	<u>146030-1015</u>

Salary Information		Contract Duration	
Base Salary:	\$ <u>7500</u>	FROM:	<u>07 01, 91</u>
Actual Salary:	\$ <u>7500</u>		Mo. Da. Year
Actual includes:	_____	TO:	<u>06 30, 92</u>
			Mo. Da. Year
Paid in How Many Equal Payments:	<u>NA</u>		
Payroll Begins in the Month of:	<u>NA</u>		
Special Notes:	_____		

Headmaster: Fr. Thomas Anderson OSB Date: 3/13/91 Budget Director: _____

OSB KELLY, JOHN_00053

Appraisal Date: March 20, 1991

**ORDER OF ST. BENEDICT
ADMINISTRATIVE PERFORMANCE APPRAISAL**

Employee Name: Br. John Kelly, O.S.B. Employee Position: Executive Director of Sports Camps
 Directly Manager: Admin. Emp. Supp. Staff Emp.
 Employee Management Area: Vice President of Administrative Services
 Immediate Supervisor: _____
 Executive-In-Charge and/or Chief Administrative Officer: _____

PART I. EMPLOYEE PORTION (Completed by the Employee)

- 1) Overall job satisfaction.....
- 2) Accessibility to supervisor.....
- 3) Even-handed treatment by supervisor.....
- 4) Cooperation of subordinates.....
- 5) Is your job description current? YES NO
- 6) Employee comment/suggestion(s) concerning supervision.

N/A = Not Applicable L = Low; A = Average G = Good; H = High				
N/A	L	A	G	H
			X	
			X	
			X	
				X

Note: See supplemental page for Employee Self-Assessment.

PART II. EVALUATOR PORTION (Completed by the Evaluator)

Section A: Professional Competence

- 1) Displays appropriate self-control and personal trust.....
- 2) Demonstrates appropriate self-confidence and professional trust.....
- 3) Communicates clearly with students and staff.....
- 4) Motivation, integrity and confidentiality.....
- 5) Mirrors mission of institution.....
- 6) Dresses appropriately.....
- 7) Intent to stay in profession.....
- 8) Effectiveness as team member.....
- 9) Effective use of time and attendance..... *Budgeting*
- 10) Knowledge essential to assignments.....
- 11) Provides quality "state-of-the-art" services.....

N/A	L	A	G	H
		✓		
		✓		
		✓		
		✓		
		✓		
		✓		
		✓		
		✓		
			✓	
			✓	

Section B: Technical Competence

- 1) Working knowledge and/or use of the latest technology.....
- 2) Organization of work load.....
- 3) Produces comprehensive work.....
- 4) Attention to detail and accuracy.....
- 5) Finds problems and resolves with appropriate solutions.....
- 6) Quality of written and oral presentations.....
- 7) Sees projects to conclusion.....
- 8) Quality of service provided.....
- 9) Increase in productivity.....

N/A	L	A	G	H
			✓	
		✓		
		✓		
		✓		
		✓		
		✓		
		✓		
		✓		
		✓		

N/A = Not Applicable
 L = Low; A = Average
 G = Good; H = High

Section C: Management Style (if appropriate):

- 1) Appropriately delegates assignments
- 2) Gives effective instructions
- 3) Helps employees grow in their job
- 4) Controls assignments
- 5) Effective use of subordinate time
- 6) Maintenance of harmony within the staff
- 7) Management of budget
- 8) Makes fair and appropriate decisions
- 9) Concern about general welfare of the department

N/A	L	A	G	H
		✓		
		✓		
	✓			
		✓		
	✓	✓		
		✓		
		✓	✓	

Section D: Summary

- 1) Professional Competence
- 2) Technical Competence
- 3) Management Style

N/A	L	A	G	H
		✓		
		✓		

I acknowledge the above appraisal has been discussed and reviewed with me.

Signed: <u>B. J. Kelly</u> Employee	Date: <u>3-20-91</u>
Signed: _____ Evaluator	Date: <u>3/20/91</u>

PART III. EXECUTIVE-IN-CHARGE PORTION (To Be Completed After Parts I and II)

Chief Administrative Officer: Benedictine Division—Abbot; University—President;
 The Liturgical Press—Director

Executive-In-Charge: Benedictine Division—Treasurer; University—Vice Presidents;
 The Liturgical Press—Managers

1) Contract Renewal: Yes No _____ (If no, please explain on separate attachment.)

2) Special Notes: _____

Signed: _____ Date: 4/19/91
 Executive-In-Charge and/or Chief Administrative Officer

Distribution: Original to Personnel File
 Copy to Employee

1
Jenna

ORDER OF SAINT BENEDICT
Collegeville, MN 56321

CORPORATE RELIGIOUS ADMINISTRATIVE ASSIGNMENT

The Order of Saint Benedict, Collegeville, Minnesota, called "ORDER," hereby assigns
Br. John Kelly a religious assignment.

1. **Assignment:** By mutual agreement, Br. John Kelly is assigned as Exec. Director of SJU Sports Camps in the University Division in service to the ORDER. Duties and responsibilities are contained in the incumbent's position description which may be subsequently amended.
2. **Time:** Assignment equals 15% time.
3. **Remuneration:** A sum of \$ 6,000 in accordance with a base remuneration of \$ n/a payable to the ORDER, is budgeted for services to be rendered. This assignment is contingent on projected levels of revenue not falling significantly below the level budgeted for 1990-91. As additional compensation hereunder the ORDER shall receive the dollar equivalent of such fringe benefits as are from time to time promulgated for Administrative Employees.
4. **Duration:** The duration of the agreement is from the 1st day of October, 1990 through the 30th day of September, 1991.
5. **Administrative Policies and Procedures:** The provisions of the Administrative Personnel Policies and Procedures of the ORDER, Collegeville, Minnesota, 1986, as may be subsequently amended, and not in conflict with this assignment, are hereby incorporated by reference and made a part of this assignment, and both the ORDER and APPOINTEE agree to be bound by the rules and regulations contained therein.

IN WITNESS WHEREOF, the Parties hereto have set their hands on the day and year appearing below.

DIVISIONAL RECOMMENDATION:

Dated: April 23, 1991 By: _____
Vice President of
Administrative Services

AUTHORIZATION OF ASSIGNMENT:

ORDER OF SAINT BENEDICT

Dated: 25 April 1991 By: Gerome Theisen
Abbot

To be effective, this assignment must be signed and returned to the individual who signed on behalf of the division by May 1, 1991

Dated: April 29, 1991 _____
Assignee

OSB/ALL/90-91

OSB KELLY, JOHN_00056

ORDER OF SAINT BENEDICT
Collegeville, MN 56321

CORPORATE RELIGIOUS ADMINISTRATIVE ASSIGNMENT

The Order of Saint Benedict, Collegeville, Minnesota, called "ORDER," hereby assigns
Br. John Kelly a religious assignment.

1. **Assignment:** By mutual agreement, Br. John Kelly is assigned as Exec. Director of SJU Sports Camps in the University Division in service to the ORDER. Duties and responsibilities are contained in the incumbent's position description which may be subsequently amended.
2. **Time:** Assignment equals 15% time.
3. **Remuneration:** A sum of \$ 6,000 in accordance with a base remuneration of \$ n/a payable to the ORDER, is budgeted for services to be rendered. This assignment is contingent on projected levels of revenue not falling significantly below the level budgeted for 1990-91. As additional compensation hereunder the ORDER shall receive the dollar equivalent of such fringe benefits as are from time to time promulgated for Administrative Employees.
4. **Duration:** The duration of the agreement is from the 1st day of October, 1990, through the 30th day of September, 1991.
5. **Administrative Policies and Procedures:** The provisions of the Administrative Personnel Policies and Procedures of the ORDER, Collegeville, Minnesota, 1986, as may be subsequently amended, and not in conflict with this assignment, are hereby incorporated by reference and made a part of this assignment, and both the ORDER and APPOINTEE agree to be bound by the rules and regulations contained therein.

IN WITNESS WHEREOF, the Parties hereto have set their hands on the day and year appearing below.

DIVISIONAL RECOMMENDATION:

Dated: April 23, 1991 By: _____
Vice President of
Administrative Services

AUTHORIZATION OF ASSIGNMENT:

ORDER OF SAINT BENEDICT
Dated: 25 April 1991 By: James Thiesen
Abbot

To be effective, this assignment must be signed and returned to the individual who signed
on behalf of the division by May 1, 1991

Dated: April 29, 1991 _____
Assignee

OSB/ALL/90-91

OSB KELLY, JOHN_00057

ORDER OF SAINT BENEDICT
Personnel Services Office
Collegeville, Minnesota

Pending Benefits

Pension _____ Date Eligible _____

First Time calculation: _____

Inst.: _____% _____

Ind.: _____% _____

Long Term Disability _____ Date Eligible _____

Health, Life, Dental _____ Date Eligible _____

Salary Detail

ID # _____ Dept. # _____

Monthly Salary \$ OSB

Month Start OSB Year _____

Month End _____ Year _____

TYPE OF APPOINTMENT: (Circle one in each Column) FT PT Lay OSB Special App't. Sponsored Prog. Outside Religious

Appointee Br. John Kelly

First _____ Middle Initial _____ Last _____

Address _____ City _____ State _____ ZIP _____

Legal Address for New Employees Only _____

Position Title Executive Director of St. John's University Sports Camps Appointment Type _____

Years In Service at Saint John's New Contract INCLUSIVE _____

Date of Original Employment _____

Indicate if Tenured or Non-Tenured _____

Breakdown of Responsibility

Fraction 15% Dept. Sports Camps

Fraction _____ Dept. _____

Fraction _____ Dept. _____

Salary Information

Base Salary	\$ <u>n/a</u>	Contract Duration			
Base Salary includes Supplemental		From:	10	1	90
Adjustment of \$ _____			Mo.	Day	Year
Actual Salary	\$ <u>6,000</u>	To:	9	30	91
Number of Equal Payments	<u>n/a</u>		Mo.	Day	Year
Payroll Begins in the month of	<u>n/a</u>				

Remarks: _____

Dilany Schmitt 5/1/91
Executive-In-Charge Date

Budget Officer 4/23/91
Date

Auditor 1
Date

Personnel Services 5/4/91
Date

Administrative Pre-Contract Data Form SJU X
Other _____

Fiscal Year: 19891 - 19892

ORDER OF SAINT BENEDICT
Personnel Services Office
Collegeville, Minnesota

Pending Benefits

Pension _____ Date Eligible _____

First Time calculation:
Inst. _____ % = _____
Ind. _____ % = _____

Long Term Disability _____ Date Eligible _____

Health, Life, Dental _____ Date Eligible _____

Salary Detail

ID # _____ Dept. # OSB

Monthly Salary \$ _____

Month Start _____ Year _____

Month End _____ Year _____

TYPE OF APPOINTMENT: (Circle one in each Column) PT OSB Special App't
Sponsored Prog.
Outside Religious

Appointee: Br. John Kelly

First _____ Middle Initial _____ Last _____

Address _____ City _____ State _____ ZIP _____

Legal Address for New Employees Only _____

Position Title: Executive Director of SJU Appointment Type _____
Sports Camps

Years in Service at Saint John's New Contract INCLUSIVE _____

Date of Original Employment _____

Indicate if Tenured or Non-Tenured _____

Breakdown of Responsibility

Fraction .15% Dept. Sports Camps

Fraction _____ Dept. _____

Fraction _____ Dept. _____

Salary Information

Base Salary	\$ <u>n/a</u>	Contract Duration	
Base Salary Includes Supplemental		From:	<u>10</u> / <u>1</u> / <u>91</u>
Adjustment of \$ _____		Mo.	Day Year
Actual Salary	\$ <u>6,000</u>	To:	<u>9</u> / <u>30</u> / <u>92</u>
Number of Equal Payments	<u>n/a</u>	Mo.	Day Year
Payroll Begins in the month of	<u>n/a</u>		

Remarks: _____

Executive-in-Charge
Date 15/8/91

Budget Officer
Date 5/8/91

Personnel Services
Date 17/1/91

(PSO 4-86)

OSB KELLY, JOHN_00059

ORDER OF SAINT BENEDICT
Collegeville, MN 56321

CORPORATE RELIGIOUS ADMINISTRATIVE ASSIGNMENT

The Order of Saint Benedict, Collegeville, Minnesota, called "ORDER," hereby assigns
Br. John Kelly, OSB a religious assignment.

1. **Assignment:** By mutual agreement, Br. John Kelly, OSB is assigned as Exec. Director SJU Sports Camps in the University Division in service to the ORDER. Duties and responsibilities are contained in the incumbent's position description which may be subsequently amended.
2. **Time:** Assignment equals 15% time.
3. **Remuneration:** A sum of \$ 6,000 in accordance with a base remuneration of \$ n/a payable to the ORDER, is budgeted for services to be rendered. This assignment is contingent on projected levels of revenue not falling significantly below the level budgeted for 1991-92. As additional compensation hereunder the ORDER shall receive the dollar equivalent of such fringe benefits as are from time to time promulgated for Administrative Employees.
4. **Duration:** The duration of the agreement is from the 1st day of October, 1991, through the 30th day of September, 1992.
5. **Administrative Policies and Procedures:** The provisions of the Administrative Personnel Policies and Procedures of the ORDER, Collegeville, Minnesota, 1986, as may be subsequently amended, and not in conflict with this assignment, are hereby incorporated by reference and made a part of this assignment, and both the ORDER and APPOINTEE agree to be bound by the rules and regulations contained therein.

IN WITNESS WHEREOF, the Parties hereto have set their hands on the day and year appearing below

DIVISIONAL RECOMMENDATION:

Dated: May 31, 1991 By: _____

AUTHORIZATION OF ASSIGNMENT:

ORDER OF SAINT BENEDICT
Dated: 31 May 1991 By: James Theisen
Abbot

To be effective, this assignment must be signed and returned to the Individual who signed
on behalf of the division by June 14, 1991

Dated: June 15, 1991 Br. J. O. Kelly
Assignee

OSB/ALL/90-91

OSB KELLY, JOHN_00060

ORDER OF SAINT BENEDICT
Personnel Services Office
Collegeville, Minnesota

Pending Benefits

Pension: _____ Date Eligible _____
 First Time calculation:
 Inst. _____ % = _____
 Ind. _____ % = _____
 Long Term Disability _____ Date Eligible _____
 Health, Life, Dental _____ Date Eligible _____

Salary Detail

ID # _____ Dept. # _____
 Monthly Salary \$ _____
 Month Start _____ Year _____
 Month End _____ Year _____

TYPE OF APPOINTMENT: (Circle one in each Column) ET Lay Special App't.
 PT OSB Sponsored Prog.
 Outside Religious

Appointee: Br. John Kelly
 First Middle Initial Last
 Address: _____ City _____ State _____ ZIP _____
 Legal Address for New Employees Only
 Position Title: Executive Director of SJU Appointment Type _____
Sports Camps
 Years in Service at Saint John's New Contract INCLUSIVE _____
 Date of Original Employment _____
 Indicate if Tenured or Non-Tenured _____

Breakdown of Responsibility

Fraction 15% Dept. Sports Camps
 Fraction _____ Dept. _____
 Fraction _____ Dept. _____

Salary Information

Base Salary	\$ n/a	Contract Duration			
Base Salary includes Supplemental		From:	10	1	91
Adjustment of \$		Mo.	Day	Year	
Actual Salary	\$ 6,000	To:	09	30	92
Number of Equal Payments	n/a	Mo.	Day	Year	
Payroll Begins in the month of	n/a				

Remarks: _____

Executive-in-Charge _____ Date 15/8/91
 Budget Officer _____ Date 15/8/91
 Personnel Services _____ Date 17/1/91

Appraisal Date: 4/23/92 9:30

ORDER OF ST. BENEDICT ADMINISTRATIVE PERFORMANCE APPRAISAL

Employee Name: Br. John Kelly Employee Position: Executive Director
S.J.H. Sports Camps
 Directly Manages: Admin. Emp. Supp. Staff Emp.

Employee Management Area: Vice President of Administrative Services
 Immediate Supervisor: _____

Executive-In-Charge and/or
 Chief Administrative Officer: _____

PART I. EMPLOYEE PORTION (Completed by the Employee)

- 1) Overall job satisfaction
- 2) Accessibility to supervisor
- 3) Even-handed treatment by supervisor
- 4) Cooperation of subordinates
- 5) Is your job description current? YES NO
- 6) Employee comment/suggestion(s) concerning supervision.

N/A = Not Applicable L = Low; A = Average G = Good; H = High				
N/A	L	A	G	H
		<input checked="" type="checkbox"/>		
		<input checked="" type="checkbox"/>		
		<input checked="" type="checkbox"/>		
				<input checked="" type="checkbox"/>

Note: See supplemental page for Employee Self-Assessment.

PART II. EVALUATOR PORTION (Completed by the Evaluator)

- Section A: Professional Competence**
- 1) Displays appropriate self-control and personal trust
 - 2) Demonstrates appropriate self-confidence and professional trust
 - 3) Communicates clearly with students and staff
 - 4) Motivation, integrity and confidentiality
 - 5) Mirrors mission of institution
 - 6) Dresses appropriately
 - 7) Intent to stay in profession. *not sure to back out*
 - 8) Effectiveness as team member
 - 9) Effective use of time and attendance
 - 10) Knowledge essential to assignments
 - 11) Provides quality "state-of-the-art" services

N/A	L	A	G	H
		<input checked="" type="checkbox"/>		
		<input checked="" type="checkbox"/>		
		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

- Section B: Technical Competence**
- 1) Working knowledge and/or use of the latest technology
 - 2) Organization of work load
 - 3) Produces comprehensive work *→ primary work done last →*
 - 4) Attention to detail and accuracy
 - 5) Finds problems and resolves with appropriate solutions
 - 6) Quality of written and oral presentations
 - 7) Sees projects to conclusion
 - 8) Quality of service provided
 - 9) Increase in productivity

N/A	L	A	G	H
		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

N/A = Not Applicable
 L = Low; A = Average
 G = Good; H = High

Section C: Management Style (If appropriate):

- 1) Appropriately delegates assignments
- 2) Gives effective instructions
- 3) Helps employees grow in their job
- 4) Controls assignments
- 5) Effective use of subordinate time
- 6) Maintenance of harmony within the staff
- 7) Management of budget
- 8) Makes fair and appropriate decisions
- 9) Concern about general welfare of the department

N/A	L	A	G	H
		✓		
		✓		
		✓		
		✓	✓	
			✓	
			✓	
			✓	

Section D: Summary

- 1) Professional Competence
- 2) Technical Competence
- 3) Management Style

N/A	L	A	G	H
		✓		
		✓		
		✓		

I acknowledge the above appraisal has been discussed and reviewed with me.

Signed:	<i>B. J. Kelly</i> Employee	Date:	4-23-92
Signed:	_____ Evaluater	Date:	4/23/92

PART III. EXECUTIVE-IN-CHARGE PORTION (To Be Completed After Parts I and II)

Chief Administrative Officer: Benedictine Division—Abbot; University—President;
 The Liturgical Press—Director

Executive-in-Charge: Benedictine Division—Treasurer; University—Vice Presidents;
 The Liturgical Press—Managers

1) Contract Renewal: Yes No (If no, please explain on separate attachment.)

2) Special Notes: _____

Signed: _____ Date: 5-4-92
 Executive-in-Charge and/or Chief Administrative Officer

Distribution: Original to Personnel File
 Copy to Employee

PSO/3-87

OSB KELLY, JOHN_00063

Employee Name: Br. John Kelly

**ORDER OF ST. BENEDICT
SUPPLEMENT TO ADMINISTRATIVE PERFORMANCE APPRAISAL**

EMPLOYEE SELF-ASSESSMENT, PERSONAL IMPROVEMENT PLANS

IMPORTANT! This page is to be completed by the employee **PRIOR** to the appraisal interview. It should be reviewed jointly by the employee and the evaluator during the interview and then made a part of the employee's permanent personnel file.

SELF-ASSESSMENT: You are encouraged to comment on your performance during the period covered by this appraisal. Particular emphasis should be given to any circumstances which affected your performance either positively or adversely.

I believe this year I am a little more on top of the camp. We had a end of camp meeting with all of the coaches and I believe it went well. We are trying some more advertising this year to bring in more people but there is a lot more camps than last year.

PERSONAL IMPROVEMENT: What do you plan to do during the next appraisal period to improve your performance and professional development? How, in your opinion, can your supervisor and/or Saint John's help you improve?

Hopefully to have the camp more in the black so the sport teams can benefit.

Justin - more marketing in 1978/79?

*Need to 7' Justin Salary for Best Job - Double
Bus - (COP) - Command Officer Trainee - New positions - Feb -
Buy us - Print from 18-48 - etc -
? transfer name to ... - 10 people - Bus -*

PBO/3-87

Pre-Contract Data Form

Saint John's Preparatory School
Faculty & Administrative

Academic Year: 198⁹² - 198⁹³

Preparation Date March 20, 1992

ORDER OF ST. BENEDICT, INC.
Personnel Services Office
Collegeville, Minnesota

Personnel Office Use

Contract Returned and
Verified By _____
Date 6/10/92
Retirement Plan Eligibility
Date N/A D.I. N/A

Personnel Office Use

ID # _____ Dept. # _____
Monthly Salary 3
Month Start 9/1 Yr. _____
Month End _____ Yr. _____

TYPE OF CONTRACT: (Circle one of each column) ET Lay Special Appointment
 PT. Other Religious Term
 St. John's Monk Tenured

Name of Faculty Member Br. John D. Kelly OSB Dept. _____
Address St John's City _____ St. _____ ZIP _____
STATUS: Summer Camp Coordinator; Transportation Director;
Administrative Services
Indicate if Tenured or Non-Tenured: NON
Year of Service to the School; new year inclusive seventeen
Date of Original Employment 1975
Total Years in Service; new year inclusive
(Total years = Service at SJP + accepted
service at other institutions.) seventeen
Lane & Step of the Faculty Scale Step *
fudge (BA-12) NA [13]
If part-time, percentage of full-time _____

Breakdown:	Fraction	Department	Amount	Account #
		<u>Summer Camp</u>	<u>\$ 2500</u>	<u>1-49120-1015</u>
		<u>Adm Services</u>	<u>5000</u>	<u>1-46030-1015</u>

Salary Information		Contract Duration	
Base Salary:	\$ <u>7,500</u>	FROM:	<u>07, 01, 92</u>
Actual Salary:	\$ <u>7,500</u>		Mo. Da. Year
Actual includes	_____	TO:	<u>06, 30, 93</u>
Paid in How Many Equal Payments:	<u>N/A</u>		Mo. Da. Year
Payroll Begins in the Month of:	_____		
Special Notes:	_____		

Headmaster: Fr. M. Dardent OSB Date 3/20/92 Budget Director: 3/24/92

**ORDER OF ST. BENEDICT
ADMINISTRATIVE PERFORMANCE APPRAISAL**

Employee Name: Br. John Kelly Employee Position: Executive Director ✓
 Directly Manages: Admin. Emp. Supp. Staff Emp.

Employee Management Area: Vice President of Administrative Services
 Immediate Supervisor: _____

Executive-in-Charge and/or
 Chief Administrative Officer: _____

PART I. EMPLOYEE PORTION (Completed by the Employee)

N/A = Not Applicable L = Low; A = Average G = Good; H = High				
N/A	L	A	G	H
		✓		
		✓		
		✓		
				✓

- 1) Overall job satisfaction
- 2) Accessibility to supervisor
- 3) Even-handed treatment by supervisor
- 4) Cooperation of subordinates
- 5) Is your job description current? YES NO
- 6) Employee comment/suggestion(s) concerning supervision.

Note: See supplemental page for Employee Self-Assessment.

PART II. EVALUATOR PORTION (Completed by the Evaluator)

Section A: Professional Competence

- 1) Displays appropriate self-control and personal trust
- 2) Demonstrates appropriate self-confidence and professional trust
- 3) Communicates clearly with students and staff
- 4) Motivation, integrity and confidentiality
- 5) Mirrors mission of institution
- 6) Dresses appropriately
- 7) Intent to stay in profession ... *Not want to. Back out.*
- 8) Effectiveness as team member
- 9) Effective use of time and attendance
- 10) Knowledge essential to assignments
- 11) Provides quality "state-of-the-art" services

N/A	L	A	G	H
		✓		
		✓		
		✓		
		✓		
		✓		
			✓	
			✓	
			✓	

Section B: Technical Competence

- 1) Working knowledge and/or use of the latest technology
- 2) Organization of work load
- 3) Produces comprehensive work ... *Acc. by 2007. Some diff. →*
- 4) Attention to detail and accuracy
- 5) Finds problems and resolves with appropriate solutions
- 6) Quality of written and oral presentations
- 7) Sees projects to conclusion
- 8) Quality of service provided
- 9) Increase in productivity

N/A	L	A	G	H
		✓		
		✓		
		✓		
		✓		
		✓		
		✓		
		✓		
		✓		

N/A = Not Applicable
 L = Low; A = Average
 G = Good; H = High

Section C: Management Style (If appropriate):

- 1) Appropriately delegates assignments
- 2) Gives effective instructions
- 3) Helps employees grow in their job
- 4) Controls assignments
- 5) Effective use of subordinate time
- 6) Maintenance of harmony within the staff
- 7) Management of budget
- 8) Makes fair and appropriate decisions
- 9) Concern about general welfare of the department

N/A	L	A	G	H
		✓		
		✓		
		✓		
		✓		
		✓	✓	
			✓	
			✓	

Section D: Summary

- 1) Professional Competence
- 2) Technical Competence
- 3) Management Style

N/A	L	A	G	H
		✓		
		✓		
		✓		

I acknowledge the above appraisal has been discussed and reviewed with me.

Signed: <u>B. J. O. Kelly</u>	Date: <u>4-23-92</u>
Employee	
Signed: _____	Date: <u>4/23/92</u>
Evaluater	

PART III. EXECUTIVE-IN-CHARGE PORTION (To Be Completed After Parts I and II)

Chief Administrative Officer: Benedictine Division—Abbot; University—President;
 The Liturgical Press—Director

Executive-in-Charge: Benedictine Division—Treasurer; University—Vice Presidents;
 The Liturgical Press—Managers

1) Contract Renewal: Yes No _____ (If no, please explain on separate attachment.)

2) Special Notes: _____

Signed: _____ Date: 5-4-92
 Executive-In-Charge and/or Chief Administrative Officer

Distribution: Original to Personnel File
 Copy to Employee

PSO/3-87

OSB KELLY, JOHN_00067

Saint John's Abbey
Collegeville, Minnesota 56321

Office of the Abbot

15 August 1992

Dear Friends,

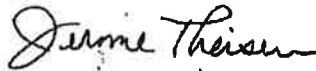
It is with deep sadness that I inform you that a sexual abuse allegation has been made against Brother John Kelly, a member of St. John's Abbey who has been employed in the Prep School and the University, most recently responsible for school transportation. The allegation states that the abuse occurred in the Prep School in the early 1980's when Brother John was business manager and also a prefect for one year.

After being contacted by the former student's attorney, I responded by following the sexual abuse procedure¹ adopted by the Abbey in 1989. As prescribed by the procedures, I initiated an investigation of the allegation. Our investigation revealed an isolated incident of sexual abuse. Along with the entire community of St. John's, I am sorry for harm done in this situation. Because of the Abbey's and my own concern for victims of sexual abuse, I am committed to providing the necessary pastoral care and assistance.

I have removed Brother John from his work in the Prep School and the University. I also followed the Abbey's established procedure of referring Brother John for therapy.

I ask for your continued prayers, support and trust as the Abbey and the entire Church deals with the difficult issue of sexual abuse.

Sincerely,



Abbot Jerome Theisen, O.S.B.

1. St. John's Abbey Policy of Intervention and Treatment of a Monk Accused of Sexual Abuse of a Minor or a Vulnerable Adult.

Phone 612 363-2544

OSB KELLY, JOHN_00068

Monk accused of sexual abuse

by S.N. Bauer
Visitor editor

ST. CLOUD — A monk of St. John's Abbey has been accused of sexually abusing a male student at the order's preparatory school in the early 1980s.

A civil suit filed in Stearns County District Court last week alleges that Benedictine Brother John Kelly "repeatedly engaged in unpermitted, harmful and offensive sexual contact upon the person of the plaintiff," who is identified only as "John UU Doe."

Doe, who now lives in Hennepin County, was a student at St. John's Prep from 1980 to 1984. Brother John was a dormitory proctor at the time.

The complaint alleges that the abuse began in approximately the fall of 1981 and included fondling, masturbation and oral sex and took place in Brother John's office, Doe's dormitory room and in the woods on campus.

Doe further alleges that he reported the abuse to the prep school chaplain "in approximately 1982," but that the abuse continued.

Abbot Jerome Theisen of St. John's Abbey acknowledged that an internal investigation, conducted after Doe's attorney contacted him, "revealed an isolated incident of sexual abuse," but not a pattern of continued abuse.

In an August 15 letter to parents, Abbot Jerome said he has removed Brother John, 41, from his work in the prep school and university and has referred him for therapy.

He also expressed regret, on behalf of the entire abbey "for harm done in this situation."

"Because of the abbey's and my own concern for victims of sexual abuse," he wrote, "I am committed to providing the necessary pastoral care and assistance."

The lawsuit, filed by St. Paul attorney Jeff Anderson, who specializes in cases of abuse by clergy, seeks damages in excess of \$50,000, which is typical in such cases.

Saint John's University

Business Office

Collegeville, Minnesota 56321

(612) 363-3166

April 2, 1993

TO: Fr. Jonathan Licari, Prior

FROM: Vice President of Administrative Services

RE: Duties Assigned to Br. John Kelly

Per your request, I am summarizing the current functions which Br. John Kelly performs and those that we would like him to perform.

Current Functions

- 1) Executive Director of St. John's University Sports Camps (Salary - \$6,000)

Enclosed is a job description labeled Exhibit A. The specific functions of this position keep him at an arm's length from direct contact with the campers.

- 2) Coordinator of Transportation/Buses (Salary - \$1,000)

This function has been recently curtailed to include:

- overall coordination with bus companies to provide drivers;
- cleaning and general maintenance of the vehicles;
- coordination of bus and van scheduling with the Business Office;
- responsibility for managing the bus and van budget, paying bills, setting rates and charging departments for vehicle use.

- 3) Working on Corporate Grounds (Wage Paid by the Hour)

At arm's length from individual students, John works under the supervision of Br. Mark Kelly and does general grounds maintenance and upkeep. Assigned tasks include: lawn mowing, snowplowing, pruning, etc.

Functions We Would Like John to Perform

In addition to the tasks described under "Current Functions," we would like him to be more directly involved with the users and customers. For example, in his function with the Sports Camps,

OSB KELLY, JOHN_00070

Fr. Jonathan Licari
April 2, 1993
Page 2

it would be important for him to be visible to the campers, coaches, clinicians, counselors, etc., to show that there is general institutional support, concern and oversight for these programs.

Ideally, as Coordinator of Transportation, it would be important for him to be working manager (i.e. actually drive the bus) and provide a visible role specific to the service.

In the Grounds department, current and potential students are our primary customers. As such, a visible role is again very important from the standpoint of the consumer.

If you have any questions, please feel free to contact me.

enclosure



ORDER OF ST. BENEDICT, INC.

Conducting St. John's Abbey, University, Preparatory School, Liturgical Press
COLLEGEVILLE, MINNESOTA 56321

Personnel Office

(612) 363-2508

POSITION DESCRIPTION

JOB TITLE: Executive Director of Saint John's University
Sports Camps

DEPARTMENT: Business Office

FUNCTION OF THE JOB:

The position of the Executive Director of Saint John's University Summer Sports Camps reports directly to the Vice President of Administrative Services. This position is responsible for all sports camps that are managed through the University. It is the responsibility of the Executive Director to see that these camps provide service to pre-college age students and to introduce these young people to the tradition and values of the Benedictine community.

CHARACTERISTIC DUTIES & RESPONSIBILITIES:

Within the limits of authorized University policies and procedures, this position is responsible for and has commensurate authority to accomplish the following duties:

1. Adhere to the financial policies and objectives for the summer sports camps. These are periodically updated by the Vice President of Administrative Services and then reviewed and signed off by the Executive Director and the Vice President of Administrative Services.
2. Responsible for the total public relations and advertising required for the camps.
3. Responsible for hiring competent coaches, support staff, and student employees; for recommending appropriate compensation; and for bringing in sufficient numbers of new staff on a regular basis.

Position Description
Executive Director of Saint John's University Sports Camps
Page 3

MINIMUM DESIRABLE QUALIFICATIONS:

1. A college degree with experience in management and interpersonal relations desirable.
2. Sufficient number of years of experience in either directing or coordinating sports camps.
3. A philosophy to increase sports skills in all participants.
4. A willingness to live on campus during the entire sports season.
5. Flexible hours during the time when camps are scheduled.
6. Ability to seek out and meet the varying needs of the participants.

ADDITIONAL REQUISITES:

1. Team worker with program coordinator skills.
2. Project a positive image of service which is representative of the Executive Director, Summer Sports Camps.
3. Understands the character and mission of St. John's and the Benedictine community.
4. Competence and confidentiality usually expected at this level of responsibility.

COMPENSATION: To be determined by the Vice President of Administrative Services in consultation with the Executive Director

EXECDIR.SUM-2

04-18-85
Reviewed and accepted
by Personnel Services.

OSB KELLY, JOHN_00073

SKYE U. PAYNE, PHD
LICENSED CONSULTING PSYCHOLOGIST

1313 5th ST. SE #726-D MINNEAPOLIS, MN 55414
(612)379-3400

3 May 1993

Abbot Timothy Kelly
St. John's Abbey
Collegeville, MN 56321

RE: Br. John Kelly

Dear Abbot Kelly:

Enclosed is a copy of a signed release from the above-named allowing me to communicate with you about his progress in treatment.

In the time that John and I have been working together, the focus has been on understanding the dynamics of his sexual offense and his making the necessary changes to prevent a recurrence of such an offense. John has been open and straight-forward throughout our sessions, has acknowledged full responsibility for his behavior, has demonstrated a willingness to make amends and has shown empathy for the victim's plight.

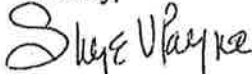
There has been significant growth in John's awareness of himself as a fallible and sexual human being, and he has developed and adhered to appropriate safeguards in limiting his contacts with students who might be vulnerable to him. At the same time, he has developed more appropriate friendships and non-sexual outlets for his need to connect with others, and has integrated his growing self-awareness with a renewed sense of the meaningfulness of his role in the monastic community.

John had not, at the time of the offense ten years ago, paid attention to the inherent power and influence of his position. Nor to how he was using that power and influence to distort his relationship with the student involved from one of John helping the boy to understand and appropriately deal with his issues to one in which the boy was used to help John inappropriately meet his own needs. This is a pattern which he does now recognize and understands and can avoid repeating.

John is making good progress in his work and seems committed to resolving the difficulties which led to his offense. However, at this time, I would not recommend his being in any position within the schools where he would have individual contact with students, or would be supervising students individually on work programs. Group contacts or contact with individual students with another adult present would not be a problem.

John is developing a more sensitive and empathic awareness of the impact he has on others, of the need for him always to be alert to triggers to his acting out, and has been taking steps to change his behavior toward others accordingly. I expect him to do well with this treatment and to be a responsible member of the Community

Sincerely,


Skye V Payne, Ph.D.

SVP/slf

OSB KELLY, JOHN_00075

CLIENT INFORMATION EXCHANGE CONSENT FORM

1919 FIFTH ST. SE #126-D
MINNEAPOLIS, MN 55414

(612) 379-3910

RE: JOHN KELLY
(Name of Client)
BIRTHDATE: 10-28-50

This authorizes Skye V. Payne, PhD, Lic. CONSULTING PSYCHOLOGIST, to release to receive from:

Abbot Timothy Kelly St. John's Abbey Collegeville MN 56321
(Name/Title of Person/Organization) (Address) (City) (State)

pertinent information from my case record for the approximate dates:

anytime
(Approximate Date)

Information to Release is:

- Social/Psychological/Intake evaluation
- Physical examination or tests
- Summary of treatment contacts
- Chemical dependency evaluation
- Mental retardation evaluation
- Other as well as needed

Information to receive is:

- Social/Psychological/Psychiatric evaluation
- Physical examination or tests
- Summary of treatment contacts
- Chemical dependency evaluation
- Mental retardation evaluation
- Other

This information is to be used for the following purpose(s):

request of client

I understand that I may refuse to sign this consent, but that refusal may have consequences which have been explained.

I understand this consent expires after: (check one)

- fulfillment of the above-stated purpose
- at time of discharge from treatment, but not longer than one year from signature date

I understand I may revoke this consent in writing at any time.

X [Signature]
Client

5/3/93
Date

Parent or Legal Guardian (specify relationship)

[Signature]
Witness

Skye V Payne, PhD, L.P.
Clinician

PROHIBITION OF REDISCLOSURE: THIS INFORMATION HAS BEEN DISCLOSED TO YOU FROM RECORDS WHOSE CONFIDENTIALITY IS PROTECTED BY FEDERAL LAW. FEDERAL REGULATIONS WHEN APPLICABLE (42 CFR PART 2) PROHIBIT YOU FROM MAKING ANY FURTHER DISCLOSURE OF THIS INFORMATION EXCEPT WITH THE SPECIFIC WRITTEN CONSENT OF THE PERSON TO WHOM IT PERTAINS. A GENERAL AUTHORIZATION FOR THE RELEASE OF MEDICAL OR OTHER INFORMATION IF HELD BY ANOTHER PARTY IS NOT SUFFICIENT FOR THIS PURPOSE. FEDERAL REGULATIONS STATE THAT ANY PERSON WHO VIOLATES ANY PROVISION OF THIS LAW SHALL BE FINED NOT MORE THAN \$500 IN THE CASE OF A FIRST OFFENSE AND NOT MORE THAN \$5,000 IN THE CASE OF EACH SUBSEQUENT OFFENSE.

5/31/90

OSB KELLY, JOHN_00076

Sunday August 1st

This past Wednesday I received the final papers of settlement on the lawsuit filed against me a little over a year ago. This brings to a close the lawsuit and any further action. I realize this has been a very painful time for our community and I am deeply sorry for all of the pain, hurt and shame that I have brought Saint John's. As a community you have been very kind to me and I want to thank you for this kindness. Please keep me and my family in your prayers.

John Kelly

11/11/11

11/11/11

11

OSB KELLY, JOHN_00077

ST. JOHN'S ABBEY
COLLEGEVILLE, MINNESOTA 56321

8/1/93

John Kelly announced that his
legal case, ^{a lawsuit} had been settled recently.
He expressed gratitude for the support
of the Community and asked for
prayers for himself and family.

V.T.

SHYE U. PAYNE, PHD
LICENSED CONSULTING PSYCHOLOGIST

1313 5th ST. SE #126-0 MINNEAPOLIS, MN 55454

(612)379-3900

23 August 1993

Abbot Timothy Kelly
St. John's Abbey
Collegeville, MN 56321

RE: Br. John Kelly

Dear Abbot Kelly:

This is in follow-up to my last communication with you regarding the above-named and his progress in therapy to date.

Br. John Kelly has completed the goals established at the outset of our work together, and at this point he has a good understanding of the factors that led to his inappropriate behavior as well as a good understanding of the steps he needs to follow to prevent a recurrence. He has made significant changes in his relationships with other members of the community, with his awareness of and ability to handle his own emotional needs, and he has rededicated himself to his commitments.

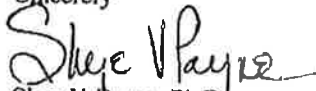
The therapy has now moved into an aftercare phase, which involves a gradual reduction of visits by increasing the time between appointments. Typically the pattern involves a series of biweekly, then monthly, bimonthly, and, finally, quarterly appointments until complete termination is reached. The decrease will occur over the coming year.

Br. Kelly is at a low risk to reoffend at this time and I would be comfortable with his driving student groups for scheduled school activities or supervising college students who may work in his areas. It is appropriate that he continue to reside outside the dorm areas and not be involved in personal counseling relationships with students.

It should be stressed that Br. Kelly has shown consistent progress in his therapy, has developed a real sense of empathy and responsibility toward others, and has resolved many of the questions and issues which triggered his inappropriate behavior.

If you have any questions, or need further information from me, please call me at my Dinkytown office: 379-3910.

Sincerely


Skye V Payne, Ph.D.
Licensed Psychologist

SVP/slf

OSB KELLY, JOHN_00079

SAINT JOHN'S ABBEY

BOX 2015

COLLEGEVILLE, MINNESOTA 56321-2015

OFFICE OF THE ABBOT

26 August 1993

Sky V. Payne, Ph.D.
1313 Fifth Street S.E. #126-D
Minneapolis, Minnesota 55414

Dear Dr. Payne:

Your report on Brother John Kelly has reached me and I want to thank you for the reports you have given and for the work you have done and will continue to do with this confrere. I see much evidence in him of the effectiveness of the work he has done with you and I am most appreciative of your willingness to be of such great help to him.

Sincerely in Christ,

Abbot Timothy Kelly, O.S.B.

TK/kr

PHONE 612 363-2544  FAX 612 363-3082

OSB KELLY, JOHN_00080

Skye V Payne, Ph.D.
Licensed Psychologist
1313 Fifth Street S.E.
Suite #341
Minneapolis, MN 55414

23 September 1994

Abbot Timothy Kelly
St. John's Abbey
Collegeville, MN 56321

RE: Br. John Kelly

Dear Abbot Kelly,

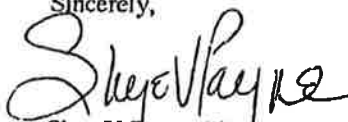
This will serve as my final report to you regarding the above-named, whom I have now discharged from therapy.

Our final session was held 09/07/94 and at that time we reviewed all of the issues covered in the time we have been meeting together as well as current issues Br. Kelly is dealing with. In my opinion, he has made excellent use of the therapy to work through the sources of his previous inappropriate behavior, and has also learned ways to cope effectively with new difficulties that might arise.

At this time, I do not see a need for further therapy sessions, but have let Br. Kelly know that I would be available to him again in the future if need arises. In my opinion, he is at low risk to reoffend and I do not believe he needs to have ongoing supervision of all his contacts with students.

If you have any questions or need additional information, please do not hesitate to contact me. It has been gratifying to work with Br. Kelly and to serve the Community.

Sincerely,


Skye V Payne, PhD
Licensed Psychologist

SVP/slf

Medical

FY: 1995-96

ORDER OF SAINT BENEDICT
Human Resources Office
Collegeville, Minnesota

Administrative Pre-Contract Data Form

Division: University
Time: part-time
Religious Status: St. John's Monk

Name: Br. John Kelly, O.S.B.
Title: Director of Transportation
Service (New Contract Inclusive):
Date of Original Employment:

Percent: n/a Department: Transportation
Percent: Department:

Base Salary: n/a Number of Equal Payments: 12
Suppl'l Adjustment: Payroll Begins the Month of: July
Actual Salary: 14,350* Contract Begins: July 1, 1995
Contract Ends: June 30, 1996

Notes:

*The salary is based on the number of miles driven. Bus - 25,000 miles at 35 cents per mile = \$8,750 plus van at 80,000 miles at 7 cents per mile = \$5,600 for a total of \$14,350.

10.000

Benefit Information

Pension: Date Eligible: ___/___/___
First Time Calc: Inst: ___ % = ___ ; Ind: ___ % = ___

Long Term Disability: Date Eligible: ___/___/___
Health, Life, Dental: Date Eligible: ___/___/___

Payroll Information

Social Security #: Department #: 1-69490-1045
Monthly Salary: Start: July 95 End: June 96

Executive-in-Charge

Date

Budget Officer

Date

1-9-95

Human Resources

Date

OSB KELLY, JOHN_00082



KELLY, BR. JOHN

ORDER OF ST. BENEDICT, INC.

Conducting St. John's Abbey, University, Preparatory School, Liturgical Press
Box 5000
COLLEGEVILLE, MINNESOTA 56321-5000

Human Resources

(612) 363-2508
FAX (612) 363-2115

POSITION DESCRIPTION

JOB TITLE: Groundskeeper

DEPARTMENT: Grounds

FUNCTION OF JOB:

Under the direct supervision of the Supervisor of Groundskeeping, this position performs manual labor associated with the care and maintenance of lawns requiring mowing, trimming and other activities deemed necessary to provide a pleasing grounds appearance in the summer months. In the winter months it requires the use of heavy equipment to perform the duties of snow removal from roads, parking lots and sidewalks as directed. It also requires the duties of hauling coal from Collegeville to the Power House on a weekly basis as needed during the winter months.

DUTIES AND RESPONSIBILITIES:

1. Operate and use motorized equipment and hand operated tools and machines used by the department in the care and maintenance of the institution's grounds, roads and sidewalks.
2. Maintenance of all vehicles: cleaning, washing, and repairing before each trip. Plus any normal servicing that is needed on a regular basis.
3. Assist in the moving of institutional equipment, furniture, supplies and other materials using hand carts, trucks or hand carry.
4. Efficiently use chemicals, tools and motorized equipment in the performance of duties.
5. Perform related duties as assigned.

DESIRED MINIMUM QUALIFICATIONS:

1. Ability to follow instructions and work with a minimum of direct supervision.
2. Ability and willingness to work as directed.
3. High School degree required.
4. Valid "CDL Class B" vehicle operators license air brake endorsement.

An Equal Opportunity Employer

OSB KELLY, JOHN_00083

5. Ability to perform routine maintenance, washing and upkeep on all vehicles used in the department.
6. Be punctual and reliable to work any hour or day of the week when weather conditions require the removal of snow and be available to work until the job is completed.

Working Hours: Normally Monday through Friday, 12:30 p.m. to 4:30 p.m. except during inclement weather when services may be required during any hour or day of the week and for a prolonged period of time.

ADDITIONAL REQUISITES:

1. Ability to interact with the communities of Saint John's University and the College of Saint Benedict as an integral part of the staff and faculty.
2. Project a positive image of service which represents the unit to which assigned.
3. Ability to acquire an understanding of the character and mission of Saint John's University and the College of Saint Benedict.
4. A willingness to maintain a high level of competence. Discreet judgment and confidentiality are expected at this level of responsibility.

APPOINTMENT:

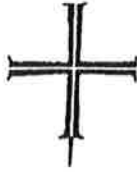
Hourly, 12-month, part-time position.

SALARY:

POSTED:

July 3, 1995
Reviewed and accepted
by Human Resources

John Kelly



ORDER OF ST. BENEDICT, INC.

Conducting St. John's Abbey, University, Preparatory School, Liturgical Press
Box 5000
COLLEGEVILLE, MINNESOTA 56321-5000

Human Resources

(612) 363-2508
FAX (612) 363-2115

POSITION DESCRIPTION

JOB TITLE: Groundskeeper

DEPARTMENT: Grounds

FUNCTION OF JOB:

Under the direct supervision of the Supervisor of Groundskeeping, this position performs manual labor associated with the care and maintenance of lawns requiring mowing, trimming and other activities deemed necessary to provide a pleasing grounds appearance in the summer months. In the winter months it requires the use of heavy equipment to perform the duties of snow removal from roads, parking lots and sidewalks as directed. It also requires the duties of hauling coal from Collegeville to the Power House on a weekly basis as needed during the winter months.

DUTIES AND RESPONSIBILITIES:

1. Operate and use motorized equipment and hand operated tools and machines used by the department in the care and maintenance of the institution's grounds, roads and sidewalks.
2. Maintenance of all vehicles: cleaning, washing, and repairing before each trip. Plus any normal servicing that is needed on a regular basis.
3. Assist in the moving of institutional equipment, furniture, supplies and other materials using hand carts, trucks or hand carry.
4. Efficiently use chemicals, tools and motorized equipment in the performance of duties.
5. Perform related duties as assigned.

DESIRED MINIMUM QUALIFICATIONS:

1. Ability to follow instructions and work with a minimum of direct supervision.
2. Ability and willingness to work as directed.
3. High School degree required.
4. Valid "CDL Class B" vehicle operators license air brake endorsement.

An Equal Opportunity Employer

OSB KELLY, JOHN_00085

5. Ability to perform routine maintenance, washing and upkeep on all vehicles used in the department.
6. Be punctual and reliable to work any hour or day of the week when weather conditions require the removal of snow and be available to work until the job is completed.

Working Hours: Normally Monday through Friday, 12:30 p.m. to 4:30 p.m. except during inclement weather when services may be required during any hour or day of the week and for a prolonged period of time.

ADDITIONAL REQUISITES:

1. Ability to interact with the communities of Saint John's University and the College of Saint Benedict as an integral part of the staff and faculty.
2. Project a positive image of service which represents the unit to which assigned.
3. Ability to acquire an understanding of the character and mission of Saint John's University and the College of Saint Benedict.
4. A willingness to maintain a high level of competence. Discreet judgment and confidentiality are expected at this level of responsibility.

APPOINTMENT:

Hourly, 12-month, part-time position.

SALARY:

POSTED:

July 3, 1995
Revised and accepted
by Human Resources



ORDER OF ST. BENEDICT, INC.

Conducting St. John's Abbey, University, Preparatory School, Liturgical Press
Box 5000
COLLEGEVILLE, MINNESOTA 56321-5000

Human Resources

POSITION DESCRIPTION

(612) 363-2508
FAX (612) 363-2115

JOB TITLE: University Sports Camps Coordinator

DEPARTMENT: Business Office

FUNCTION OF THE JOB:

The position of the University Sports Camp Coordinator reports to the Accounting Office Manager. This position is responsible for all sports camps that are managed through the University. It is the responsibility of the Coordinator to see that these camps provide service to pre-college age students and to introduce these young people to the tradition and values of the Benedictine Community.

CHARACTERISTIC DUTIES & RESPONSIBILITIES:

Within the limits of authorized University policies and procedures, this position is responsible for and has commensurate authority to accomplish the following duties:

1. Responsible for the entire public relations for the sports camps including the brochure preparation and advertising in consultation with the coaches.
2. Responsible for the coordination between the Special Events Office and the coaches on all aspects of the sports camps including meals, housing etc.
3. Responsible for the financial aspects of the Sports Camps, including assistance in maintaining parity of salary among the coaches, the classification of revenue and expenses and the preparation of a summary of activities at the end of the summer.
4. Responsible for the prompt response of any inquiry from campers parents and the immediate resolution of any problem involving the summer camps.
5. Purchases equipment as needed for the summer camps.
6. Performs other duties as assigned.

DESIRED MINIMUM QUALIFICATIONS:

1. Preferred experience in administrative positions.
2. Previous experience in organizing and prompting services preferred.
3. B.A. degree preferred.
4. Be punctual and reliable to work any hour of the day of the week when conditions require and be expected to work until the jobs are completed.

DESIRABLE QUALIFICATIONS:

1. Bachelor's Degree in accounting.
2. Ability to interact tactfully with faculty and staff.
3. Ability to analyze and synthesize complex data.
4. Experience in not-for-profit accounting.
5. Experience with personal computers.

ADDITIONAL REQUISITES:

1. Ability to interact with the communities of Saint John's University and the College of Saint Benedict as an integral part of the staff and faculty.
2. Project a positive image of service which represents the unit to which assigned.
3. Ability to acquire an understanding of the character and mission of St. John's and the College of St. Benedict.
4. A willingness to maintain a high level of competence. Discreet judgment and confidentiality are expected at this level of responsibility.

APPOINTMENT:

Administrative Part-time

1/8/94

ORDER OF SAINT BENEDICT
Collegeville, MN 56321

CORPORATE RELIGIOUS ADMINISTRATIVE ASSIGNMENT

The Order of Saint Benedict, called "ORDER," hereby assigns Br. John Kelly, O.S.B. a religious assignment.

1. **Assignment:** By mutual agreement, Br. John Kelly, O.S.B. is assigned as Coordinator of Sports Camps in the University Division in service to the ORDER. Duties and responsibilities are contained in the Incumbent's position description which may be subsequently amended.
2. **Time:** Assignment equals 15% time.
3. **Remuneration:** A sum of \$n/a in accordance with a base remuneration of \$2,825, payable to the ORDER, is budgeted for services to be rendered. This assignment is contingent on projected levels of revenue not falling significantly below the level budgeted for 1995-98. As additional compensation hereunder the ORDER shall receive the dollar equivalent of such fringe benefits as are from time to time promulgated for administrative employees.
4. **Duration:** The duration of this agreement is from October 1, 1994 through September 30, 1995.
5. **Administrative Personnel Policies and Procedures:** The provisions of the Administrative Personnel Policies and Procedures of the ORDER, Collegeville, Minnesota, 1988, as may be subsequently amended, and not in conflict with this assignment, are hereby incorporated by reference and made a part of this assignment, and both the ORDER and APPOINTEE agree to be bound by the rules and regulations contained therein.

Oct 1996 - Sept 97
Oct 97 - Sept 98

IN WITNESS WHEREOF, the Parties hereto have set their hands on the day and year appearing below.

DIVISIONAL RECOMMENDATION:

Dated: 11/19/94

By: Dietrich Reinhart, O.S.B.
Br. Dietrich Reinhart, O.S.B.
President

AUTHORIZATION OF ASSIGNMENT:

ORDER OF SAINT BENEDICT

Dated: _____

By: _____
Abbot Timothy Kelly, O.S.B.

To be effective, this assignment must be signed and returned to the Business Office (Q128) by January 24, 1996.

Dated: Jan 19, 1996

By: J. Kelly
Br. John Kelly, O.S.B.

ORDER OF SAINT BENEDICT
Collegeville, MN 56321

CORPORATE RELIGIOUS ADMINISTRATIVE ASSIGNMENT

The Order of Saint Benedict, called "ORDER," hereby assigns Br. John Kelly, O.S.B. a religious assignment.

1. **Assignment:** By mutual agreement, Br. John Kelly, O.S.B. is assigned as Director of Transportation in the University Division in service to the ORDER. Duties and responsibilities are contained in the Incumbent's position description which may be subsequently amended.
2. **Time:** Assignment equals n/a time.
3. **Remuneration:** A sum of \$n/a in accordance with a base remuneration of \$14,350*, payable to the ORDER, is budgeted for services to be rendered. This assignment is contingent on projected levels of revenue not falling significantly below the level budgeted for 1995-96. As additional compensation hereunder the ORDER shall receive the dollar equivalent of such fringe benefits as are from time to time promulgated for administrative employees.
4. **Duration:** The duration of this agreement is from July 1, 1996 through June 30, 1996.
5. **Administrative Personnel Policies and Procedures:** The provisions of the Administrative Personnel Policies and Procedures of the ORDER, Collegeville, Minnesota, 1986, as may be subsequently amended, and not in conflict with this assignment, are hereby incorporated by reference and made a part of this assignment, and both the ORDER and APPOINTEE agree to be bound by the rules and regulations contained therein.

IN WITNESS WHEREOF, the Parties hereto have set their hands on the day and year appearing below.

DIVISIONAL RECOMMENDATION:

Dated: 11/11/96

By: Dietrich Reinhart, O.S.B.
Br. Dietrich Reinhart, O.S.B.
President

AUTHORIZATION OF ASSIGNMENT:

ORDER OF SAINT BENEDICT

Dated: Jan 17, 1996

By: Timothy Kelly, O.S.B.
Abbot Timothy Kelly, O.S.B.

To be effective, this assignment must be signed and returned to the Business Office (Q128) by January 24, 1995.

Dated: Jan 19, 1996

By: J. Kelly
Br. John Kelly, O.S.B.

*The salary is based on the number of miles driven. Bus - 25,000 miles at thirty-five cents per mile equals \$8,750; van - 80,000 at seven cents per mile equals \$5,600 for a total of \$14,350.

ORDER OF SAINT BENEDICT
Human Resources Office
Collegeville, Minnesota

Administrative Pre-Contract Data Form

Division: University
Time: part-time
Religious Status: St. John's Monk

Name: Br. John Kelly, O.S.B.
Title: Coordinator of Sports Camps
Service (New Contract Inclusive):
Date of Original Employment:

Percent: 15% Department: Sports Camps
Percent: Department:

Base Salary: n/a Number of Equal Payments: 12
Suppl Adjustment: Payroll Begins the Month of: October
Actual Salary: 2,825 Contract Begins: October 1, 1994
Contract Ends: September 30, 1995

Notes:

Benefit Information

Pension: Date Eligible: ___/___/___
First Time Calc: Inst: ___ % = ___ ; Ind: ___ % = ___

Long Term Disability: Date Eligible: ___/___/___
Health, Life, Dental: Date Eligible: ___/___/___

Payroll Information

Social Security #: Department #: 1-69450-1045
Monthly Salary: Start: October 94 End: September 95

Executive-In-Charge

Date

Budget Officer

Date

Human Resources

Date

1/9/96

2/16/96

OSB KELLY, JOHN_00091

ORDER OF SAINT BENEDICT
Collegeville, MN 56321

CORPORATE RELIGIOUS ADMINISTRATIVE ASSIGNMENT

The Order of Saint Benedict, called "ORDER," hereby assigns Br. John Kelly, O.S.B., a religious assignment.

1. **Assignment:** By mutual agreement, Br. John Kelly, O.S.B. is assigned as Director of Transportation in the University Division in service to the ORDER. Duties and responsibilities are contained in the incumbent's position description which may be subsequently amended.
2. **Time:** Assignment equals n/a time.
3. **Remuneration:** A sum of \$n/a in accordance with a base remuneration of \$14,350*, payable to the ORDER, is budgeted for services to be rendered. This assignment is contingent on projected levels of revenue not falling significantly below the level budgeted for 1995-96. As additional compensation hereunder the ORDER shall receive the dollar equivalent of such fringe benefits as are from time to time promulgated for administrative employees.
4. **Duration:** The duration of this agreement is from July 1, 1995 through June 30, 1996.
5. **Administrative Personnel Policies and Procedures:** The provisions of the Administrative Personnel Policies and Procedures of the ORDER, Collegeville, Minnesota, 1986, as may be subsequently amended, and not in conflict with this assignment, are hereby incorporated by reference and made a part of this assignment, and both the ORDER and APPOINTEE agree to be bound by the rules and regulations contained therein.

IN WITNESS WHEREOF, the Parties hereto have set their hands on the day and year appearing below.

DIVISIONAL RECOMMENDATION:

Dated: 11/1/96

By: Dietrich Reinhart, O.S.B.
Br. Dietrich Reinhart, O.S.B.
President

AUTHORIZATION OF ASSIGNMENT:

ORDER OF SAINT BENEDICT

Dated: Jan. 17, 1996

By: Timothy Kelly, O.S.B.
Abbot Timothy Kelly, O.S.B.

To be effective, this assignment must be signed and returned to the Business Office (Q128) by January 24, 1995.

Dated: Jan 19, 1996

By: J. Kelly
Br. John Kelly, O.S.B.

*The salary is based on the number of miles driven. Bus - 25,000 miles at thirty-five cents per mile equals \$8,750; van - 80,000 at seven cents per mile equals \$5,600 for a total of \$14,350.

ORDER OF SAINT BENEDICT
Collegeville, MN 56321

CORPORATE RELIGIOUS ADMINISTRATIVE ASSIGNMENT

The Order of Saint Benedict, called "ORDER," hereby assigns Br. John Kelly, O.S.B., a religious assignment.

1. **Assignment:** By mutual agreement, Br. John Kelly, O.S.B. is assigned as Coordinator of Sports Camps in the University Division in service to the ORDER. Duties and responsibilities are contained in the incumbent's position description which may be subsequently amended.
2. **Time:** Assignment equals 15% time.
3. **Remuneration:** A sum of \$n/a in accordance with a base remuneration of \$2,825, payable to the ORDER, is budgeted for services to be rendered. This assignment is contingent on projected levels of revenue not falling significantly below the level budgeted for 1995-96. As additional compensation hereunder the ORDER shall receive the dollar equivalent of such fringe benefits as are from time to time promulgated for administrative employees.
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5. **Administrative Personnel Policies and Procedures:** The provisions of the Administrative Personnel Policies and Procedures of the ORDER, Collegeville, Minnesota, 1988, as may be subsequently amended, and not in conflict with this assignment, are hereby incorporated by reference and made a part of this assignment, and both the ORDER and APPOINTEE agree to be bound by the rules and regulations contained therein.

IN WITNESS WHEREOF, the Parties hereto have set their hands on the day and year appearing below.

DIVISIONAL RECOMMENDATION:

Dated: 1/11/96

By: Dietrich Reinhart, O.S.B.
Br. Dietrich Reinhart, O.S.B.
President

AUTHORIZATION OF ASSIGNMENT:

Dated: 2-16-96

ORDER OF SAINT BENEDICT
By: Timothy Kelly, O.S.B.
Abbot Timothy Kelly, O.S.B.

To be effective, this assignment must be signed and returned to the Business Office (Q128) by January 24, 1995.

Dated: Jan 19, 1996

By: John Kelly, O.S.B.
Br. John Kelly, O.S.B.



ORDER OF ST. BENEDICT, INC.

Conducting St. John's Abbey, University, Preparatory School, Liturgical Press
Box 5000
COLLEGEVILLE, MINNESOTA 56321-5000

Human Resources

(612) 363-2508
FAX (612) 363-2115

MONASTIC EMPLOYMENT AGREEMENT - Stipend/Hourly Pay

EMPLOYMENT AGREEMENT FOR POSITIONS OTHER THAN FACULTY, ADMINISTRATION & WORKSHOP/GRANT STIPENDS

The undersigned agrees to provide services to the Order of St. Benedict.

The stipend payment/hourly rate of pay agreed to in this document shall constitute full payment for any and all services rendered by the recipient and no other payment is authorized unless specifically authorized by other agreements.

General Information
(Please Print/Type all Information)

Name: KELLY BR. JOHN, OSB
Last Name First Name Middle Initial

Monastery Address: MONASTERY Q234 A; ST. JOHN'S ABBEY
COLLEGEVILLE, MN 56321
Zip Code

Race/National Origin (Please check one):

White (Not of Hispanic Origin) Asian or Pacific Islander
 Black (Not of Hispanic Origin) American Indian or Alaskan Native
 Hispanic

PLEASE COMPLETE INFORMATION ON THE REVERSE SIDE

4- Equal Opportunity Employer

OSB KELLY, JOHN_00095

Please Check One:

Service From: 6/21/95 Service To: 6/20/96

Stipend payment or hourly rate of pay: \$ ~~9.00~~ 12.00 BP + H.T.

Budget Account Number to be charged: _____

Budget Account Name: _____

Please select the appropriate payment type below (i.e. Stipend Payment or Hourly)

HOURLY

Hourly wages require an authorized time card.
Hours worked shall not be exceeded _____ hours without further authorization.

STIPEND PAYMENT

Payable:

\$	DATE:	\$	DATE:	\$	DATE:
\$	DATE:	\$	DATE:	\$	DATE:

Title: _____

Services to be performed: _____ Location: **GROUNDS CREW**

I have read and understand the terms and conditions of this agreement and affirm that I have answered all of the questions truthfully and to the best of my knowledge. Failure to perform the services covered by this agreement may cause the forfeiture of all or part of the stipend.

John D. Kelly

Recipient Signature

1-23-96

Date

AUTHORIZATIONS

Department Head: _____
Signature

Human Resource Officer: _____
Date 1/29/96

Budget Officer: _____
Signature _____
Date 1/26/96

FY: 1995-96

ORDER OF SAINT BENEDICT
Human Resources Office
Collegeville, Minnesota

Administrative Pre-Contract Data Form

Division: University
Time: part-time
Religious Status: St. John's Monk

Name: Br. John Kelly, O.S.B.
Title: Coordinator of Sports Camps
Service (New Contract Inclusive):
Date of Original Employment:

Percent: 15% Department: Sports Camps
Percent: Department:

Base Salary: n/a Number of Equal Payments: 12
Suppl Adjustment: Payroll Begins the Month of: October
Actual Salary: 2,825 Contract Begins: October 1, 1995
Contract Ends: September 30, 1996

Notes:

Benefit Information

Pension: Date Eligible: / /
First Time Calc: Inst: % = ; Ind: % =

Long Term Disability: Date Eligible: / /
Health, Life, Dental: Date Eligible: / /

Payroll Information

Social Security #: Department #: 1-80450-1045
Monthly Salary: Start: October 95 End: September 96

Executive in Charge

Date

4/10/96

Director

Date

4/10/96

Human Resources

Date

OSB KELLY, JOHN_00097

ORDER OF SAINT BENEDICT
Collegeville, MN 56321

CORPORATE RELIGIOUS ADMINISTRATIVE ASSIGNMENT

The Order of Saint Benedict, called "ORDER," hereby assigns Br. John Kelly, O.S.B. a religious assignment.

1. **Assignment:** By mutual agreement, Br. John Kelly, O.S.B. is assigned as Coordinator of Sports Camps in the University Division in service to the ORDER. Duties and responsibilities are contained in the incumbent's position description which may be subsequently amended.
2. **Time:** Assignment equals 15% time.
3. **Remuneration:** A sum of \$2,825 in accordance with a base remuneration of \$n/a, payable to the ORDER, is budgeted for services to be rendered. This assignment is contingent on projected levels of revenue not falling significantly below the level budgeted for 1995-96. As additional compensation hereunder, the ORDER shall receive the dollar equivalent of such fringe benefits as are from time to time promulgated for administrative employees.
4. **Duration:** The duration of this agreement is from October 1, 1995 through September 30, 1996.
5. **Administrative Personnel Policies and Procedures:** The provisions of the Administrative Personnel Policies and Procedures of the ORDER, Collegeville, Minnesota, 1986, as may be subsequently amended, and not in conflict with this assignment, are hereby incorporated by reference and made a part of this assignment, and both the ORDER and APPOINTEE agree to be bound by the rules and regulations contained therein.

IN WITNESS WHEREOF, the Parties hereto have set their hands on the day and year appearing below.

DIVISIONAL RECOMMENDATION:

Dated: April 10, 1996

By: Dietrich Reinhart, O.S.B.
Dietrich Reinhart, O.S.B.

AUTHORIZATION OF ASSIGNMENT:

ORDER OF SAINT BENEDICT

Dated: 4/13/96

By: Abbot Timothy Kelly, O.S.B.
Abbot Timothy Kelly, O.S.B.

To be effective, this assignment must be signed and returned to the Business Office (Q128) by April 25, 1996.

Dated: 4-16-96

By: Br. John Kelly, O.S.B.
Br. John Kelly, O.S.B.

FY: 1996-97

ORDER OF SAINT BENEDICT
Human Resources Office
Collegeville, Minnesota

Administrative Pre-Contract Data Form

Division: University
Time: part-time
Religious Status: St. John's Monk

Name: Br. John Kelly, O.S.B.
Title: Director of Transportation
Years in Service (New Contract Inclusive):

Percent: 0.0000 Department: Transportation 1-69490-1045
Percent: Department:
Percent: Department:

Total: 0.0000

Base Salary: 0 Number of Equal Payments: 12
Suppl Adj: 0 Payroll Begins the Month of: July
Actual Salary: 15,600* Contract Begins: July 1, 1996
Contract Ends: June 30, 1997

Notes:

*The salary is based on the number of miles driven. Bus - 25,000 miles at 40 cents per mile = \$10,000; Van - 80,000 at 7 cents per mile = \$5,600 for a total of \$15,600.

Payroll Information

Contract Verified by: _____ Date: _____

Social Security #: Name: Br. John Kelly, O.S.B.
Job Group: M Job Title: 2250
Monthly Salary: 1300.00 Start: July End: June

Executive-in-Charge _____ 6/96 /Date Budget Office _____ 6/96 /Date

OSB KELLY, JOHN_00099

ORDER OF SAINT BENEDICT
Collegeville, MN 56321

CORPORATE RELIGIOUS ADMINISTRATIVE ASSIGNMENT

The Order of Saint Benedict, called "ORDER," hereby assigns Br. John Kelly, O.S.B. a religious assignment.

1. **Assignment:** By mutual agreement, Br. John Kelly, O.S.B. is assigned as Director of Transportation in the University Division in service to the ORDER. Duties and responsibilities are contained in the incumbent's position description which may be subsequently amended.
2. **Time:** Assignment equals n/a time.
3. **Remuneration:** A sum of \$15,600* in accordance with a base remuneration of \$n/a, payable to the ORDER, is budgeted for services to be rendered. This assignment is contingent on projected levels of revenue not falling significantly below the level budgeted for 1996-97. As additional compensation hereunder, the ORDER shall receive the dollar equivalent of such fringe benefits as are from time to time promulgated for administrative employees.
4. **Duration:** The duration of this agreement is from July 1, 1996 through June 30, 1997.
5. **Administrative Personnel Policies and Procedures:** The provisions of the Administrative Personnel Policies and Procedures of the ORDER, Collegeville, Minnesota, 1986, as may be subsequently amended, and not in conflict with this assignment, are hereby incorporated by reference and made a part of this assignment, and both the ORDER and APPOINTEE agree to be bound by the rules and regulations contained therein.

IN WITNESS WHEREOF, the Parties hereto have set their hands on the day and year appearing below.

DIVISIONAL RECOMMENDATION:

Dated: June 6, 1996

By: Dietrich Reinhart, O.S.B.
Dietrich Reinhart, O.S.B.
President

AUTHORIZATION OF ASSIGNMENT:

ORDER OF SAINT BENEDICT

Dated: June 6, 1996

By: Timothy Kelly, O.S.B.
Abbot Timothy Kelly, O.S.B.

To be effective, this assignment must be signed and returned to the Business Office (Q128) by June 20, 1996.

Dated: June 7, 1996

By: Br. John Kelly, O.S.B.
Br. John Kelly, O.S.B.

*The salary is based on the number of miles driven. (Bus - 25,000 miles at forty cents per mile equals \$10,000; Van - 80,000 miles at seven cents per mile equals \$5,600 for a total of \$15,600.

1997-98
FY: 1998-99

ORDER OF SAINT BENEDICT
Human Resources Office
Collegeville, Minnesota

Administrative Pre-Contract Data Form

Division: University
Time: part-time
Religious Status: St. John's Monk

Name: Br. John Kelly, O.S.B.
Title: Coordinator of Sports Camps
Years in Service (New Contract Inclusive):

Percent: 15% Department: Sports Camps 1-69450-1045
Percent: Department:
Total: 15%

Base Salary: 3,500 Number of Equal Payments: 12
Suppl Adj: 0 Payroll Begins the Month of: October
Actual Salary: 3,500 Contract Begins: October 1, 1996
Contract Ends: September 30, 1997

Notes:

Payroll Information

Contract Verified by: _____ Date: _____

Social Security #: _____ Name: Br. John Kelly, O.S.B.
Job Group: _____ Job Title:
Monthly Salary: _____ Start: October 96 End: September 97

Executive-in-Charge _____ Date _____ Budget Officer *[Signature]* Date _____

OSB KELLY, JOHN_00101

1117 - 28
FY: 1998-99

ORDER OF SAINT BENEDICT
Human Resources Office
Collegeville, Minnesota

Administrative Pre-Contract Data Form

Division: University
Time: part-time
Religious Status: St. John's Monk

Name: Br. John Kelly, O.S.B.
Title: Director of Transportation
Years in Service (New Contract Inclusive):

Percent: n/a Department: Transportation 1-69490-1045
Percent: Department:
Total: n/a

Base Salary: n/a Number of Equal Payments: 12
Suppl Adj: 0 Payroll Begins the Month of: July
Actual Salary: 15,600 Contract Begins: July 1, 1997
Contract Ends: June 30, 1998

Notes:

*The salary is based on the number of miles driven. Bus - 25,000 miles at 40 cents per mile equals \$10,000 plus van at 80,000 miles at 7 cents per mile equals \$5,600 for a total of \$15,600.

Payroll Information

Contract Verified by: _____ Date: _____

Social Security #: _____ Name: Br. John Kelly, O.S.B.
Job Group: _____ Job Title:
Monthly Salary: _____ Start: July 97 End: June 98

Executive-in-Charge

Date

Budget Office

Date

6/3/98

OSB KELLY, JOHN_00102

ORDER OF SAINT BENEDICT
Collegeville, MN 56321

CORPORATE RELIGIOUS ADMINISTRATIVE ASSIGNMENT

The Order of Saint Benedict, called "ORDER," hereby assigns Br. John Kelly, O.S.B. a religious assignment.

1. **Assignment:** By mutual agreement, Br. John Kelly, O.S.B. is assigned as Coordinator of Sports Camps in the University Division in service to the ORDER. Duties and responsibilities are contained in the incumbent's position description which may be subsequently amended.
2. **Time:** Assignment equals 15% time.
3. **Remuneration:** A sum of \$3,500 in accordance with a base remuneration of \$n/a, payable to the ORDER, is budgeted for services to be rendered. This assignment is contingent on projected levels of revenue not falling significantly below the level budgeted for 1997-98. As additional compensation hereunder, the ORDER shall receive the dollar equivalent of such fringe benefits as are from time to time promulgated for administrative employees.
4. **Duration:** The duration of this agreement is from July 1, 1997 through June 30, 1998.
5. **Administrative Personnel Policies and Procedures:** The provisions of the Administrative Personnel Policies and Procedures of the ORDER, Collegeville, Minnesota, 1986, as may be subsequently amended, and not in conflict with this assignment, are hereby incorporated by reference and made a part of this assignment, and both the ORDER and APPOINTEE agree to be bound by the rules and regulations contained therein.

IN WITNESS WHEREOF, the Parties hereto have set their hands on the day and year appearing below.

DIVISIONAL RECOMMENDATION:

Dated: June 1, 1998

By:

Dietrich Reinhart, O.S.B.
Dietrich Reinhart, O.S.B.
President

AUTHORIZATION OF ASSIGNMENT:

ORDER OF SAINT BENEDICT

Dated: 6/2/98

By:

Abbot Timothy Kelly, O.S.B.
Abbot Timothy Kelly, O.S.B.

To be effective, this assignment must be signed and returned to the Business Office (Q128) by June 15, 1998.

Dated: 6-3-98

By:

Br. John Kelly, O.S.B.
Br. John Kelly, O.S.B.

ORDER OF SAINT BENEDICT
Collegeville, MN 56321

CORPORATE RELIGIOUS ADMINISTRATIVE ASSIGNMENT

The Order of Saint Benedict, called "ORDER," hereby assigns Br. John Kelly, O.S.B., a religious assignment.

1. **Assignment:** By mutual agreement, Br. John Kelly, O.S.B. is assigned as Coordinator of Sports Camps in the University Division in service to the ORDER. Duties and responsibilities are contained in the Incumbent's position description which may be subsequently amended.
2. **Time:** Assignment equals 15% time.
3. **Remuneration:** A sum of \$3,600 in accordance with a base remuneration of \$n/a, payable to the ORDER, is budgeted for services to be rendered. This assignment is contingent on projected levels of revenue not falling significantly below the level budgeted for 1998-99. As additional compensation hereunder, the ORDER shall receive the dollar equivalent of such fringe benefits as are from time to time promulgated for administrative employees.
4. **Duration:** The duration of this agreement is from Oct. 1, 1997 through Sept. 30, 1998.
~~July 1, 1998 through June 30, 1998~~
5. **Administrative Personnel Policies and Procedures:** The provisions of the Administrative Personnel Policies and Procedures of the ORDER, Collegeville, Minnesota, 1986, as may be subsequently amended, and not in conflict with this assignment, are hereby incorporated by reference and made a part of this assignment, and both the ORDER and APPOINTEE agree to be bound by the rules and regulations contained therein.

IN WITNESS WHEREOF, the Parties hereto have set their hands on the day and year appearing below.

DIVISIONAL RECOMMENDATION:

Dated: June 1, 1998

By: Dietrich Reinhart, O.S.B.
Dietrich Reinhart, O.S.B.
President

AUTHORIZATION OF ASSIGNMENT:

ORDER OF SAINT BENEDICT

Dated: 6/2/98

By: Jonathan Kelly, O.S.B.
Abbot Timothy Kelly, O.S.B.

To be effective, this assignment must be signed and returned to the Business Office (Q128) by June 15, 1998.

Dated: 6-3-98

By: Br. John Kelly, O.S.B.

ORDER OF SAINT BENEDICT
Collegeville, MN 56321

CORPORATE RELIGIOUS ADMINISTRATIVE ASSIGNMENT

The Order of Saint Benedict, called "ORDER," hereby assigns Br. John Kelly, O.S.B. a religious assignment.

1. **Assignment:** By mutual agreement, Br. John Kelly, O.S.B. is assigned as Director of Transportation in the University Division in service to the ORDER. Duties and responsibilities are contained in the Incumbent's position description which may be subsequently amended.
2. **Time:** Assignment equals n/a time.
3. **Remuneration:** A sum of \$15,600 in accordance with a base remuneration of \$n/a, payable to the ORDER, is budgeted for services to be rendered. This assignment is contingent on projected levels of revenue not falling significantly below the level budgeted for 1997-98. As additional compensation hereunder, the ORDER shall receive the dollar equivalent of such fringe benefits as are from time to time promulgated for administrative employees.
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IN WITNESS WHEREOF, the Parties hereto have set their hands on the day and year appearing below.

DIVISIONAL RECOMMENDATION:

Dated: June 1, 1998

By: Dietrich Reinhart, O.S.B.
Dietrich Reinhart, O.S.B.
President

AUTHORIZATION OF ASSIGNMENT:

ORDER OF SAINT BENEDICT

Dated: 6/2/98

By: Timothy Kelly, O.S.B.
Abbot Timothy Kelly, O.S.B.

To be effective, this assignment must be signed and returned to the Business Office (Q128) by June 15, 1998.

Dated: 6-3-98

By: Br. John Kelly, O.S.B.

Note: The salary is based on the number of miles driven. Bus - \$25,000 miles at 40 cents per mile equals \$10,000 plus van at 80,000 miles at 7 cents per mile equals \$5,600 for a total of \$15,600.

FY: 1998-99

ORDER OF SAINT BENEDICT
Human Resources Office
Collegeville, Minnesota

Administrative Pre-Contract Data Form

Division: University
Time: part-time
Religious Status: St. John's Monk

Name: Br. John Kelly, O.S.B.
Title: Coordinator of Sports Camps
Years in Service (New Contract Inclusive):

Percent: 15% Department: Sports Camps 1-69450-1045
Percent: Department:
Total: 15%

Base Salary: 3,500 Number of Equal Payments: 12
Suppl Adj: 0 Payroll Begins the Month of: October
Actual Salary: 3,500 Contract Begins: October 1, 1997
Contract Ends: September 30, 1998

Notes:

Payroll Information

Contract Verified by: _____ Date: _____

Social Security #: _____ Name: Br. John Kelly, O.S.B.
Job Group: _____ Job Title:
Monthly Salary: _____ Start: October 97 End: September 98

Executive-In-Charge

Date

Budget Office

Date

OSB KELLY, JOHN_00106

FY: 1998-99

ORDER OF SAINT BENEDICT
Human Resources Office
Collegeville, Minnesota

Administrative Pre-Contract Data Form

Division: University
Time: part-time
Religious Status: St. John's Monk

Name: Br. John Kelly, O.S.B.
Title: Director of Transportation
Years in Service (New Contract Inclusive):

Percent: n/a Department: Transportation 1-69490-1045
Percent: Department:

Total: n/a

Base Salary: n/a Number of Equal Payments: 12
Suppl Adj: 0 Payroll Begins the Month of: July
Actual Salary: 15,600 Contract Begins: July 1, 1998
Contract Ends: June 30, 1999

Notes:

*The salary is based on the number of miles driven. Bus - 25,000 miles at 40 cents per mile equals \$10,000 plus van at 80,000 miles at 7 cents per mile equals \$5,600 for a total of \$15,600.

Payroll Information

Contract Verified by: _____ Date: _____

Social Security #: _____ Name: Br. John Kelly, O.S.B.
Job Group: _____ Job Title: _____
Monthly Salary: _____ Start: July 98 End: June 99

Executive-in-Charge

Date

Budget Officer

Date

6/3/98

OSB KELLY, JOHN_00107

ORDER OF SAINT BENEDICT
Collegeville, MN 56321

CORPORATE RELIGIOUS ADMINISTRATIVE ASSIGNMENT

The Order of Saint Benedict, called "ORDER," hereby assigns Br. John Kelly, O.S.B. a religious assignment.

1. **Assignment:** By mutual agreement, Br. John Kelly, O.S.B. is assigned as Director of Transportation in the University Division in service to the ORDER. Duties and responsibilities are contained in the incumbent's position description which may be subsequently amended.
2. **Time:** Assignment equals n/a time.
3. **Remuneration:** A sum of \$15,600 in accordance with a base remuneration of n/a, payable to the ORDER, is budgeted for services to be rendered. This assignment is contingent on projected levels of revenue not falling significantly below the level budgeted for 1998-99. As additional compensation hereunder, the ORDER shall receive the dollar equivalent of such fringe benefits as are from time to time promulgated for administrative employees.
4. **Duration:** The duration of this agreement is from July 1, 1998 through June 30, 1999.
5. **Administrative Personnel Policies and Procedures:** The provisions of the Administrative Personnel Policies and Procedures of the ORDER, Collegeville, Minnesota, 1986, as may be subsequently amended, and not in conflict with this assignment, are hereby incorporated by reference and made a part of this assignment, and both the ORDER and APPOINTEE agree to be bound by the rules and regulations contained therein.

IN WITNESS WHEREOF, the Parties hereto have set their hands on the day and year appearing below.

DIVISIONAL RECOMMENDATION:

Dated: June 1, 1998

By: Dietrich Reinhart, O.S.B.
Dietrich Reinhart, O.S.B.
President

AUTHORIZATION OF ASSIGNMENT:

ORDER OF SAINT BENEDICT

Dated: 6/2/98

By: Timothy Kelly, O.S.B.
Abbot Timothy Kelly, O.S.B.

To be effective, this assignment must be signed and returned to the Business Office (Q128) by June 15, 1998.

Dated: 6-3-98

By: Br. John Kelly, O.S.B.
Br. John Kelly, O.S.B.

Note: The salary is based on the number of miles driven. Bus - \$25,000 miles at 40 cents per mile equals \$10,000 plus van at 80,000 miles at 7 cents per mile equals \$5,600 for a total of \$15,600.

ORDER OF SAINT BENEDICT
Collegeville, MN 56321

CORPORATE RELIGIOUS ADMINISTRATIVE ASSIGNMENT

The Order of Saint Benedict, called "ORDER," hereby assigns Br. John Kelly, O.S.B., a religious assignment.

1. **Assignment:** By mutual agreement, Br. John Kelly, O.S.B. is assigned as Coordinator of Sports Camps in the University Division in service to the ORDER. Duties and responsibilities are contained in the incumbent's position description which may be subsequently amended.
2. **Time:** Assignment equals 15% time.
3. **Remuneration:** A sum of \$3,500 in accordance with a base remuneration of \$n/a, payable to the ORDER, is budgeted for services to be rendered. This assignment is contingent on projected levels of revenue not falling significantly below the level budgeted for 1998-99. As additional compensation hereunder, the ORDER shall receive the dollar equivalent of such fringe benefits as are from time to time promulgated for administrative employees.
4. **Duration:** The duration of this agreement is from Oct. 1, 1997 through Sept. 30, 1998.
~~July 1, 1998 through June 30, 1998~~
5. **Administrative Personnel Policies and Procedures:** The provisions of the Administrative Personnel Policies and Procedures of the ORDER, Collegeville, Minnesota, 1986, as may be subsequently amended, and not in conflict with this assignment, are hereby incorporated by reference and made a part of this assignment, and both the ORDER and APPOINTEE agree to be bound by the rules and regulations contained therein.

IN WITNESS WHEREOF, the Parties hereto have set their hands on the day and year appearing below.

DIVISIONAL RECOMMENDATION:

Dated: June 1, 1998

By: Dietrich Reinhart, O.S.B.
Dietrich Reinhart, O.S.B.
President

AUTHORIZATION OF ASSIGNMENT:

ORDER OF SAINT BENEDICT

Dated: 6/2/98

By: Abbot Timothy Kelly, O.S.B.
Abbot Timothy Kelly, O.S.B.

To be effective, this assignment must be signed and returned to the Business Office (Q128) by June 15, 1998.

Dated: 6-3-98

By: Br. John Kelly, O.S.B.
Br. John Kelly, O.S.B.

ORDER OF SAINT BENEDICT
Collegeville, MN 55321

CORPORATE RELIGIOUS ADMINISTRATIVE ASSIGNMENT

The Order of Saint Benedict, called "ORDER," hereby assigns Br. John Kelly, O.S.B. a religious assignment.

1. **Assignment:** By mutual agreement, Br. John Kelly, O.S.B. is assigned as Director of Transportation in the University Division in service to the ORDER. Duties and responsibilities are contained in the incumbent's position description which may be subsequently amended.
2. **Time:** Assignment equals part-time.
3. **Remuneration:** A sum of \$20,500 in accordance with a base remuneration of \$n/a, payable to the ORDER, is budgeted for services to be rendered. This assignment is contingent on projected levels of revenue not falling significantly below the level budgeted for 1999-00. As additional compensation hereunder, the ORDER shall receive the dollar equivalent of such fringe benefits as are from time to time promulgated for administrative employees.
4. **Duration:** The duration of this agreement is from July 1, 1999 through June 30, 2000.
5. **Administrative Personnel Policies and Procedures:** The provisions of the Administrative Personnel Policies and Procedures of the ORDER, Collegeville, Minnesota, 1986, as may be subsequently amended, and not in conflict with this assignment, are hereby incorporated by reference and made a part of this assignment, and both the ORDER and APPOINTEE agree to be bound by the rules and regulations contained therein.

IN WITNESS WHEREOF, the Parties hereto have set their hands on the day and year appearing below.

DIVISIONAL RECOMMENDATION:

Dated: June 1, 1999

By: Dietrich Reinhart, O.S.B.
Dietrich Reinhart, O.S.B.
President

AUTHORIZATION OF ASSIGNMENT:

ORDER OF SAINT BENEDICT

Dated: 6/1/99

By: Abbot Timothy Kelly, O.S.B.
Abbot Timothy Kelly, O.S.B.

To be effective, this assignment must be signed and returned to the Business Office (Q128) by June 15, 1999.

Dated: 6-21-99

By: Br. John Kelly, O.S.B.
Br. John Kelly, O.S.B.

Note: The salary is based on the number of miles driven. Bus - 25,000 miles at 50 cents per mile equals \$12,500 plus van at 80,000 miles at 10 cents per mile equals \$8,000 for a total of \$20,500.

KELLY OSB, BR JOHN
PHY PLANT-GROUNDS
SJU

COLLEGE OF SAINT BENEDICT

ORDER OF SAINT BENEDICT

*Conducting Saint John's Abbey, University, Preparatory School,
and The Liturgical Press*

MEMORANDUM

TO: All OSB and CSB Employees

FROM:

DATE: July 21, 1999

SUBJECT: ADMINISTRATIVE AND SUPPORT STAFF HANDBOOKS

The Administrative and Support Staff Handbooks are completed and available on the Web at csbsju.edu/humanresources.

In an effort to conserve resources and save trees, we are printing a limited supply of official hard copies of the handbooks and placing them at various sites around the campuses. Employees wishing to look at a hard copy can view them at these sites.

SJU Handbooks

Alcuin & Clemens Library
Great Hall
Custodial Services
Dining Service
The Liturgical Press
Preparatory School
Business Office
Human Resources

CSB Handbooks

Clemens & Alcuin Library
Food Service
Physical Plant
Benefits Office
Human Resources

This project was a major undertaking that required the cooperation and participation of many. I would like to thank all those from the Administrative and Support Staff Handbook Committees, the Business Office and Human Resources Staff for hours of work invested in this project. We hope you find these handbooks more "user" friendly and easier to use.

Thank you.

cc: Personnel File

OSB KELLY, JOHN_00111

ORDER OF SAINT BENEDICT
Collegeville, MN 56321

CORPORATE RELIGIOUS ADMINISTRATIVE ASSIGNMENT

The Order of Saint Benedict, called "ORDER," hereby assigns Br. John Kelly, O.S.B., a religious assignment.

1. **Assignment:** By mutual agreement, Br. John Kelly, O.S.B. is assigned as Director of Transportation in the Universality Division in service to the ORDER. Duties and responsibilities are contained in the incumbent's position description which may be subsequently amended.
2. **Time:** Assignment equals part-time.
3. **Remuneration:** A sum of \$20,500 in accordance with a base remuneration of \$n/a, payable to the ORDER, is budgeted for services to be rendered. This assignment is contingent on projected levels of revenue not falling significantly below the level budgeted for 1999-00. As additional compensation hereunder, the ORDER shall receive the dollar equivalent of such fringe benefits as are from time to time promulgated for administrative employees.
4. **Duration:** The duration of this agreement is from July 1, 1999 through June 30, 2000.
5. **Administrative Personnel Policies and Procedures:** The provisions of the Administrative Personnel Policies and Procedures of the ORDER, Collegeville, Minnesota, 1986, as may be subsequently amended, and not in conflict with this assignment, are hereby incorporated by reference and made a part of this assignment, and both the ORDER and APPOINTEE agree to be bound by the rules and regulations contained therein.

IN WITNESS WHEREOF, the Parties hereto have set their hands on the day and year appearing below.

DIVISIONAL RECOMMENDATION:

Dated: June 1, 1999

By: Dietrich Reinhart, O.S.B.
Dietrich Reinhart, O.S.B.
President

AUTHORIZATION OF ASSIGNMENT:

ORDER OF SAINT BENEDICT

Dated: 6/1/99

By: Timothy Kelly, O.S.B.
Abbot Timothy Kelly, O.S.B.

To be effective, this assignment must be signed and returned to the Business Office (Q128) by June 15, 1999.

Dated: 6-21-99

By: John D. Kelly
Br. John Kelly, O.S.B.

Note: The salary is based on the number of miles driven. Bus - 25,000 miles at 50 cents per mile equals \$12,500 plus van at 80,000 miles at 10 cents per mile equals \$8,000 for a total of \$20,500.

FY: 1999-00

ORDER OF SAINT BENEDICT
Human Resources Office
Collegeville, Minnesota

Administrative Pre-Contract Data Form

Division: University
Time: part-time
Religious Status: St. Johns Monk

Name: Br. John Kelly, O.S.B.
Title: Director of Transportation
Years in Service (New Contract Inclusive):

Percent: 0.0000 Department: Transportation 1694901045
Percent: Department:
Percent: Department:

Total: 0.0000

Base Salary: n/a Number of Equal Payments: 12
Suppl Adj: Payroll Begins the Month of: July
Actual Salary: 20,500 Contract Begins: July 1, 1999
Contract Ends: June 30, 2000

Notes:

Note: The salary is based on the number of miles driven. Bus - 25,000 miles at 50 cents per mile equals \$12,500 plus van at 80,000 miles at 10 cents per mile equals \$8,000 for a total of \$20,500.

Payroll Information

Contract Verified by: _____ Date: _____

Social Security #: Name: Br. John Kelly, O.S.B.
Job Group: Job Title: 2250
Monthly Salary: Start: July End: June

OSB KELLY, JOHN_00113

Brother John Kelly

Brother John was born in Jefferson, Iowa. His assignments have been director of guidance, St. John's Preparatory School, Collegeville, 1975-80; director of maintenance, prep school, 1980-90; transportation coordinator, St. John's University, Collegeville, 1980-present; grounds crew, SJU, 1980-present. Brother John currently resides at St. John's Abbey.

ORDER OF SAINT BENEDICT
Collegeville, MN 56321

CORPORATE RELIGIOUS ADMINISTRATIVE ASSIGNMENT

The Order of Saint Benedict, called "ORDER," hereby assigns John Kelly, O.S.B. a religious assignment.

1. **Assignment:** By mutual agreement, John Kelly, O.S.B. is assigned as Director of Transportation in the University Division in service to the ORDER. Duties and responsibilities are contained in the incumbent's position description which may be subsequently amended.
2. **Time:** Assignment equals part-time.
3. **Remuneration:** A sum of \$20,500 in accordance with a base remuneration of \$n/a, payable to the ORDER, is budgeted for services to be rendered. This assignment is contingent on projected levels of revenue not falling significantly below the level budgeted for 2000-01. As additional compensation hereunder, the ORDER shall receive the dollar equivalent of such fringe benefits as are from time to time promulgated for administrative employees.
4. **Duration:** The duration of this agreement is from July 1, 2000 through June 30, 2001.
5. **Administrative Personnel Policies and Procedures:** The provisions of the Administrative Personnel Policies and Procedures of the ORDER, Collegeville, Minnesota, as may be subsequently amended, and not in conflict with this assignment, are hereby incorporated by reference and made a part of this assignment, and both the ORDER and APPOINTEE agree to be bound by the rules and regulations contained therein.

IN WITNESS WHEREOF, the Parties hereto have set their hands on the day and year appearing below.

DIVISIONAL RECOMMENDATION:

Dated: June 1, 2000

By: Dietrich Reinhart, O.S.B.
Dietrich Reinhart, O.S.B.
President

AUTHORIZATION OF ASSIGNMENT:

ORDER OF SAINT BENEDICT

Dated: 6/16/00

By: Jonathan Kelly, O.S.B.
Abbot Timothy Kelly, O.S.B.

To be effective, this assignment must be signed and returned to the Business Office (Wimmer 207) by June 15, 2000.

Dated: June 23, 2000

By: John Kelly, O.S.B.
John Kelly, O.S.B.

Note: The salary is based on the number of miles driven. Bus - 25,000 miles at 50 cents per mile equals \$12,500 plus van at 80,000 miles at 10 cents per mile equals \$8,000 for a total of \$20,500.

OSB KELLY, JOHN_00115

FY: 2000-01

ORDER OF SAINT BENEDICT
Administrative Pre-Contract Data Form

Division: University
Time: Part Time
Religious Status: OSB

Name: John Kelly,
Title: Director of Transportation
Years in Service (New Contract Inclusive):

Percent: 1.0000 Department: Transportation 1694901045
Percent: Department:
Percent: Department:
Total: 1.0000

Base Salary: n/a Number of Equal Payments: 12
Suppl Adj: 0 Payroll Begins the Month of: July
Actual Salary: 20,500 Contract Begins: July 1, 2000
Contract Ends: June 30, 2001

Note: The salary is based on the number of miles driven. Bus - 25,000 miles at fifty cents per mile equals \$12,500 plus van at 80,000 miles at ten cents per mile equals \$8,000 for a total of \$20,500.

Payroll Information ✓

Social Security #: Name: John Kelly,
Job Group: Job Title: 2250
Monthly Salary: Start: July 1, 2000 End: June 30, 2001

OSB KELLY, JOHN_00116

ORDER OF SAINT BENEDICT
Collegeville, MN 56321

CORPORATE RELIGIOUS ADMINISTRATIVE ASSIGNMENT

The Order of Saint Benedict, called "ORDER," hereby assigns John Kelly, OSB a religious assignment.

1. **Assignment:** By mutual agreement, John Kelly, OSB is assigned as Director of Transportation in the University Division in service to the ORDER. Duties and responsibilities are contained in the Incumbent's position description which may be subsequently amended.
2. **Time:** Assignment equals full-time.
3. **Remuneration:** A sum of \$20,500 in accordance with a base remuneration of \$n/a, payable to the ORDER, is budgeted for services to be rendered. This assignment is contingent on projected levels of revenue not falling significantly below the level budgeted. As additional compensation hereunder, the ORDER shall receive the dollar equivalent of such fringe benefits as are from time to time promulgated for administrative employees.
4. **Duration:** The duration of this agreement is from July 1, 2001 through June 30, 2002.
5. **Administrative Personnel Policies and Procedures:** The provisions of the Administrative Personnel Policies and Procedures of the ORDER, Collegeville, Minnesota, as may be subsequently amended, and not in conflict with this assignment, are hereby incorporated by reference and made a part of this assignment, and both the ORDER and APPOINTEE agree to be bound by the rules and regulations contained therein.

IN WITNESS WHEREOF, the Parties hereto have set their hands on the day and year appearing below.

DIVISIONAL RECOMMENDATION:

Dated: June 1, 2001

By: Dietrich Reinhart, OSB
Dietrich Reinhart, OSB
President

AUTHORIZATION OF ASSIGNMENT:

Dated: _____

ORDER OF SAINT BENEDICT
By: Abbot John Klassen, O.S.B.
Abbot John Klassen, O.S.B.

To be effective, this assignment must be signed and returned to the Business Office (Wimmer 207) by June 15, 2001.

Dated: June 30, 2001

By: J. Kelly

Note: The salary is based on the number of miles driven. Bus - 25,000 miles at 80 cents per mile equal \$12,500 plus van at 80,000 miles at 10 cents per mile equals \$8,000 for a total of \$20,500.

OSB KELLY, JOHN_00117

FY: 2001-02

ORDER OF SAINT BENEDICT
Administrative/Professional
Pre-Contract Data Form

Division: University
Time: full-time
Religious Status: OSB

Name: John Kelly, OSB
Title: Director of Transportation
Years in Service (New Contract Inclusive):

Percent: 1.0000	Department: Transportation	1694901045
Percent: 0.0000	Department:	
Percent:	Department:	
Total: 1.0000		

Base Salary: n/a	Number of Equal Payments: 12
Suppl Adj:	Payroll Begins the Month of: July
Actual Salary: 20,500	Contract Begins: July 1, 2001
	Contract Ends: June 30, 2002

Note: The salary is based on the number of miles driven. Bus - 25000 miles at 50 cents per mile equal \$12500 plus van at 80000 miles at 10 cents per mile equals \$8000 for a total of \$20500.

Payroll Information

SS #:	Name: John Kelly, OSB
Job Group:	Position #: 912073
Job Title:	Monthly Pay: 1,708.34
Start:	End: June-02

OSB KELLY, JOHN_00118

SAINT JOHN'S ABBEY

BOX 2015

COLLEGEVILLE, MINNESOTA 56321-2015

OFFICE OF THE ABBOT

June 12, 2002

Brother John Kelly, OSB
Saint John's Abbey

Dear Brother John:

I know that this has been a very difficult and challenging time for you and for the whole community.

Because Saint John's is a very beautiful place with great facilities, we attract and have developed outstanding programming for young people each summer. Thus, thousands of kids and teenagers come to our campus each summer. Because of all the negative publicity that we have received this spring, leaders of these various programs contacted me and asked me to speak directly to the issue of safety for the young people involved in these programs, specifically the Leadership Camps at Prep School, Youth in Theology and Ministry (YTM), National Catholic Youth Choir (NCYC), and AmericaFest 2002. So I made some promises to these groups, such as the following:

It is the policy and commitment of Saint John's Abbey to protect all children and vulnerable adults from abuse by members of the monastic community. When it does occur, our primary concern is that victims of abuse are taken seriously and receive support and healing. In addition, steps are taken to insure that those who have abused receive psychological treatment, face their issues, change their way of living, and respect the restrictions placed on them. If they are given work assignments, their contact with others who are vulnerable is restricted and their supervisors and colleagues are informed of the allegations that were made against them.

All monks who have restrictions on them because of past allegations of sexual abuse, sexual harassment, or inappropriate behavior, will have the following restrictions placed on them during the time that the National Catholic Youth Choir (or AmericaFest or YTM or Leadership Camps) is on campus. They will not be allowed at practices or performances by the choir. They will not be allowed in the dining spaces, classroom spaces, or the living areas that the choristers use. As a community we are looking forward to this third year of the National Catholic Youth Choir,(or AmericaFest....) to the wonderful growth and positive energy that is already part of its tradition.

PHONE 320 363-2544 FAX 320 363-3082

OSB KELLY, JOHN_00119

I am sorry to have to write this to you and make this request. However, no matter how I have tried to communicate how abuse occurs, that it is not random, that you are not a sexual predator, that you are in recovery and acting with the highest integrity, this does not fit the media's template and goes right out the window.

Furthermore, travel has been a huge concern on the part of the media in relationship to those on restriction. **So apart from your routine assignments, I ask that you obtain permission from your immediate superior for all travel off campus.** This is a real change from our present situation and, no doubt, it will pinch. However, we do need to attend to those issues that are most alarming to the public.

We will get through this together and in a way that is consistent with the Gospel and the Rule.

Blessings and peace,

A handwritten signature in cursive script, appearing to read "John Klassen".

Abbot John Klassen, OSB

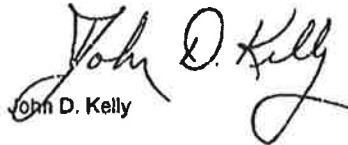
SAINT JOHN'S ABBEY

July 16, 2002

Dear Abbot John

With this letter I formally request an indult of exclaustation for a period of three years beginning on August 12, 2002. The reason for my request is to discern my vocation as a monk of Saint John's Abbey.

Sincerely,


John D. Kelly

COLLEGEVILLE, MINNESOTA 56321-2015

OSB KELLY, JOHN_00121



ORDER OF ST. BENEDICT, INC.

Conducting St. John's Abbey, University, Preparatory School, Liturgical Press
Box 5000
COLLEGEVILLE, MINNESOTA 56321-5000

Human Resources

(612) 363-2508
FAX (612) 363-2115

POSITION DESCRIPTION

JOB TITLE: Director of Transportation

DEPARTMENT: Transportation

FUNCTION OF JOB:

This position is under the administrative direction of the vice-president of Administrative Services, and is in charge of the vans and buses of the University. This position performs manual labor associated with the care and maintenance of the vehicles, along with the managing and overseeing of all University people moving vehicles. *→ volunteers driving vehicles.*

DUTIES AND RESPONSIBILITIES:

1. Scheduling of all vehicles for trips which are signed out in Accounts Payable.
2. Maintenance of all vehicles; cleaning, washing, and repairing before each trip. Plus any normal servicing that is needed on a regular basis.
3. Monthly charges to the users of the vehicles. Preparing Journal Entry cards for Financial Systems for monthly postings.
4. Working with SJU and CSB Athletic Directors to schedule all trips within the departments, for both Saint John's vehicles and for vehicles from outside companies.
5. Working with all clubs from both SJU and CSB, particularly over vacation breaks to see that they have enough vehicles. This sometimes means contracting with outside rental companies and can include as many as 12 rental vehicles. In working with clubs this means making sure that all drivers are qualified and that our insurance will cover all vehicles while rented.
6. Working with faculty and staff of SJU, SJP, CSB, and SJA to ensure their needs are met for all trips involving the transportation of people at any given time. Sometimes this means weekend and after normal business hours work.
7. Oversee all leases of vehicles in the fleet, deciding when to replace each vehicle and making sure that a fair value price is received when replacing each vehicle.

~~8. Main driver of the University bus which at present is a 1989 Van Hool T-809.~~

15-20K
KELLY, BR. JOHN

*Be John
Kelly - for all:
Use of Disk for
help: (Soft word)*

??

assuming that

~~Priority~~

9. #

Working with all students and staff to make sure that they are qualified to drive the vehicles including how to drive a vehicle with a trailer.

DESIRED MINIMUM QUALIFICATIONS:

1. Preferred experience in administrative positions.
2. Previous experience in organizing and promoting services preferred.
3. B. A. degree preferred.
4. Valid "CDL Class B" vehicle operators license with passenger and air brake endorsement.
5. Ability to perform routine maintenance, washing and upkeep on all vehicles used in the department.
6. Be punctual and reliable to work any hour or day of the week when conditions require and be expected to work until the jobs are completed.

ADDITIONAL REQUISITES:

1. Ability to interact with the communities of Saint John's University and the College of Saint Benedict as an integral part of the staff and faculty.
2. Project a positive image of service which represents the unit to which assigned.
3. Ability to acquire an understanding of the character and mission of Saint John's University and the College of Saint Benedict.
4. A willingness to maintain a high level of competence. Discreet judgment and confidentiality are expected at this level of responsibility.

APPOINTMENT:

Administrative, 12-month, ~~part-time~~ position.

$\frac{1}{2}$ time

SALARY:

POSTED:

July 3, 1995
Reviewed and accepted
by Human Resources

8/02

To: John D. Kelly
From: Benedict Leuthner
Date: August 6, 2002

Re: Exclustration -- transitional support

1. Health Care - Saint John's will cover your general health care expenses including prescriptions for six months or until you get a job which ever comes first. Saint John's expects the person to transition to an employer health care program as soon as possible.
 - a. Please use the pharmacy card for prescriptions.
 - b. Please use the Select Care card for doctor's visits.
2. Psychotherapy -- Saint John's will cover out-patient counseling for three years as needed.
 - a. Please use your Select Care card for these visits.
3. Attorney -- Saint John's will cover the cost of legal counsel.
4. Check - Saint John's will provide a check for \$16,500 to cover transitional costs as follows:

	Requested	Funded
a. Apartment	\$6,000	\$5,000
b. Food	\$3,000	\$3,000
c. Clothing and Misc.	\$1,500	\$1,000
d. Car Purchase	\$12,993.70	\$5,000
e. Mileage	\$2,000	\$0
f. Job Search	\$1,500	\$1,000
g. Moving and Furniture	\$2,500	\$1,500
h. Total	\$29,493.70	\$16,500
5. Cash - Saint John's will provide \$1,000 in cash support, the balance of your FY 03 personal budget. Please draw this money from your personal account.
6. Social Security -- Saint John's will pay the social security tax for the quarter in which you depart (July, August, and September). Previously, Saint John's purchased 20 quarters of social security for you at cost of \$5,000 as part of the social security buy-in program. Currently, you have 34 quarters of the needed 40 quarters banked thus far in order to be eligible for social security and Medicare at age 65.
7. Six month Sabbatical Leave -- Saint John's will fund a six month sabbatical for \$10,000 of the \$12,850 requested. This is in special consideration given your length of monastic service and need for monastic renewal.

John D. Kelly

Request for Compensation

6 Month Sabbatical Leave:

\$11,250.00	Living Expenses: I would consider that an apartment would cost around \$800.00 per month and then utilities (gas, electric, sewer, garbage and phone) would run around another \$200.00. Food and clothing would be another \$500.00 per month. If I were on the road doing some traveling in Europe I would think one would budget around \$75.00 per day for food, lodging and airfare. I think this is very conservative considering the dollar right now. Some people think I should budget \$100.00 a day. In this scenario I would spend 3 months in Europe and 3 months traveling the United States.
1,000.00	Traveling Expenses: 5,000 miles @ \$0.20 per mile for gas, insurance, and maintenance.
600.00	Miscellaneous Expenses: This is to cover parking fees, laundry and any other unexpected expenses.
\$12,850.00	Total for Sabbatical Leave

Transition Expenses:

\$6,000.00	Apartment (6 months)
3,000.00	Food
1,500.00	Clothing and Miscellaneous
12,993.70	Car purchase includes tax and license for one year
2,000.00	10,000 miles @ \$0.20 per mile
1,500.00	Job Search
2,500.00	Moving and Furniture
\$29,493.70	Total for Transition
\$42,343.70	GRAND TOTAL

To: John D. Kelly
From: Benedict Leuthner
Date: August 9, 2002

Re: Exclusionation -- transitional support

1. Health Care - Saint John's will cover your general health care expenses including prescriptions for six months or until you get a job which ever comes first. Saint John's expects the person to transition to an employer health care program as soon as possible.
 - a. Please use the pharmacy card for prescriptions.
 - b. Please use the Select Care card for doctor's visits.
2. Psychotherapy - Saint John's will cover out-patient counseling for three years as needed.
 - a. Please use your Select Care card for these visits.
3. Attorney - Saint John's will cover the cost of legal counsel.
4. Check - Saint John's will provide a check for \$16,500 to cover transitional costs as follows:

	Requested	Funded
a. Apartment	\$6,000	\$6,000
b. Food	\$3,000	\$3,000
c. Clothing and Misc.	\$1,500	\$1,000
d. Car Purchase	\$12,993.70	\$5,000
e. Mileage	\$2,000	\$2,000
f. Job Search	\$1,500	\$1,000
g. Moving and Furniture	\$2,500	\$2,000
h. Total	\$29,493.70	\$20,000
5. Cash - Saint John's will provide \$1,000 in cash support which is the balance of your FY 03 personal budget. Please draw this money from your personal account.
6. Social Security - Saint John's will pay the social security tax for the quarter in which you depart (July, August, and September). Previously, Saint John's purchased 20 quarters of social security for you at a cost of approximately \$2,100 as part of the social security buy-in program. Currently, you have 34 quarters of the needed 40 quarters banked thus far in order to be eligible for social security and Medicare at age 65.
7. Six month Sabbatical Leave - Saint John's will fund a six month sabbatical for \$10,000 of the \$12,850 requested. This is in special consideration given your length of monastic service and need for spiritual renewal.

John D. Kelly

Request for Compensation

6 Month Sabbatical Leave:

\$11,250.00	Living Expenses: I would consider that an apartment would cost around \$800.00 per month and then utilities (gas, electric, sewer, garbage and phone) would run around another \$200.00. Food and clothing would be another \$500.00 per month. If I were on the road doing some traveling in Europe I would think one would budget around \$75.00 per day for food, lodging and airfare. I think this is very conservative considering the dollar right now. Some people think I should budget \$100.00 a day. In this scenario I would spend 3 months in Europe and 3 months traveling the United States.
1,000.00	Traveling Expenses: 5,000 miles @ \$0.20 per mile for gas, insurance, and maintenance.
600.00	Miscellaneous Expenses: This is to cover parking fees, laundry and any other unexpected expenses.
\$12,850.00	Total for Sabbatical Leave

Transition Expenses:

\$6,000.00	Apartment (6 months)
3,000.00	Food
1,500.00	Clothing and Miscellaneous
12,993.70	Car purchase includes tax and license for one year
2,000.00	10,000 miles @ \$0.20 per mile
1,500.00	Job Search
2,500.00	Moving and Furniture
\$29,493.70	Total for Transition
\$42,343.70	GRAND TOTAL

INDULT OF EXCLAURATION

For Brother John Kelly, O.S.B.,
Monk of Saint John's Abbey,
Collegeville, Minnesota 56321

In accord with the Code of Canon Law, and the request of Brother John D. Kelly, O.S.B., an indult of exclauration is granted for a period of three years from the date of acceptance of the indult for this reason:

To complete a three-year probationary period for vocational discernment.

During the period of exclauration, the monk is considered as dispensed from those obligations incompatible with his new condition of life except that the monk shall remain bound to celibacy. He shall keep the Abbot of Saint John's Abbey informed of his residence and telephone number and shall give the abbot an update by telephone or by letter every eight months. He may not wear the monastic habit. His right to active and passive voice in the monastic chapter is suspended.

During the period of exclauration, the monk shall be responsible for all his financial obligations and Saint John's Abbey shall not be responsible for any of his financial obligations whatsoever.

At the expiration of this indult, the monk shall be obligated to return to Saint John's Abbey unless other dispositions have been granted by the Abbot. Failure to return shall be automatic cause for the declaration of non-liability provided for in the Constitutions of the American-Cassinese Congregation (C 92). This indult shall serve as the requisite notice for the declaration (D 92.2.2).

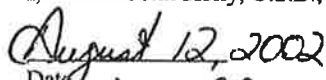
Granted at Saint John's Abbey, Collegeville, Minnesota, U.S.A. on 24 July 2002.

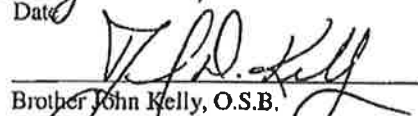

Abbot John Klassen, O.S.B.

Consent of the Council of Seniors given at Saint John's Abbey, Collegeville, Minnesota, on 23 July 2002.


Secretary of the Council

I, Brother John Kelly, O.S.B., hereby accept this Indult of Exclauration and its terms.


Date


Brother John Kelly, O.S.B.
Monk of St John's Abbey

SAINT JOHN'S ABBEY

BOX 2015

COLLEGEVILLE, MINNESOTA 56321-2015

OFFICE OF THE ABBOT

June 28, 2004

John D. Kelly

Dear John -

It was good to see you on Thursday evening at the vigil for Abbot John Eidenschink. I know that he played a key role in some difficulties at your initial chapter meeting and remained a good friend. After a whole lot of psychological and spiritual pain, he died a peaceful death. There were many dear friends at his funeral on Friday.

We continue to resolve issues related to the fallout from the spring of 2002. Over the course of 2003-2004 we were able to mediate the cases brought forward by [redacted] family. It took almost six months to get them to come into mediation and another six months to get resolution. They wanted a huge dollar amount per person, which we could not begin to pay. Currently we are in mediation with Jeffrey Anderson on some claims that have emerged since the settlements in August 2002. He brought forward cases that were credible and some cases that are completely fraudulent. The tricky part is that he cannot distinguish the two. And he is a big gun and doesn't like to admit that he got suckered.

How have you been? I heard that you moved into a condo near Saint Michael and have taken a position with [redacted]. I hope that you are well and have come to a decision with respect to monastic life. I am sure that you know this but I will say it to make sure that you know it - you were always a good, trusted confrere, a good community member who gave more to the community than he took. At the same time, because of the charged climate with respect to sexual misconduct, life in community going forward will be constrained. So while I wish you were returning to community, I understand if your decision is to move in a new direction with your life. I do need a clear signal from you regarding your decision.

I hope that your summer is good and that you have some time for relaxation and renewal.

Blessings and peace,



Abbot John Klassen, OSB

PHONE 320 363-2544 FAX 320 363-3082 E-MAIL abbot@osb.org

OSB KELLY, JOHN_00129

SAINT JOHN'S ABBEY

BOX 2015

COLLEGEVILLE, MINNESOTA 56321-2015

OFFICE OF THE ABBOT

February 1, 2005

John D Kelly

Dear John,

I was going to try to write you a decent letter at Christmas time but with all the cards and everything else it remained just a good intention. I hope that you are settling into your new job and living situation here in Central Minnesota.

We have had great success with getting funding for the Abbey Guest House. Last fall we were sitting at 6.5 million pledged but with no serious candidates for the additional required 1.5 million. In December stepped up with another 1 million dollars and stepped up with \$500,000 to get us to the 8 million. In addition, made her pledge of 2 million for the endowment for the Guest House. So we have reached goal and are now trying to raise the money to add the elevator/rest rooms to the east side of the abbey church so that we have a direct connection into the abbey church. This would actually be an addition to the chapter house on the north side at the top level and on the bottom level would give access into the crypt church, like two structures that are offset. We could save 250,000 to 300,000 dollars in bidding these simultaneously. We are planning on breaking ground in August or September of this year.

The awful publicity from the sex abuse scandal has quieted down for us. However, we have gone through two major mediations since the August 2002 settlements, one with the family from September 2003 through January 2004 and another with the a number of other survivors in April and October of 2004. This entire area of mediation is changing rapidly as the work in California has inflated the cost of settlements ten-fold. Orange County diocese, for example, settled with claimants of all types for over an average of one million per settlement. While our settlements are being made for considerably less than that, nevertheless the costs have escalated.

PHONE 320 363-2544 FAX 320 363-3082

OSB KELLY, JOHN_00130

Abbot John Klassen's private account

From: Abbot John Klassen's private account
Sent: Thursday, February 10, 2005 5:44 PM
To: 'Kelly, John D.'
Subject: RE: I received your letter

Hello John – Your confusion is justified. You are absolutely correct – your exclaustration is for three years. Somehow I had it in my head that it was for two years. And because I was so "certain" of it, I never bothered to go to your file and look. Mea culpa for the confusion. Blessings on your and on your parents on their 60th!! Wow. My parents did not make it to their 50th.

I would love to come down and see your house!! Peace, +John

From: Kelly, John D
Sent: Wednesday, February 09, 2005 9:28 PM
To: Abbot John Klassen's private account
Subject: I received your letter

Hi John,

I received your letter the other day but I must say I am a little confused. It was my understanding that I took a three year leave and not a two year leave. I left on August 12, 2002 and I thought my leave was until August 12, 2005. If this is not the case please let me know.

I am working hard and my parent's are doing fine. They celebrated their 60th wedding anniversary in October. Hard to believe. Hope all is well with you and the community. I will keep in touch.

One of these days you will have to come down and see my so called house.

John

2/10/2005

OSB KELLY, JOHN_00131

Dear Abbot John,

August 7, 2005

As I am sure you are aware in less than a week will be the end of my three year exclauration. In many ways the time has gone by very fast but in some ways it has been very trying. It has brought on some of the highest highs of my life but also some of my lowest lows. At times being away from Saint John's has not been easy. After 28 years of one's life growing and sharing with a community of loving and caring people it has not always been easy to be away.

The first two years were in many ways a vacation. Spending two years on and off in the Washington DC area was very enjoyabl. It is this last year that has had many ups and downs. One realization that has come out of this entire three year journey is the love my parent's have for me and my love for them. The time we have had together is something very special and in many ways I believe a gift from God. Not many people have had the opportunity to spend as much time with their parent's in their later years as I have these past three years. For the first two years of my leave I was able to live with them for six months of each year, something I am very grateful for. It was a time for me to re-connect with my parent's and give back to them some of the love that they have given me these past 54 years of my life.

At this point in their life, they are both 89 years old; I find they need me more than ever to be a part of their life. Recently I have been taking my father to Mayo's for consultation with doctors on his abdominal aortic aneurysm and a tumor found on one of his kidneys when doing a CAT scan for the aneurysm. This past week they did the operation on my father for his aneurysm. The operation went well and the doctor said considering my father's age it went quite well with little or no complications. In the next couple of weeks they will do more tests and decide how to proceed with the tumor on his kidney. Needless to say it has become very evident that they need my support and presence. In some ways this has put a little more stress in my life with work and all but it is something I think I can handle.

This then brings me to the point of my letter. I do not feel at this time I am in the mental or emotional state of mind to make a decision on my future either within or outside the community. There are times that I have considered returning if only for the moral support I knew I would receive but for reasons I know I can not explain. I knew that it would not be the correct decision for me at this time in my life. Maybe this is a cop-out but I do not feel with all that is happening in my life at this time I can make a life decision at this very moment. To be very honest I do not feel I have the emotional or mental strength to deal with this decision at this time. I guess at this time in my life my parent's arc my primary responsibility.

So with all of the above situations affecting my life at this time I am requesting a two year extension to my indult of exclauration. I understand that Rome must grant the extension. Therefore, if you would either send me the materials to apply for the extension or advise me to work with Dan Ward on writing my request, I would be most grateful.

OSB KELLY, JOHN_00132

If you have any questions or would like to discuss my request, I would be more than willing to talk to you personally about this request at my home in Saint Michael or at the Abbey. I guess if I have my choice I would prefer my house but that is up to you.

Sincerely,

John D. Kelly

Abbot John Klassen's private account

From: Abbot John Klassen's private account
Sent: Tuesday, August 09, 2005 9:37 AM
To: 'Kelly, John D.'
Subject: RE: August 12, 2005

Hello John –

Just a quick note to let you know that I received your letter. I certainly understand the difficulty of trying to make a life-changing decision in the midst of such emotional flux. I think taking an additional two years is a good idea and as you note, the request has to go through the Congregation in Rome. I have never done one of these, so I will need to consult with Dan Ward on the sequence of events. I will certainly support your request for the additional two years.

I note too the specialness of your time with your parents at this stage of their life and your life. It is indeed a graced time and a time to give back to them some of what you have received from them.

Let me get out an e-mail to Dan Ward and we can go from there. Peace. +John

From: Kelly, John D.
Sent: Monday, August 08, 2005 6:47 AM
To: Abbot John Klassen's private account
Subject: August 12, 2005

Hi John,

Please read the attached letter to explain my current state of life and my request. Hope all is well at Saint John's and that you are not too busy but I suppose that will never happen.

Have a Great Week!

John

----- Original Message -----

From: Abbot John Klassen's private account
To: Kelly, John D.
Sent: Thursday, February 10, 2005 6:44 PM
Subject: RE: I received your letter

Hello John – Your confusion is justified. You are absolutely correct – your exclaustation is for three years. Somehow I had it in my head that it was for two years. And because I was so "certain" of it, I never bothered to go to your file and look. Mea culpa for the confusion. Blessings on your and on your parents on their 60th!! Wow. My parents did not make it to their 50th.

I would love to come down and see your house!! Peace, +John

From: Kelly, John D.
Sent: Wednesday, February 09, 2005 9:28 PM
To: Abbot John Klassen's private account
Subject: I received your letter

8/9/2005

OSB KELLY, JOHN_00134

Hi John,

I received your letter the other day but I must say I am a little confused. It was my understanding that I took a three year leave and not a two year leave. I left on August 12, 2002 and I thought my leave was until August 12, 2005. If this is not the case please let me know.

I am working hard and my parent's are doing fine. They celebrated their 60th wedding anniversary in October. Hard to believe. Hope all is well with you and the community. I will keep in touch.

One of these days you will have to come down and see my so called house.

John

8/9/2005

OSB KELLY, JOHN_00135

March 1, 2006

Most Reverend Archbishop Franc Rode
Congregation for Institutes of Consecrated Life
And Societies of Apostolic Life
Piazza Pio XII 3
00193 Rome, Italy

Your Excellency:

I am writing to request an extension of my indult of exlaustration for a period of two years in accord with canon 686.1

Originally, I was granted an indult of exlaustration for a period of three years on August 12, 2002 by my abbot, Abbot John Klassen, OSB, in accord with the proper law of the American Cassinese Congregation, OSB. The reason for the indult was because I needed time away from the monastery to be free of the many pressures I was experiencing and to deal with some personal identity issues. I also needed time to be with my aging parents since I am an only child and they are in their nineties.

I am now requesting an extension for two years because of the following reasons:

Spending the first two years on and off in the Washington DC area with a very close monk friend to discern certain life issues was very helpful and in many ways has allowed me to arrive at this point in my life. One realization that has come out of this entire three year journey is the love my parent's have for me and my love for them. The time we have had together is something very special and in many ways I believe a gift from God. Not many people have had the opportunity to spend as much time with their parent's in their later years as I have these past three years. For the first two years of my leave I was able to live with them for six months of each year, something I am very grateful for. It was a time for me to re-connect with my parent's and give back to them some of the love that they have given me these past 55 years of my life.

At this point in their life, they are both 90 years old, I find they need me more than ever to be a part of their life. Recently I have been taking my father to Mayo Clinic for consultation with doctors on his abdominal aortic aneurysm and a tumor found on one of his kidneys when doing a CAT scan for the aneurysm. This past year they did the operation on my father for his aneurysm. The operation went well and the doctor said considering my father's age it went quite well with little or no complications. In the next couple of weeks they will do more tests and decide how to proceed with the tumor on his

OSB KELLY, JOHN_00139

kidney. Needless to say it has become very evident that they need my support and presence. In some ways this has put a little more stress in my life with work and all but it is something I think I can handle.

This then brings me to the point of my letter. I do not feel at this time I am in the mental or emotional state of mind to make a decision on my future either within or outside the community. There are times that I have considered returning if only for the moral support I knew I would receive but for reasons I know I can not explain. I knew that it would not be the correct decision for me at this time in my life. Maybe this is a cop-out but I do not feel with all that is happening in my life at this time I can make a life decision at this very moment. To be very honest I do not feel I have the emotional or mental strength to deal with this decision at this time. I guess at this time in my life my parent's are my primary responsibility.

So with all of the above situations affecting my life at this time I am requesting a two year extension to my indult of exclaustation. I understand that Rome must grant the extension. Therefore, if you would either send me the materials to apply for the extension or advise me to work with Dan Ward on writing my request, I would be most grateful.

Thank you for your consideration of this request.

Sincerely,

Brother John D. Kelly, OSB

March 1, 2006

Most Reverend Archbishop Franc Rode
Congregation for Institutes of Consecrated Life
And Societies of Apostolic Life
Piazza Pio XII 3
00193 Rome, Italy

Your Excellency:

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I am now requesting an extension for two years because of the following reasons:

Spending the first two years on and off in the Washington DC area with a very close monk friend to discern certain life issues was very helpful and in many ways has allowed me to arrive at this point in my life. One realization that has come out of this entire three year journey is the love my parent's have for me and my love for them. The time we have had together is something very special and in many ways I believe a gift from God. Not many people have had the opportunity to spend as much time with their parent's in their later years as I have these past three years. For the first two years of my leave I was able to live with them for six months of each year, something I am very grateful for. It was a time for me to re-connect with my parents and give back to them some of the love that they have given me these past 55 years of my life.

At this point in their life, they are both 90 years old, I find they need me more than ever to be a part of their life. Recently I have been taking my father to Mayo Clinic for consultation with doctors on his abdominal aortic aneurysm and a tumor found on one of his kidneys when doing a CAT scan for the aneurysm. This past year they did the operation on my father for his aneurysm. The operation went well and the doctor said considering my father's age it went quite well with little or no complications. In

OSB KELLY, JOHN_00141

the next couple of weeks they will do more tests and decide how to proceed with the tumor on his kidney. Needless to say it has become very evident that they need my support and presence. In some ways this has put a little more stress in my life with work and all but it is something I think I can handle.

This then brings me to the point of my letter. I do not feel at this time I am in the mental or emotional state of mind to make a decision on my future either within or outside the community. There are times that I have considered returning if only for the moral support I knew I would receive but for reasons I now know I can not explain. I knew that it would not be the correct decision for me at this time in my life. Maybe this is a cop-out but I do not feel with all that is happening in my life at this time I can make a life decision at this very moment. To be very honest I do not feel I have the emotional or mental strength to deal with this decision at this time. I guess at this time in my life my parent's are my primary responsibility.

So with all of the above situations affecting my life at this time I am requesting a two year extension to my indult of exclauration.

Thank you for your consideration of this request.

Sincerely,

A handwritten signature in cursive script, appearing to read 'J.D. Kelly', written in black ink.

Brother John D. Kelly, OSB

Abbot John Klassen's private account

From: Kelly, John D.
Sent: Monday, March 06, 2006 8:03 PM
To: Abbot John Klassen's private account
Subject: Re: August 12, 2005
Attachments: John Kelly letter for Extension.doc

Hi John,

Sorry it has taken so long to respond and write this letter. I will send you a signed copy in the mail but I wanted to give you a heads up that it was on the way. I did let Dan look it over to make sure that it was correct and all. I realize it is a little on the late side and hopefully that will not cause a problem.

I saw Geoffrey at the Basilica on Sunday. I guess he was taking the place of Timothy Backous for the weekend.

Hope all is well at Saint John's. Please remember to keep me in your prayers this Lenten season as I will you in mine.

Peace, John

----- Original Message -----

From: Abbot John Klassen's private account
To: Kelly, John D.
Sent: Tuesday, August 09, 2005 8:36 AM
Subject: RE: August 12, 2005

Hello John --

Just a quick note to let you know that I received your letter. I certainly understand the difficulty of trying to make a life-changing decision in the midst of such emotional flux. I think taking an additional two years is a good idea and as you note, the request has to go through the Congregation in Rome. I have never done one of these, so I will need to consult with Dan Ward on the sequence of events. I will certainly support your request for the additional two years.

I note too the specialness of your time with your parents at this stage of their life and your life. It is indeed a graced time and a time to give back to them some of what you have received from them.

Let me get out an e-mail to Dan Ward and we can go from there. Peace. +John

From: Kelly, John D.
Sent: Monday, August 08, 2005 6:47 AM
To: Abbot John Klassen's private account
Subject: August 12, 2005

Hi John,

Please read the attached letter to explain my current state of life and my request. Hope all is well at Saint John's and that you are not too busy but I suppose that will never happen.

3/7/2006

OSB KELLY, JOHN_00143

Have a Great Week!

John

----- Original Message -----

From: Abbot John Klassen's private account

To: Kelly, John D.

Sent: Thursday, February 10, 2005 6:44 PM

Subject: RE: I received your letter

Hello John – Your confusion is justified. You are absolutely correct – your exclauration is for three years. Somehow I had it in my head that it was for two years. And because I was so "certain" of it, I never bothered to go to your file and look. Mea culpa for the confusion. Blessings on your and on your parents on their 60th!! Wow. My parents did not make it to their 50th.

I would love to come down and see your house!! Peace, +John

From: Kelly, John D.

Sent: Wednesday, February 09, 2005 9:28 PM

To: Abbot John Klassen's private account

Subject: I received your letter

Hi John,

I received your letter the other day but I must say I am a little confused. It was my understanding that I took a three year leave and not a two year leave. I left on August 12, 2002 and I thought my leave was until August 12, 2005. If this is not the case please let me know.

I am working hard and my parent's are doing fine. They celebrated their 60th wedding anniversary in October. Hard to believe. Hope all is well with you and the community. I will keep in touch.

One of these days you will have to come down and see my so called house.

John

3/7/2006

OSB KELLY, JOHN_00144

Abbot John Klassen's private account

From: Abbot John Klassen's private account
Sent: Tuesday, March 14, 2006 8:21 AM
To: 'Kelly, John D.'
Subject: RE: John Kelly letter for Extension.doc

Thank you John! Believe me, I do have some understanding of mixed feelings – I think they are much more common than we ever imagine as human beings. I think for example of men and women in marriage. On the one hand, loving each other passionately and with incredible patience, and yet sometimes driving each other crazy!

I think it would be worthwhile to gather a group of monks who you love and respect, and vice versa, to talk through some of these issues before you make a final decision. Misunderstandings can and do abound in our lives. Furthermore, much has happened to you and to the community in the past three years. Lots of significant change and it will be accelerated in the next ten years.

I will check with Linus and see if we can't arrange a visit – I would like to see where you live. Peace and blessings in this Lent. John

From: Kelly, John D.
Sent: Monday, March 13, 2006 7:45 PM
To: Abbot John Klassen's private account
Subject: Re: John Kelly letter for Extension.doc

Hi John,

Just wanted to let you know I finally put the letter in the mail today so you will probably get it on Tuesday or Wednesday. Don't ask me why it has taken so long to do this but for some strange reason this was very hard to do. I have always had a great love for Saint John's but I am not sure I will ever feel comfortable to return. God knows it is a love hate relationship in some ways. Very hard to explain but the feelings are a roller coaster ride to say the very least. Oh well I hope time will help but I guess only God knows for sure. I am sure this is very hard to understand but I want to thank you for letting me apply for this extension.

Thinking of you this lent and if you ever want to come down for a visit you are more than welcome. Maybe Linus would be willing to bring you down someday.

Peace and Thanks,

John

3/14/2006

OSB KELLY, JOHN_00145

March 22, 2006

The Rt. Rev. Timothy Kelly, OSB
Abbot President
American-Cassinense Congregation
Saint John's Abbey
Collegeville MN 56321

Dear Abbot Timothy,

Brother John Kelly, a perpetually professed member of Saint John's Abbey, requests an extension of his Indult of Exclaustration for a period of two years. On August 12, 2002, I granted an indult for a period of three years. Since the Code of Canon Law requires that the Congregation for Institutes of Consecrated Life and Societies of Apostolic Life grant indults of exclaustration beyond three (3) years (canon 686.1), it is necessary to request the extension from the Congregation.

Both my council and I support this request. We believe that Brother John is correct in saying that he is not yet in the mental or emotional state of mind to make a decision on whether to stay in or leave the monastic community. We also support his decision to remain close to his parents, who are both 90 years old, especially since he is their only child.

Enclosed is the petition for extension.

Sincerely,

Abbot John Klassen, OSB

OSB KELLY, JOHN_00146

March 22, 2006

The Rt. Rev. Timothy Kelly, OSB
Abbot President
American-Cassinense Congregation
Saint John's Abbey
Collegeville MN 56321

Dear Abbot Timothy,

Brother John Kelly, a perpetually professed member of Saint John's Abbey, requests an extension of his Indult of Exclaustration for a period of two years. He was born on 28 October 1950 and made his profession of monastic vows on 11 July 1975.

On August 12, 2002, I granted an indult for a period of three years. Since the Code of Canon Law requires that the Congregation for Institutes of Consecrated Life and Societies of Apostolic Life grant indults of exclaustration beyond three (3) years (canon 686.1), it is necessary to request the extension from the Congregation.

By secret ballot taken on March 21, 2006, my council voted unanimously in support of this request. I also support it. We believe that Brother John is correct in saying that he is not yet in the mental or emotional state of mind to make a decision on whether to stay in or leave the monastic community. We also support his decision to remain close to his parents, who are both 90 years old, especially since he is their only child.

Enclosed is the petition for extension.

Sincerely,

Abbot John Klassen, OSB



CONGREGAZIONE
PER GLI ISTITUTI DI VITA CONSACRATA
E LE SOCIETÀ DI VITA APOSTOLICA

Prot. n. 39517/2006

MOST HOLY FATHYER,

Brother John D. Kelly, professed monk of Saint John's Abbey of the American Cassinese Benedictine Congregation, requests of Your Holiness an extension for two years of the indult of exclaustation granted to him by the Abbot President, for the reason submitted.

The Congregation for Institutes of consecrated life and Societies of apostolic life, after careful consideration of the reasons submitted, grants an extension of the exclaustation in conformity with the petition. All other provisions of the law are to be observed.

All things to the contrary notwithstanding.

Vatican, June 23, 2006.

*+ Sergio Cusani
Serg.*

*Luca Rossetti
L. Ros.*

OSB KELLY, JOHN_00148

AMERICAN-CASSINESE CONGREGATION

OF THE ORDER OF SAINT BENEDICT
SAINT JOHN'S ABBEY
BOX 2015
COLLEGEVILLE, MINNESOTA 56321-2015

Office of the President

July 18, 2006

Right Reverend John Klassen, O.S.B.
Saint John's Abbey
Collegeville, Minnesota 56321-2015

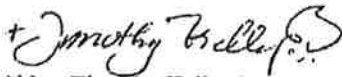
Dear Abbot John:

Enclosed is the original of the indult of exlaustration for Brother John D. Kelly, O.S.B.,
an extension of two years. This arrived in this morning's mail.

Please keep the original on file and send a copy to Brother John Kelly.

Peace.

In Christ,



Abbot Timothy Kelly, O.S.B.
President

OSB KELLY, JOHN_00149

July 19, 2006

John D. Kelly

Dear John,

The indult for a two-year extension of your excommunication arrived just the other day. I have kept the original in your file and am enclosing a copy for you.

I hope you're having a good summer and getting a chance to spend some time with your parents? How are they doing?

We had a memorable celebration of the Feast of the Birth of John the Baptist this year—the main celebration for the abbey's sesquicentennial. Perhaps you had a chance to check out the website and read the homily of the Abbot of Metten. Shortly after that celebration we welcomed a group of Mennonites back to Saint John's for the annual Bridgefolk convention, and before that was finished the Monastic Institute began. Now things have quieted down a bit—externally at least.

The guesthouse is coming along well. We're still planning to bless it on October 22. The following week a group of Buddhist and Catholic monks will be using it for the meeting of "Monks in the West." So we hope construction stays on schedule!

May God continue to bless and guide you in your discernment, John.

Fraternally,

Abbot John Klassen, OSB



In Brief

Updates on Legal Issues of Interest to Religious Institutes

SUPPORT FOR DEPARTING MEMBERS: AN ANALYSIS OF CANON 702

A number of inquiries have come to the LRCR staff concerning the assistance given a member who is leaving a religious institute or society. This article will address some of the factors to be considered in providing the assistance.

Canon 702 states:

1. Those who depart from a religious institute legitimately or have been dismissed from it legitimately can request nothing from the institute for any work done in it.
2. Nevertheless, the institute is to observe equity and the charity of the gospel toward a member who is separated from it.

The first section of the canon clarifies that a member cannot claim any compensation for work performed for the institute or in the name of the institute. The implication civilly is that the member is not an employee of the institute. Therefore, a member who is separating is not entitled to severance pay, accumulated vacation compensation, unemployment compensation, health insurance coverage or any other benefits provided an employee at termination of employment. The assistance provided the member who is separating is not compensation, rather it is a gift. As a gift, it is not taxable income to the member.

The second section of the canon establishes a moral obligation that an institute is to assist a member who is separating. The obligation arises if the member leaves by a dispensation (indult of departure) or by transfer, or if the member is dismissed either *ipso facto* or through the administrative canonical process.

In most cases when a member separates from the institute with more than 10 years of full-time employment left, the member requires only transitional assistance. The amount or type of assistance depends upon the resources available to the member. If the member already has a furnished apartment, car, and employment with health care benefits, the member probably needs very little if any assistance. On the other hand, if the member has to obtain a residence, furnish it, acquire a car and insurance, and find employment, the assistance needs to be sufficient support for three to six months. If the member has patrimony, the amount of the patrimony must be taken into account in determining the transitional assistance.

When a member who has less than 10 years of full time employment years left separates, the member probably will not have a sufficient number of years and income to provide for retirement. Therefore, some assistance may be required for retirement. In determining the amount of retirement

assistance, the following are some factors that must be included in the determination:

1. Employable number of years and estimated compensation. It can be estimated that the person can save 10% of yearly compensation toward retirement. Of course this is dependent upon the sufficiency of the compensation to provide adequately for current expenses.
2. Social Security income benefit.
3. Available personal assets such as patrimony, retirement plan, and income not remitted to the institute.
4. Cost of living in the area in which the member intends to relocate.

If the member has been filing tax returns because of employment while a member or while on excommunication or unlawful absence, it may be advisable to request copies of the tax returns for the previous year or two in order to establish actual income and other financial resources.

If retirement assistance is to be given, there are three ways in which to provide the assistance:

1. A lump sum gift at the time of separation. The advantage of the lump sum gift is that there is final separation between the member and the institute. This may be necessary if the relationship has become acrimonious. The negative side of the lump sum gift is that the member may not wisely invest it, may use it for present living expenses or may use it to support addictive behavior. Some years later the former member comes back to the institute requesting additional assistance. While the leadership can deny the request, members who are friends of the former member may put significant pressure on the leadership to provide additional assistance.
2. An annuity. The advantages of the annuity are that there is a final separation and upon the death of the former member,

the remaining principle reverts back to the institute. The disadvantage is that the payments from the annuity would have to be included in determining eligibility if the former member applies for government benefits such as Medicaid to cover the cost of care in a licensed care facility.

3. A letter of reliance. The institute promises in written form to provide a certain financial amount monthly or quarterly at a certain definite age such as 65 or whenever the former member no longer has full time employment, whichever occurs later. However, the financial assistance would be reduced or terminated if the former member receives sufficient income from another source (e.g. an inheritance) or the former member becomes eligible for a government benefits program and the financial assistance counts against the full amount of the benefit or makes the person ineligible (e.g. Medicaid to cover the residence in a licensed care facility). The advantage for the institute is that it does not have to provide financial assistance if the former member has other sources of available income. The advantage for the former member is that the former member is eligible for government programs. The disadvantage for both the institute and the former member is that the relationship between the two is ongoing. An advantage/disadvantage for the institute is that financial assistance may only be for a short or for a long time period depending upon the health and age span of the former member.

While the institute has an obligation in equity and charity to provide assistance to a member who is separating from the institute, it can never jeopardize the care of the members who remain and the patrimony of the institute in order to provide financial assistance to the member who is separating. The member who is separating has to realize that the same lifestyle and security enjoyed while a member may not be possible after separation. The reality is that in most instances an institute probably will not be

able to "fully fund" a former member's retirement. This is the fact which both the institute and the member who is separating must realize and accept when making financial arrangements at the time of separation.

Update and Addendum

Expert consultant Connie Neeson, LSW, contributed the following observations with regard to "Renouncing Patrimony: Answer from Civil Perspective," in the Winter, 2006 edition of In Brief.

1. Social Security (last paragraph)

Actually, the reduction which is due to the early election of benefits is indeed a permanent reduction. If there is an additional reduction in benefits due to other income (taxable earnings or taxable interest income from Patrimony assets) being over the allowed amount, this income-based reduction ceases once the individual reaches Full Retirement Age (which is age 65 + 10 months in 2007). After the FRA, there is no effect on SS income from any other source of income.

2. Medicare (fourth sentence)

Beginning in 2007, there is also a sliding scale UP for Medicare B premiums... individuals with high taxable income can indeed pay more than the premium of \$93.50. See <http://www.socialsecurity.gov/pubs/10161.html>

3. SSI (sentence beginning "In 1986, the Social Security Administration (SSA) issued a letter. . .")

Actually, the taxable interest income from Patrimony is also exempt from being counted for SSI eligibility. See the POMS manual at this cite, Article 8-c:

<https://s044a90.ssa.gov/apps10/poms.nsf/lux/0603020040!opendocument>

This citation is focused on how income and assets are counted for the Low Income Subsidy (LIS or "Extra Help") program through Social Security, but since that program is built on SSI rules, we can extrapolate this to also apply to SSI eligibility.

COMMUNICATIONS FROM THE CONGREGATION FOR INSTITUTES OF CONSECRATED LIFE AND SOCIETIES OF APOSTOLIC LIFE (CICLSAL)

(1) Concerning When Unions Of Religious Institutes Are Being Formed

When a number of religious institutes propose to form a new institute (a union) besides the vote of the general chapter, there must be a referendum of the members to determine how many persons will become a member of the new institute. In a recent letter to a religious institute, CICLSAL suggests that the following formula be used for the referendum:

"Knowing that the general chapter has decided in favor of petitioning a union with (number) other religious, if the Apostolic See approves the establishment of the union, and the inclusion of your institute in it, *are you willing to become a member of the new institute Or will you go along with the decision of the chapter?*
Yes _____ No _____"

This formula is to provide a place for the member's signature, date of profession and specific religious institute.

CICLSAL went on to state: "While there have been cases in which a post-chapter referendum provides immediately for a further choice on the part of those whose response is "no"—that is, transfer or indult of departure—we would recommend that this not be on your referendum, but that that choice take place in a second moment, individually, between the individual and the Superior general."

(2) Concerning Restrictions On A Member's Ministry

In a recent decision, CICLSAL determined that "the suitability for any ministry for a religious is determined by the superior....It is within his (superior's) power to restrict the ministry of his subjects, if he deems fit to do so." (The use of male pronouns is how the text came from CICLSAL but the text is understood to apply to male and female religious.)The basis for this power of governance is the vow of obedience.

COMMUNICATION FROM THE CONGREGATION FOR THE DOCTRINE OF THE FAITH (CDF) ON SEXUAL ABUSE OF MINORS BY PRIESTS OR DEACONS

CDF has issued a form to be used by superiors of religious institutes of men when reporting a case of sexual abuse of a minor to CDF. The form is available from LRCR.

In Brief ...

is a publication of the Legal Resource Center for Religious to provide updates on legal issues of interest to religious institutes. Information contained in this newsletter does not constitute legal advice and, except when otherwise noted, does not constitute an official position of the Conference of Major Superiors of Men (CMSM), the Leadership Conference of Women Religious (LCWR), or the National Association for Treasurers of Religious Institutes (NATRI). For answers to specific questions, consult your attorney.

Executive Director: Daniel J. Ward,
OSB, JCL, JD

Associate Director for Canon Law:
Lynn Jarrell, OSU, JCD

Associate Director for Civil Law:
Donna Sauer, JD, JCL

Administrative Assistant: Pat Nash
Secretary: Nardyne Jefferies

Direct editorial questions and change of address to:

Legal Resource Center for Religious
8812 Cameron Street

Silver Spring, MD 20910

Tel: 301-589-8143

Fax: 301-589-2897

Email: LRCR@LRCR.org

Web site: www.LRCR.org

The current User ID and Password for the LRCR web site are on your membership renewal form. If you have misplaced this form, we will be glad to give you this information if you will call us at the office at 301-589-8143.

Your Earnings Record

Years You Worked	Your Taxed Social Security Earnings	Your Taxed Medicare Earnings	Years You Worked	Your Taxed Social Security Earnings	Your Taxed Medicare Earnings
1969	\$ 161	\$ 161	1990	\$ 0	\$ 0
1970	1,058	1,058	1991	0	0
1971	1,105	1,105	1992	0	0
1972	904	904	1993	0	0
1973	2,353	2,353	1994	0	0
1974	1,881	1,881	1995	0	0
1975	0	0	1996	0	0
1976	0	0	1997	5,004	5,004
1977	0	0	1998	5,208	5,208
1978	0	0	1999	5,400	5,400
1979	0	0	2000	5,604	5,604
1980	0	0	2001	5,808	5,808
1981	0	0	2002	10,032	10,032
1982	0	0	2003	12,980	12,980
1983	0	0	2004	32,522	32,522
1984	0	0	2005	35,136	35,136
1985	0	0	2006	38,225	38,225
1986	0	0	2007	35,515	35,515
1987	0	0			
1988	0	0			
1989	0	0			

Total Social Security and Medicare taxes paid over your working career through the last year reported on the chart above:

Estimated taxes paid for Social Security:

You paid: \$12,210
Your employers paid: \$12,210

Estimated taxes paid for Medicare:

You paid: \$2,827
Your employers paid: \$2,827

Note: You currently pay 6.2 percent of your salary, up to \$102,000, in Social Security taxes and 1.45 percent in Medicare taxes on your entire salary. Your employer also pays 6.2 percent in Social Security taxes and 1.45 percent in Medicare taxes for you. If you are self-employed, you pay the combined employee and employer amount of 12.4 percent in Social Security taxes and 2.9 percent in Medicare taxes on your net earnings.

Help Us Keep Your Earnings Record Accurate

You, your employer and Social Security share responsibility for the accuracy of your earnings record. Since you began working, we recorded your reported earnings under your name and Social Security number. We have updated your record each time your employer (or you, if you're self-employed) reported your earnings.

Remember, it's your earnings, not the amount of taxes you paid or the number of credits you've earned, that determine your benefit amount. When we figure that amount, we base it on your average earnings over your lifetime. If our records are wrong, you may not receive all the benefits to which you're entitled.

Review this chart carefully using your own records to make sure our information is correct and that we've recorded each year you worked. You're the only person who can look at the earnings chart and know whether it is complete and correct.

Some or all of your earnings from last year may not be shown on your *Statement*. It could be that we still

were processing last year's earnings reports when your *Statement* was prepared. Your complete earnings for last year will be shown on next year's *Statement*. Note: If you worked for more than one employer during any year, or if you had both earnings and self-employment income, we combined your earnings for the year.

There's a limit on the amount of earnings on which you pay Social Security taxes each year. The limit increases yearly. Earnings above the limit will not appear on your earnings chart as Social Security earnings. (For Medicare taxes, the maximum earnings amount began rising in 1991. Since 1994, all of your earnings are taxed for Medicare.)

Call us right away at 1-800-772-1213 (7 a.m.-7 p.m. your local time) if any earnings for years before last year are shown incorrectly. Please have your W-2 or tax return for those years available. (If you live outside the U.S., follow the directions at the bottom of page 4.)

Your Estimated Benefits

*Retirement	You have earned enough credits to qualify for benefits. At your current earnings rate, if you stop working... At age 62, your payment would be about \$ 534 a month If you continue working until... your full retirement age (66 years), your payment would be about \$ 816 a month age 70, your payment would be about \$ 1,221 a month
*Disability	You have earned enough credits to qualify for benefits. If you become disabled right now... Your payment would be about \$ 596 a month
*Family	If you get retirement or disability benefits, your spouse and children also may qualify for benefits.
*Survivors	You have earned enough credits for your family to receive survivors benefits. If you die this year, certain members of your family may qualify for the following benefits: Your child \$ 491 a month Your spouse who is caring for your child \$ 491 a month Your spouse who reaches full retirement age \$ 654 a month Total family benefits cannot be more than \$ 982 a month Your spouse or minor child may be eligible for a special one-time death benefit of \$255.
Medicare	You have earned enough credits to qualify for Medicare at age 65. Even if you do not retire at age 65, be sure to contact Social Security three months before your 65th birthday to enroll in Medicare.

29433

***Your estimated benefits are based on current law. Congress has made changes to the law in the past and can do so at any time. The law governing benefit amounts may change because, by 2041, the payroll taxes collected will be enough to pay only about 78 percent of scheduled benefits.**

We based your benefit estimates on these facts:

Your date of birth (please verify your name on page 1 and this date of birth)
Your estimated taxable earnings per year after 2007 \$35,515
Your Social Security number (only the last four digits are shown to help prevent identity theft)

How Your Benefits Are Estimated

To qualify for benefits, you earn "credits" through your work — up to four each year. This year, for example, you earn one credit for each \$1,050 of wages or self-employment income. When you've earned \$4,200, you've earned your four credits for the year. Most people need 40 credits, earned over their working lifetime, to receive retirement benefits. For disability and survivors benefits, young people need fewer credits to be eligible.

We checked your records to see whether you have earned enough credits to qualify for benefits. If you haven't earned enough yet to qualify for any type of benefit, we can't give you a benefit estimate now. If you continue to work, we'll give you an estimate when you do qualify.

What we assumed — If you have enough work credits, we estimated your benefit amounts using your average earnings over your working lifetime. For 2008 and later (up to retirement age), we assumed you'll continue to work and make about the same as you did in 2006 or 2007. We also included credits we assumed you earned last year and this year.

Generally, estimates for older workers are more accurate than those for younger workers because they're based on a longer earnings history with fewer uncertainties such as earnings fluctuations and future law changes.

We can't provide your actual benefit amount until you apply for benefits. And that amount may differ from the estimates stated above because:

- (1) Your earnings may increase or decrease in the future.
- (2) After you start receiving benefits, they will be adjusted for cost-of-living increases.
- (3) Your estimated benefits are based on current law. The law governing benefit amounts may change.

- (4) Your benefit amount may be affected by military service, railroad employment or pensions earned through work on which you did not pay Social Security tax. Following are two specific instances. You can also visit www.socialsecurity.gov/mystatement to see whether your Social Security benefit amount will be affected.

Windfall Elimination Provision (WEP) — In the future, if you receive a pension from employment in which you do not pay Social Security taxes, such as some federal, state or local government work, some nonprofit organizations or foreign employment, and you also qualify for your own Social Security retirement or disability benefit, your Social Security benefit may be reduced, but not eliminated, by WEP. The amount of the reduction, if any, depends on your earnings and number of years in jobs in which you paid Social Security taxes, and the year you are age 62 or become disabled. For more information, please see *Windfall Elimination Provision* (Publication No. 05-10045) at www.socialsecurity.gov/WEP.

Government Pension Offset (GPO) — If you receive a pension based on federal, state or local government work in which you did not pay Social Security taxes and you qualify, now or in the future, for Social Security benefits as a current or former spouse, widow or widower, you are likely to be affected by GPO. If GPO applies, your Social Security benefit will be reduced by an amount equal to two-thirds of your government pension, and could be reduced to zero. Even if your benefit is reduced to zero, you will be eligible for Medicare at age 65 on your spouse's record. To learn more, please see *Government Pension Offset* (Publication No. 05-10007) at www.socialsecurity.gov/GPO.

Abbot John Klassen's private account

From: Abbot John Klassen's private account
Sent: Tuesday, June 24, 2008 10:27 AM
To: 'Kelly, John D.'
Subject: RF: Sorry for being so late with this

Thanks John for the message – it is a hard decision to make but Dan should be good guidance. Peace and all best, +John

From: Kelly, John D.
Sent: Monday, June 23, 2008 9:39 PM
To: Abbot John Klassen's private account
Subject: Sorry for being so late with this

Hi John,

I just want you to know I did get your letter and I have been in touch with Dan Ward. I hope to have a response for you within the next three or four weeks. It is not an easy decision and I want to weigh all of my options and avenues.

Hope you are having a good summer. I ran into Timo and he said you people had a great retreat.

Take Care!

John

John D. Kelly

December 23, 2008

Dear Abbot John,

Well I realize this letter is long overdue and I want you to know this is probably one of the hardest letters I have ever written, probably why it has taken me so long to write along with a list of other reasons.

I know Bob Stich talked to you about the possibility of compensation and legal issues a month or so ago so I am sure you were aware that I was in the process of asking for a dispensation. I know you needed an answer from me as to my intentions but it has been one of those areas in my life that I really did not want to deal with. This is not an easy move for me but in many ways I feel I have no other choice than to ask for a dispensation from my vows. Before I do the final paperwork I would like to sit down with you and talk about some concerns of mine in the area of compensation and the legal ramifications with my leaving Saint John's. Probably not the best time with the condition of the economy and all but I feel it is something we need to discuss. I know Saint John's is not in the habit of doing much for monks who have left in the past but given my age and the years that I gave Saint John's along with the generosity of my parent's to Saint John's I am hoping that we can come to some understanding that is acceptable to all.

With the Christmas season and all I am sure you are fairly busy and my mother is staying with me over the Holidays. She is 91 years old and I now know the time and effort she spent taking care of me as I was growing up. I heard on the radio the other day that the average baby boomer spends 17 years taking care of their children and 18 years taking care of their parent's. Well I didn't have to deal with the children part but I now know what the taking care of one's parent requires. I think it is the least I can do with all that my parent's sacrificed for me.

Why don't you let me know how you want to proceed with this process? Please understand it is with a very heavy heart that I make this request. My love for Saint John's is very deep and strong and it has taken a lot of gut wrenching to make this decision but I feel it is in the best interest of me and Saint John's.

Wishing you a Blessed Christmas and a Happy New Year!

John



Return Mail Operations
PO Box 14411
Des Moines, IA 50306-3411

Monthly Mortgage Statement

Statement Date 01/02/09
Loan Number

Customer Service

Online
yourwellsfargomortgage.com

Telephone (866) 234-8271 TTY Deaf/Hard of Hearing (800) 934-9998

Hours of Operation
M - F 6 AM - 10 PM
Sat 8 AM - 2 PM CT Fax (866) 278-1178

Payments PO Box 5296 Carol Stream IL 60197 **Correspondence** PO Box 10335 Des Moines IA 50308

JOHN D KELLY

Summary

Payment (Principal and/or Interest, Escrow)	\$1,216.50
Optional Product(s)	\$0.00
Current Monthly Payment	\$1,216.50
Overdue Payments	\$0.00
Unpaid Late Charge(s)	\$0.00
Other Charges	\$0.00
TOTAL PAYMENT DUE 02/01/09	\$1,216.50

Property Address

Unpaid Principal Balance \$178,773.54
(Contact Customer Service for your payoff balance)
Interest Rate 4.825%
Interest Paid Year-to-Date \$890.63
Taxes Paid Year-to-Date \$0.00
Escrow Balance \$1,261.02

Activity Since Your Last Statement

Date	Description	Total	Principal	Interest	Escrow	Late Charge	Other
01/02	PRINCIPAL PMT	\$100.00	\$100.00				
01/02	PAYMENT	\$1,216.50	\$316.70	\$890.63	\$210.17		

Important Messages

Please note

Our records show that you are enrolled in both Your Mortgage and Wells Fargo Online®. The Your Mortgage site is being retired on February 17, 2009. Going forward, your information will only be kept on Wells Fargo Online®. For uninterrupted online access or to download your 2008 tax documents sign on to wells Fargo.com. Try it today!

REALIZE YOUR HOME FINANCING GOALS

Purchasing a home? We have the Wells Fargo Closing Guarantee™. Looking to shorten your term, lower your rate or cash out equity? We have a variety of programs available. Call us for details at 866-810-2596, go to wells Fargo.com/mortgage or visit your local Home Mortgage Consultant.

HAPPY NEW YEAR

Making resolutions? Now is the time to put your plans in motion. Blazing trails since 1852, Wells Fargo Home Mortgage is committed to helping you achieve your personal and financial goals through homeownership.

005910V003819 AGN30K 1910 ETM1C002 1 3



Please detach and return with your payment

Loan Number
Current Monthly Payment Due
Total Payment Due 02/01/09
After 02/16/09 Add Late Fee
Total Amount Due After 02/16/09

Monthly Payment \$

Additional Principal \$

Please specify additional funds. Any additional funds not specified will be applied first to any outstanding charges.
Late Charges \$

Other Charges \$

Additional Escrow \$

Total Amount Enclosed \$
(Please do not send cash)

Check here and see reverse for address correction.

JOHN D KELLY

1910005910003819 0208 02 AGN30K 708

WELLS FARGO HOME MORTGAGE
PO BOX 5296
CAROL STREAM IL 60197-5296



OSB KELLY, JOHN_00160

RECIPIENT'S/LENDER'S name, street address, city, state, and ZIP code

Wells Fargo Bank, N.A.
Return Mail Operations
PO Box 14411
Des Moines, IA 50306-3411

01/12/09

* Caution: The amount shown may not be fully deductible by you. Limits based on the loan amount and the cost and value of the secured property may apply. Also, you may only deduct interest to the extent it was incurred by you, actually paid by you, and not reimbursed by another person.

OMB No.
1545-0047
2008
Substitute
Form 1098

**MORTGAGE
INTEREST
STATEMENT**

**Copy B
For Payer**

TTY Deaf/Hard of Hearing: (800) 834-9998

Fax #: (866) 278-1179

Phone #: (866) 234-8271

CORRECTED (if checked)

PAYER'S/BORROWER'S name, street address, city, state, and ZIP code

JOHN D KELLY

RECIPIENT Federal identification no.
94-1347393

PAYER'S social security number

1 Mortgage interest received from payer(s)/borrower(s)* \$9,080.00

2 Points paid on purchase of principal residence (See Box 2 on back) \$0.00

3 Refund of overpaid interest (See Box 3 on back) \$0.00

4 Mortgage Insurance Premiums \$0.00

Account number (optional) 5 Real Estate Taxes \$2,522.00

The information in boxes 1, 2, 3, and 4 is important tax information and is being furnished to the Internal Revenue Service. If you are required to file a return, a negligence penalty or other sanction may be imposed on you if the IRS determines that an underpayment of tax results because you overstated a deduction for this mortgage interest or for these points or because you did not report this refund of interest on your return.

Form 1098 Substitute **SEE BACK SIDE FOR IMPORTANT INFORMATION** (Keep for your records) Department of the Treasury - Internal Revenue Service

Please consult a Tax Advisor about the deductibility of any payments made by you or others.

PRINCIPAL RECONCILIATION	PROPERTY ADDRESS
\$183,075.83 BEGINNING BALANCE	
\$4,302.29 PRINCIPAL APPLIED	
\$178,773.54 ENDING BALANCE	
	\$1,216.50 TOTAL CURRENT PAYMENT
	\$210.17 ESCROW PORTION OF PMT

2008 INTEREST DETAIL

TOTAL INTEREST APPLIED 2008	\$9,080.00
2008 MORTGAGE INTEREST RECEIVED FROM PAYER/BORROWER(S)	\$9,080.00

If you have questions about your loan, you can use our automated "Personal Mortgage Information Line" at the 800 number listed at the top of this statement. By selecting one of the options listed, you can receive information regarding:

- taxes paid year-to-date
- the amount & date of your last payment
- interest paid year-to-date
- other valuable information



Wells Fargo Home Mortgage, a division of Wells Fargo Bank, N.A., believes customers come first. You can always count on us to provide the excellent service you've come to expect.

OSB KELLY, JOHN_00161

Abbot John Klassen's private account

From: Abbot John Klassen's private account
Sent: Monday, January 19, 2009 1:39 PM
To: 'Kelly, John D.'
Subject: RE: Let's get together

Thanks John.

The following dates are possibilities --

Feb 4
Feb 5
Feb 12
Feb 18
Feb 20
Feb 26

The times that work are between 10:00 am and 3:00 pm. I hope one of these works for the three of us. Please do know that I have some sense of how difficult this is for you. Peace, John

From: Kelly, John D.
Sent: Sunday, January 18, 2009 9:37 PM
To: Abbot John Klassen's private account
Subject: Re: Let's get together

Hi John,

I did get your email and sent it on to Bob to see what dates would work for him. I am going to be in Orlando from the 21st to the 27th of January on Business so I think we are going to have to wait until after my return. I am thinking that I would prefer if it was just us three for starters. I hope you understand that this is a very hard thing for me to do but I think it is for the best. I have a deep love for the people at Saint John's both lay and religious.

If you could give me some dates that would work for you then I can chat with Bob and see if we can get together. I know you and Bob meet from time to time so maybe we can tie one of those meetings in with mine. I have been in contact with Dan Ward also for some advice as I am sure you are aware.

Have a Great Week and try to stay Warm!

Thanks for being so understanding.

John

----- Original Message -----

From: Abbot John Klassen's private account
To: 'Kelly, John D.'
Sent: Wednesday, January 14, 2009 3:08 PM
Subject: Let's get together

Dear John --

It was so good to see you at the reception of the body of Dietrich. Thanks for being with us in a very vulnerable time.

I meant to get back to you immediately after Christmas but God had other plans for me. But I write to you today to ask where and when you would find most convenient to meet to have a frank and fruitful conversation regarding your future. If you would like to meet with Benedict and myself and Bob Stich, or just Bob, you, and me, that would be fine.

At this point most of January is really tight but I would like to get a conversation scheduled.

All best and peace, John

From: Kelly, John D.
Sent: Tuesday, December 23, 2008 9:32 PM
To: Abbot John Klassen's private account
Subject: Re: Sorry for being so late with this

Hi John,

i know this is long overdue and I put this off for as many years as I could. As I said in my letter it is one of the hardest decisions of my life.

Wishing you a Blessed Christmas!

John

----- Original Message -----

From: [Abbot John Klassen's private account](#)
To: [Kelly, John D.](#)
Sent: Tuesday, June 24, 2008 9:27 AM
Subject: RE: Sorry for being so late with this

Thanks John for the message – it is a hard decision to make but Dan should be good guidance. Peace and all best,
+John

From: Kelly, John D.
Sent: Monday, June 23, 2008 9:39 PM
To: Abbot John Klassen's private account
Subject: Sorry for being so late with this

Hi John,

I just want you to know I did get your letter and I have been in touch with Dan Ward. I hope to have a response for you within the next three or four weeks. It is not an easy decision and I want to weigh all of my options and avenues.

Hope you are having a good summer. I ran into Timo and he said you people had a great retreat.

Take Care!

John

March 10, 2009

Mr. John D. Kelly

Dear John:

I write this letter to you to respond to your request for funding for your retirement in lieu of the 25+ years in vows here at Saint John's Abbey. Per our conversation, this request does not stem from a legal right but emerges from your concern about the resources that will be available to you from Social Security. I treated your request with greater formality than might seem warranted because the decision has such serious consequences for you and for our community.

Keeping your identity unknown, I presented the request in general terms to the Senior Council for their input. While Councilors were sympathetic to the situation, they are also aware of the serious decline in the value of the endowment that we have grown for the past thirty years. Simply said, the support for the health and retirement of our monks is not secure at this point. There was no support for your request – we simply are not able to do it with the resources we have at our disposal.

A question to you: is there any way to protect the resources that your mother has in a trust before she has to go into a nursing home? Or perhaps you have already taken these steps. John, I think I understand the urgency of your request and I am thankful that we were able to meet face to face to talk about it. I think that we are facing the harsh reality of the impact of a separation like this: everyone comes out poorer.

Sincerely,

Abbot John Klassen, OSB

cc: Mr. Bob Stich

OSB KELLY, JOHN_00164

Lawsuit filed against abbey

2nd suit accuses of
fraud, misconduct

By David Unze
dunze@stcloudtimes.com

The second lawsuit in two weeks was filed Wednesday against St. John's Abbey.

The lawsuit accuses the abbey of fraud and contends that three monks either solicited or engaged in sexual misconduct with a former St. John's University student.

The lawsuit, filed in Stearns County District Court, alleges that the student was abused while attending St. John's from 1982-1986. It names the Rev. John Kelly, the Rev. Finian McDonald and now-deceased Rev. Bruce Wollmering as those who were inappropriate with the student.

The lawsuit doesn't identify the student, only saying that he is in his 40s and lives in Washington state.

Wollmering was the subject of a fraud lawsuit filed last week that accused the abbey of knowing about an allegation of sexual misconduct against Wollmering but continuing to allow him to have access to students at St. John's Preparatory School in Collegeville.

Abbot John Klassen in 2001 identified Kelly and McDonald as two of about a dozen monks or priests who had restrictions placed on them after allegations of sexual misconduct.

The lawsuit filed Wednesday accuses the abbey of knowing about abuse allegations against Kelly, McDonald and Wollmering and keeping that information from current and prospective students.



SAINT JOHN'S
ABBEY

May 11, 2011

John D. Kelly

Dear John:

Greetings and Easter blessings! I hope that you are ok. I expect that all of the news coverage has been difficult for you. The WCCO report was nasty and harassing. I want you to know that I hold you in prayer and support you as you make decisions in your life.

As I wrote to you some time ago, it is time to make a decision about your relationship with the monastic community. Therefore, I am writing to you now with the options that are possible.

First, you can return to the monastery. Second, you can petition for an indult of departure, that is, a dispensation from your monastic profession. Third, you can do nothing and require that I initiate a process of canonical dismissal that will result in your dispensation from your monastic profession.

If you do not wish to return to the monastery, then I encourage you to petition for dispensation. I am enclosing a sample petition. I know that you are concerned about your retirement. As I wrote you last year, the Senior Council did not grant your monetary request. While the Abbey is not in a good financial position at present, the abbey is willing to contribute \$30,000 to you to invest for your retirement. I know that this is an insufficient amount and not what you expected. However, I am offering this to you in good faith. Upon receiving your completed petition, I will send you a check in the above amount.

If you do not wish to petition for dispensation, then I will have to begin the process of dismissal from the monastery.

John, I hope that you will complete the petition for a dispensation. However, if I have not received your completed petition June 1, I will begin the process of dismissal.

This is a difficult letter for me to write, especially after the events of the past month, but I do want you to know, John, that I am concerned about you and your future. You contributed much to our community and our work, especially the Prep School and University. I thank you for this.

Sincerely in the Risen Christ,

Abbot John Klassen, OSB

Office of the Abbot

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OSB KELLY, JOHN_00166

Abbot John Klassen's private account

From: Abbot John Klassen's private account
Sent: Thursday, May 19, 2011 2:44 PM
To: 'Kelly, John D.'
Subject: RE: Received your letter

Hello John - I received your message on Monday but have been scheduled very tight while my email has backed up. Kelly put the appropriate forms into the mail today, with the right amount of postage! Peace to you, John

From: Kelly, John D.
Sent: Sunday, May 15, 2011 9:58 PM
To: Abbot John Klassen's private account
Subject: Received your letter

Hi John,

I received your letter but there was no sample petition enclosed. I think Kelly might have forgotten to put it in. There was a blank sheet with my name and address but that is all.

I am doing pretty good considering all the has been going on. Been going back and forth to Iowa a lot as my mother fell at home and was in the hospital but is out now and doing much better. She still lives alone at 93 but does have a retired nun 5 to 6 hours a day look in on her and cook and evening meal. If she was not around to help out not sure what I would do.

Thanks for your offer and concern about my well being. Actually everyone has been very supportive at work and all my friends. I thought I should have just punched her out, That would have looked great on TV, I really wanted to tell what I really thought of Jeff Anderson but as it was she changed the question to my one answer to her so better I kept my mouth shut. They always spln the story to what they want to tell. Damn media, lol.

We'll take care and have Kelly send me that sample when he has time.

Peace, John

Abbot John Klassen's private account

From: Abbot John Klassen's private account
Sent: Friday, May 27, 2011 9:13 AM
To: 'Kelly, John D.'
Subject: RE: Received your letter

Good morning, John,

I surely empathize with this situation. So, due to the stress of this family situation and the other events in your life, let's aim for a target date of June 15. And may your mom gain her strength back, so that she is able to stay in her house.

With respect to future lawsuits, if the alleged incident(s) took place while you were here in the community, we as an abbey are accountable and will stand behind you. If there are allegations that occurred from the onset of the excommunication, then you are responsible for any litigation. I suspect that this will not be an issue.

All best to you—hope you have some time to relax over this Memorial Day weekend. And, _____ died early this morning after a two year bout with cancer. She was fine until the last ten days. May she rest in peace. +John

From: Kelly, John D.
Sent: Thursday, May 26, 2011 6:54 PM
To: Abbot John Klassen's private account
Subject: Re: Received your letter

Good Evening John,

I was wondering if you would be willing to extend your deadline by a few weeks. This past month for me has been very trying and this is just one more event in my life to make it overly stressful. My mother has been in the hospital after a fall a couple of weeks ago and I have been going home doing three day weekends. She has been released but needed someone to be with her 24-7. I have someone that is willing to do it part time but not 7 days a week. Luckily she did not break anything but she did have a cut on her leg. She is slowly getting her strength back so that God willing she will be able to stay in her house and not have round the clock supervision.

To top it off one of the sales people under my care submitted her resignation a week ago today so now I have that to deal with also. The WCCO event was just the icing on the cake so to speak. In any case it has been a couple of very hectic weeks. So I was wondering if you could hold off with your deadline for a few weeks.

I do also have one important question in regard to any future law suits. I sure don't see any but I did not predict the last one either. God only knows where some of these come from. I am wondering if the Abbey will stand behind me both financially and supportively if that should ever happen. I know I sat down with both you and Benedict before I left and you said you would but I am thinking I really should have something in writing stating what the Abbey will do and be responsible for once I am no longer a member of the community.

Please let me know what you think on both topics.

I have very fond memories of Saint John's and it will always be a part of my life.

Peace, John

----- Original Message -----

From: [Abbot John Klassen's private account](#)
To: 'Kelly, John D.'
Sent: Thursday, May 19, 2011 2:44 PM
Subject: RE: Received your letter

Hello John – I received your message on Monday but have been scheduled very tight while my email has backed up. Kelly put the appropriate forms into the mail today, with the right amount of postage! Peace to you, John

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To: Abbot John Klassen's private account
Subject: Received your letter

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I am doing pretty good considering all the has been going on. Been going back and forth to Iowa a lot as my mother fell at home and was in the hospital but is out now and doing much better. She still lives alone at 93 but does have a retired nun 5 to 6 hours a day look in on her and cook and evening meal. If she was not around to help out not sure what I would do.

Thanks for your offer and concern about my well being. Actually everyone has been very supportive at work and all my friends. I thought I should have just punched her out. That would have looked great on TV, I really wanted to tell what I really thought of Jeff Anderson but as it was she changed the question to my one answer to her so better I kept my mouth shut. They always spin the story to what they want to tell. Damn media, lol.

We'll take care and have Kelly send me that sample when he has time.

Peace, John



SAINT JOHN'S
ABBEY

July 25, 2011

Abbot Hugh Anderson, OSB
Abbot President, American Cassinese Congregation
Saint Procopius Abbey
5601 College Avenue
Lisle, IL 60532

Dear Abbot Hugh;

Enclosed please find a petition from Brother John D. Kelly, a solemnly professed monk of Saint John's Abbey, to be released from solemn vows, with required documentation. Please transmit this documentation to the Congregation for Institutes of Consecrated Life and Societies of Apostolic Life. Thank you for your kind attention to this matter.

Sincerely yours in Christ,

Abbot John Klassen, OSB

Enclosures: Petition for Dispensation from Solemn Vows
Brother John D. Kelly's petition
Superior's letter with secret Senior Council vote
Taxa check for 90.00 USD

Office of the Abbot

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OSB KELLY, JOHN_00170



SAINT JOHN'S
ABBEY

Petition for Dispensation from Solemn Vows

Petitioner's Name

John D. Kelly

Name of Institute

American Cassinese Congregation OSB

Name of Abbey

Saint John's Abbey
Box 2015
Collegeville, MN 56321
USA

Date and Place of Birth

28 October 1950
Jefferson City, Iowa
USA

Date of First Profession

11 July 1975

Date of Solemn Profession

11 July 1978

Principal Activity

Country in which activity is carried on

United States of America

Petitioner's Letter to the Holy Father with reasons for petition

Enclosed

Superior's letter recommending dispensation with record of secret vote of the Senior Council

Enclosed

Taxa check made out to the American-Cassinese Congregation for US \$90.00

Enclosed

Office of the Abbot

Box 2015 • Collegeville MN 56321-2015 • 320-363-2546 • www.saintjohnsabbey.org

OSB KELLY, JOHN_00171



SAINT JOHN'S
ABBEY

July 25, 2011

Most Reverend João Bráz Aviz
Prefect
Congregation for Institutes of Consecrated Life
and Societies of Apostolic Life
Piazza Pio XII 3
00193 Rome, Italy

Prot n. 39517/2006

Your Excellency:

Brother John D. Kelly, OSB, a perpetually professed monk of Saint John's Abbey, has sent me a petition requesting dispensation from solemn vows. Brother John has been in exclaustation for six years and living outside the monastery an additional two years for the purpose of discerning his monastic vocation.

At its meeting on July 5, 2011, the Senior Council by secret ballot unanimously supported Brother John's petition to be dispensed from his vows. I also support him because I believe that he has thoughtfully and prayerfully discerned where God is leading him. Having received guidance from his pastor and sought professional counsel over a significant span of time, he has come to the conclusion that he can best serve God and neighbor by living as a lay person. I concur with that decision and favor along with my council the granting of the indult of departure.

I am enclosing the requisite documents.

I ask God's blessing upon you and your Congregation in your services to religious and their institutes.

Sincerely,

Abbot John Klassen, OSB

Enclosure: Petition for Dispensation from Solemn Vows
Brother John D. Kelly's petition

June 13, 2011

His Holiness Pope Benedict XVI
The Vatican
Vatican City

Your Holiness,

May I respectfully submit herewith my formal request to be dispensed from solemn vows as a religious brother of the Abbey of Saint John's

Curriculum Vitae:

Name: John D Kelly

DOB: October 28, 1950
Jefferson, Iowa

Parents:

Schools: Saint John's University; Collegeville, MN; 1969-1973
Saint Edmund High School; Fort Dodge, IA; 1965-1969
Corpus Christi Grade School; Fort Dodge, IA; 1959-1965

Profession 1st: July 11, 1975; Saint John's Abbey, Collegeville, MN
Final: July 11, 1979; Saint John's Abbey, Collegeville, MN

Assignments: Saint John's University, Collegeville, MN; 1993-2002
Saint John's Preparatory School, Collegeville, MN; 1975-1992

Present

Since leaving Saint John's Abbey in 2002 and spending the first two years on and off in the Washington DC area with a very close monk friend to discern certain life issues was very helpful and in many ways has allowed me to arrive at this point in my life. One realization that has come out of this entire nine year journey is the love my

parent's have for me and my love for them. The time we have had together is something very special and in many ways I believe a gift from God. Not many people have had the opportunity to spend as much time with their parent's in their later years as I have these past nine years. For the first two years of my leave I was able to live with them for six months of each year, something I am very grateful for. It was a time for me to re-connect with my parents and give back to them some of the love that they have given me these past 60 years of my life. My father has since died but the time spent with both of them has been something very special

At this point in my life my mother is now 93 years old, I find she needs me more than ever to be a part of her life. Needless to say it has become very evident that she needs my support and presence. In some ways this has put a little more stress in my life with work and all but it is something I think I can handle.

Since 2004 I have been working for a very close friend at his place of business as his Sales Manager. I have had a full time position there and am going into my 8th year with his company. I purchased a townhouse and live in a small community outside of Minneapolis. Over the years I have been able to put a little savings away for the future but I am fully aware it will not be easy living without the support of the monastic community both financially and emotionally. These last nine years have not been easy but I do feel I have grown to understand what it will be like living on my own without their support.

This then brings me to the point of my letter. I feel at this time I am in the mental and emotional state of mind to make a decision on my future. There are times that I have considered returning if only for the moral support I know I would receive but I know that it would not be the correct decision for me at this time in my life. So with this in mind I am requesting to be dispensed from my solemn vows as a religious brother of the Abbey of Saint John's in Collegeville, MN.

So with all of the above situations affecting my life at this time I am stating that my decision is permanent and final.

I solemnly swear to the truth of all the above statements.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "John Kelly". The signature is written in dark ink and is positioned below the typed name "John Kelly".



CONGREGAZIONE
PER GLI ISTITUTI DI VITA CONSACRATA
E LE SOCIETÀ DI VITA APOSTOLICA

Prot. n. 39517/2006

MOST HOLY FATHER

Brother John D. Kelly
a solemnly professed member of Saint John's Abbey at Collegeville,
Minnesota, Diocese of Saint Cloud, U.S.A.,
of the American Cassinese Congregation of the Order of Saint Benedict,
requests of Your Holiness
an indult to leave the religious life,
so that he may freely and legitimately return to secular life, for the reasons presented.

The Congregation for Institutes of Consecrated Life and Societies of Apostolic Life, after careful consideration of the reasons submitted, grants the petition as requested. The petitioner is not to wear the religious habit any longer, and is separated from his Order. The petitioner is to be aware that, according to canon 702 § 1, he cannot request anything from the Order for any work done in it. The Order, nevertheless, in accordance with canon 702, § 2, is to observe equity and evangelical charity towards him. The rescript, unless it is rejected by the petitioner when it is communicated to him, brings with it a dispensation from the vows and all obligation arising from profession.

All things to the contrary notwithstanding.

Vatican City, October 25, 2011.

João Braz de Aviz
Prefect

P. Sebastiano Paciolla, O. Cist.
Undersecretary

OSB KELLY, JOHN_00175

American-Cassinense Congregation O.S.B.

St. Procopius Abbey

5601 College Rd.

Lisle, IL 60532-4463

Tel: 630-829-9245/ Fax: 630-969-6426

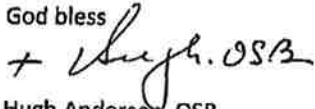
November 2, 1011

Rt. Rev. John Klassen, OSB
St John's Abbey
Collegeville, MN 56321-2015

Greetings and prayer from Lisle! Enclosed is the dispensation for John D. Kelly and a copy of a suggested acknowledgement of receipt and acceptance. Please send him a copy of the dispensation along with the acknowledgement of receipt and acceptance which he is to return to you.

You will need to notify John's parish of baptism that he has been dispensed from his solemn vows.

God bless



Hugh Anderson, OSB
President

OSB KELLY, JOHN_00176



SAINT JOHN'S
ABBEY

November 7, 2011

John D. Kelly

Dear John:

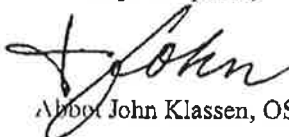
I just received the rescript from the Congregation for Institutes of Consecrated Life and Societies of Apostolic Life, which grants you a dispensation from solemn vows. I enclose a copy (the original will remain here), along with a form to sign and return to me. Thanks for doing this.

I realize that this has been a difficult decision for you to make, that it has been in the making for many years. I am happy for you that you are at this point free to move on with your life. I grieve for the unfair and unwarranted media attention you received last spring.

We are still working daily and weekly, with legal and media people, to deal with the residue of the lawsuits and the media bashing that the abbey took and continues to take. At the same time, like you, we try to live our lives as best as possible, with all the normalcy that we can muster. And we do have reason to celebrate – the Saint John's Bible has been completed, the 50th anniversary of the dedication of the abbey church was wonderful – Prep enrollment is at 317 students, 6-12 – the girls residency program is now at Emmaus Hall – the SOT has a ten year high enrollment and had to rent space in Saint Joe – we have great guys in formation, both here and in Japan.

I hope and pray that you will always feel that you are welcome here – we truly have a relationship and it is friendship. All best to you.

Blessings and peace,



Abbot John Klassen, OSB

Enclosures: Copy of rescript
Acknowledgement of receipt form

Office of the Abbot
Box 2015 • Collegeville MN 56321-2015 • 320-363-2546 • www.saintjohnsabbey.org

OSB KELLY, JOHN_00177

ACKNOWLEDGEMENT AND ACCEPTANCE OF DISPENSATION

I hereby acknowledge receipt of and acceptance of the dispensation from perpetual solemn vows.

Name

Date

Received
NOV 14 2011
Office of the Abbot

ACKNOWLEDGEMENT AND ACCEPTANCE OF DISPENSATION

I hereby acknowledge receipt of and acceptance of the dispensation from perpetual solemn vows.

Name

J.P.D. Kelly

Date

November 11 2011



SAINT JOHN'S
ABBEY

January 5, 2012

John D. Kelly

Dear John:

With this letter I include two checks for the total amount we agreed on, \$30,000. One is dated for 2011 and the other for 2012. I also include a photocopy of the rescript – please keep it as it is your copy.

I pray that this is a happy and rich year of blessing for you, above all, free from the awful stuff of last spring. I am sure that all of that took its toll on you and all the people who care about you.

We have just concluded a solid workshop on dealing with anger, forgiveness, reconciliation, and building community. Dale did a presentation on the psalms, especially the laments and the prophecy of Jeremiah; Columba did a presentation from the sources in Evagrius, Cassian, and the Rule; and we had James Bryer, a therapist from town give two presentations from a therapeutic point of view. When I plan these I find myself thinking about how I want it all to hold together, but when it happens, there are always turns in the road, and the gift is always the learning and education in the community itself.

I hope and pray that you will always feel that you are welcome here at the abbey – we truly have a relationship and it is friendship. All best to you.

Blessings and peace,

Abbot John Klassen, OSB

Copy to: Brother Benedict Leuthner, OSB

Enclosures: Copy of rescript
Two checks



CONGREGAZIONE
PER GLI ISTITUTI DI VITA CONSACRATA
E LE SOCIETÀ DI VITA APOSTOLICA

Prot. n. 39517/2006

Received
NOV 14 2011
Office of the Abbot

MOST HOLY FATHER


Brother John D. Kelly
a solemnly professed member of Saint John's Abbey at Collegeville,
Minnesota, Diocese of Saint Cloud, U.S.A.,
of the American Cassinese Congregation of the Order of Saint Benedict,
requests of Your Holiness
an indult to leave the religious life,
so that he may freely and legitimately return to secular life, for the reasons presented.

The Congregation for Institutes of Consecrated Life and Societies of Apostolic Life, after careful consideration of the reasons submitted, grants the petition as requested. The petitioner is not to wear the religious habit any longer, and is separated from his Order. The petitioner is to be aware that, according to canon 702 § 1, he cannot request anything from the Order for any work done in it. The Order, nevertheless, in accordance with canon 702, § 2, is to observe equity and evangelical charity towards him. The rescript, unless it is rejected by the petitioner when it is communicated to him, brings with it a dispensation from the vows and all obligation arising from profession.

All things to the contrary notwithstanding.

Vatican City, October 25, 2011.


João Braz de Aviz
Prefect


P. Sebastiano Paciolla, O. Cist.
Undersecretary

OSB KELLY, JOHN_00181

Abbot John Klassen's private account

From: Abbot John Klassen's private account
Sent: Sunday, January 08, 2012 3:24 PM
To: 'Kelly, John D.'
Subject: Glad they arrived!

Hello John – thanks for the confirmation that the checks have arrived. I surely appreciate the bitter sweet character of cashing them and the kind of significance that has. On the other hand, there is also liberation in a decision being made for the direction and course of your life. And that is really important. All best to you – be assured that we do our best to communicate with you in key moments. Peace, John

From: Kelly, John D.
Sent: Sunday, January 08, 2012 1:46 PM
To: Abbot John Klassen's private account
Subject: Re: Just Wondering

Good Afternoon John,

I just wanted you to know that I did receive the two checks and for this I am very thankful. In some ways they will be very hard to cash as they will signal and end of my strong connection to Saint John's and all the people their that I consider friends. I know I am always welcome but it has been and always will be a bitter sweet moment when I return because it does bring back so many happy and good memories. I truly have a great love for the place and the people that are a part of it. Everyone there will always be in my thoughts and prayers. I always will consider Saint John's a part of my family.

Peace, John

— Original Message —

From: [Abbot John Klassen's private account](#)
To: 'Kelly, John D.'
Sent: Tuesday, January 03, 2012 11:32 AM
Subject: RE: Just Wondering

Hello John –

We will be sending you two checks, one dated for 2011 and one dated for this year, in the next few days. A blessed and happy New Year to you. +John

From: Kelly, John D.
Sent: Monday, January 02, 2012 9:53 PM
To: Abbot John Klassen's private account
Subject: Re: Just Wondering

Hi John,

Did you get this email? I was hoping to get half of the money in 2011 but from the looks of that it is not going to happen. I was gone all last week so did not know if you sent it or not. I am guessing that it has not been sent yet.

Please let me know your plan.

Hope you have a Great 2012.

Thanks!

John

----- Original Message -----

From: Kelly, John D.

To: Abbot John Klassen's private account

Sent: Monday, December 19, 2011 7:42 PM

Subject: Re: Just Wondering

Hi John,

Thanks for getting back to me. Why don't we break it up so that I receive half before the end of this year and then the rest sometime in January 2012. I think that would work the best.

Thanks again for making this available to me.

Take Care and Have a Blessed Christmas, I will be in Iowa to spend time with my mother. She turned 94 the Monday before Thanksgiving and is now living in a retirement center. I doubt if she will ever be able to go back to her house as she really needs someone to watch over her. I really thought about moving back to Iowa but then I need to look out for myself also. No one ever said getting old was easy just ask Brother Gregory. Hell of a deal. The monthly cost is right around \$5,000.00 so not a small figure.

Peace, John

----- Original Message -----

From: Abbot John Klassen's private account

To: 'Kelly, John D.'

Sent: Friday, December 16, 2011 9:12 AM

Subject: RE: Just Wondering

Hello John -- I have been meaning to write you -- do you wish to have this split over two years or in a lump sum? John

From: Kelly, John D.

Sent: Thursday, December 15, 2011 7:44 PM

To: Abbot John Klassen's private account

Subject: Just Wondering

Hi John,

Hope all is well at the Abbey and that you are doing okay. Not to be a pest but I was just wondering when I might be getting the money that I thought you said would be sent once all of the paperwork was finished. Is there still some more work to be done?

Just wondering.

Have a Blessed Christmas and a Happy New Year!

John

Update
6 February 2012

Last Name Kelly
First Name (Religious Name) John

Date of Birth
28 October 1950

Date of First Profession 11 July 1975
Date of Final Profession 11 July 1978

EDUCATION

B.S. 1973 St. John's University (Sociology)

ASSIGNMENTS

Director of Guidance
St. John's Prep School 1975 – 1980

Director of Administrative Services
St. John's Prep School 1980 – 1990

Director of Transportation
St. John's University 1993 – 2002

Grounds Assistant
St. John's University 1994 – 1997

Manager of Water Tower / Radio Tower
St. John's University 1996 – 2002

THREE-YEAR EXCLAUSTRATION August 2002

Abbot John Klassen's private account

From: Fecht, Geoffrey
Sent: Wednesday, December 12, 2012 12:00 PM
To: Abbot John Klassen's private account
Subject: FW: Death notice: mother of John '73 ---

obit.

From: Athmann, Ruth
Sent: Wednesday, December 12, 2012 9:47 AM
To: Athmann, Ruth; Patefield, William
Cc: Amann, Pete; Andert, Tom; Benz, Timothy; Boettcher, Tanya; Bogard, Pat; Bresnahan, Richard; Brudney, John; Buermann, Karen; Burgason, Anna N; Cahoy, Jennifer; Chaphalkar, Raj; Connolly, Mike; CSB Alumnae Relations Student Worker; Culhane, Alberic; Culligan, Rob; Cummings, Michael; Dickau, Bruce; Dietman, Julie; Dommer, Ian; Duffy, Brendon; Dwyer, Jim; Eli, Marie; Ellens, Grace; Epsky, Patti; Evens, Megan; Fecht, Geoffrey; Foehrenbacher, LaRae; Fogle, Mary; Halverson, Michael; Hanley, Lee; Haws, Mary Ann; Hemesath, Michael; Hemmesch, Michael; Herbst, Adam; Hickey, William; Hollas, Eric; Holstad, Denise; Hoye, Gregory; Jahnke, Jan; Johnson, Nancy T (Advancement Services); Kieffer, Walter; Koltes, Marilyn; Koopmann, Robert; Kuhn, Jim; Lyman, Kristin; Marolf, Chad; Matheny, JoAnn; Matter, Doris; Matz, Constance; Minnehan, Ryan; Motes, Kimberly; Mruz, Sara; Mullin, Doug; Neary, Brad; O'Connell, Colman; Opitz, Maureen; Pierson, Robert; Pierzina, Robin; Pohlman, Eric; Raverty, Aaron; Reeve, Matthew; Renslow, Molly; Rossman, Rhonda; Ruis, Jon; Sagissor, Mary; Scegura, Julie; Scoon, Jean; Stang, Josie; Steiner, Luke (St. John's Abbey); Talafous, Don; Taylor, John; Tupa, Jerome; Utsch, Leila; Vandelac, Carrie; Walters, Anne; Weber, Bernadette; Welsh, John; Wieme, Cathy; Wolff, Mary; Woodward, Thom; Young, John
Subject: Death notice: mother of John '73 --- 935460594

Death notice from John D. Kelly '73:

age 95, died December 3, 2012. She is the mother of John '73.

Son:

John Kelly '73

Obit:

passed away on Monday, December 3, 2012 at Trinity Regional Medical Center. Funeral services will be 2:00 PM Friday, December 7, 2012 in the Chapel of the Marian Home, with Rev. Joseph Dillinger officiating the Mass of Christian Burial. Burial will follow at Corpus Christi Cemetery. A visitation will be one hour prior to the service. Laufersweiler-Sievers Funeral Home is serving the family. is survived by her son, John Kelly '73 of St. Michael, MN and sister,



Ruth Athmann
Information Coordinator
Saint John's University
320-363-2598
1-800-635-7303
rathmann@csbsju.edu

In the following are statements overlapping in context and meaning. We felt to edit and to make concise all these statements would take away from the content of our personal expression.

Fr. Abbot.

In view of the Chapter's unfavorable acceptance of John, we the Novice class, feel we could have created an impression of John that could have been detrimental to ^{the} portrayal of his character. In jest we would often speak of John going into town, having apartments and rooms on and off campus, doing nothing with his time but partying and visiting, smoking pot, drinking, and associating with the students. We have taken the understanding and acceptance of his good deeds and qualities so for granted that we thought these qualities readily known and appreciated by everyone in the community and never even dreamed of the outcome of this last Chapter's vote. Hoping for a reconsideration of his acceptance we try now to undo- perhaps too late - the impressions to the community we feel responsible for and could have influenced the "no" vote. We feel this could have been a factor and assume such - if these have indeed not been brought up as issues then we ask only that this letter serve to be, in no uncertain terms, a statement of our standing behind John and of our unanimous appeal to have John continue in our class.

Above, we stated issues of jest. In no way did we intend or anticipate these impressions to be taken seriously by anyone, again, as above - believing his good qualities and deeds to be so active in and obvious to the community as to cause any detrimental statements and jest to be taken lightly, as we meant them to be -

perhaps they were, but in view of the vote's outcome we must assume they were not.

John's activity in the Prep School and in the community we feel to be a unique Christian expression - of which most of us in the novitiate have neither the gift nor courage to equally express, and supported John with great admiration and pride - feeling that when a compliment was directed to our class - to indeed be directed to John - even more so than ourselves. We felt justified and rewarded in our observance of lectio and prayer - but viewed John's activity in counseling the Preps highly committal and sincere - and an active expression of Christian charity that we only vicariously shared in our reading. Too, however, many of us did not and do not read and pray as the novitiate schedule provides and as the community may expect of us - but do not give such impression to the community due to the ^{man-}candidness and "sneakiness" of actions outside the schedule. We've never felt it necessary to "fraternally correct" John in his observance of lectio simply because of our own laxity in this regard and due to the service he committed himself to in the Prep School with the favor and encouragement of both ourselves and the novice master.

His humor and warmth has been vital aspects and contributions to our Novitiate class as well as to members of the monastery. His interest in people is evident and his overall concern for the welfare of others is manifested in his out-going personality.

The reasons that the community voted him down are not known to us. Nonetheless we feel it our responsibility to say that we as a

class, in humor had a tendency to perhaps portray an image of John not truly real - have exaggerated certain aspects of his life style. For example, his "trips to town for pizza" - "his private home in St. Cloud". To the best of our knowledge none of these are true but it was our way of relating to John in a joking and kidding manner.

We hope this portrayal did not implant itself as real in the eyes of the community.

We support John wholeheartedly in his request to be reconsidered. We ask as a class that this be carefully thought out.

In our disappointment over the chapter decision on our fellow novice John Kelly, we would like to point out how we regard John as a very vital member of our novitiate group. John has contributed in many essential ways to maintaining good spirit in the novitiate the entire year. His lively sense of humor, his responsible consideration of our persons and rights, his compassionate aid in helping us to come to terms with various tense issues have been invaluable to our spiritual growth within this community. He is an integral part of our novitiate group. We have shared many experiences this year in which he has been a vital member. It is this strong feeling that "he belongs" which makes us disappointed in the present situation. We wonder if perhaps our light-hearted joking with him, in the presence of other community members, on actions which would be considered disobedient, were not taken seriously by those members. If such is the case, we feel obligated to say that such joking was simply joking without any substance. To be more concrete, we often kidded John that he was always in the dormitories, that he was sneaking

into town, or even that he had some apartment rented in St. Cloud where he had "wild parties". John always responded by laughing along with us. Did those community members who overheard this "joking" interpret it as a "rather light regard for obedience"? We don't know, but, fearing that such a case is possible, we feel we must act to make this point clear: that such joking was without substance. John contributes much to the life of us novices here at St. John's. His departure would leave a major gap in our community life. We wish to express our strong backing of John and hope that we have not blindly contributed a wrong impression of his ability and effort at becoming a monk of St. John's.

To us John is a dedicated, selfless person. His is a hard worker who enjoys being of service to others. John loves people and in his work at the Prep School spends long hours listening to others and sharing his experiences, as he has continually done with us.

John brings with him a sense of humor which is an asset in coping with life's seemingly seriousness, especially for a novice. In sharing this sense of humor and friendship we hope we have not created a false impression for the community. Many times we have chided John for his possession of apartments in St. Cloud or St. Joe, or going to town every night, having wild parties, being in the dorms or just a product of a wealthy family. Such humor was one way we related to John whose qualities we have always taken for granted as being positive and responsible.

John loves walking. It is then that he can reflect and also then/^{that} he can think and react to himself, and/^{the} problems of others.

John has always proved himself ready to listen, help, support any one of us. In such we feel John is an integral part of our novitiate and has numerous qualities which are desirable to a Christian individual. This has been a source of strength and support for the novice class. In this sense we hope, Father Abbot, that the community might be given a chance to reconsider John's application for vows.

Although we are unaware of what went on in the Chapter meeting of April 22nd, many of us have expressed to each other doubts, concerns, and guilt feelings that perhaps the negative vote toward John was influenced by an attitude created by us in the novitiate through unwarranted ill-humor. We assure you that we consider John a necessary and integral member of our novitiate class and unanimously support him in his attempts to live a "monastic life". Therefore, we would like to discredit both ourselves and any untrue impressions we have created about John.

In a spirit of light humor we jested publicly with John about his living a very "unmonastic" life. We picked-up on his affluent background and used that as a catalyst for many ill-founded rumors. We believe these rumors are detrimental towards John's real character. Among these were such negative rumors as:

1. His need for material possessions.
2. His running around too much
3. His partying till all hours of the night
4. His lack of interest in lectio and spiritual readings
5. His lack of stability and conversion.

The John that we have grown to know and love as our brother for the past 10 months does not exemplify the above characteristics.

Quite the opposite, we find John to be:

1. A man attempting to live the spirit of the Holy Rule in that he is detached from those possessions he does have and willing shares with all.
2. A man who views his ministry as active rather than passive. Therefore, in a spirit of charity and with permission, John has become heavily involved in counseling of Prep students. This has necessitated more contact outside the novitiate than most of the rest of us have.
3. A man who gives his time unselfishly in his work to this community.
4. A man who is very spiritual and is attempting to find how that spirituality can be improved through the monastic community.
5. A man who loves St. John's and is dedicated to this monastic community. As for conversion of life, we believe that John is following the advice give all of us - that is, he is "trying".

This collage of statements has been given to you, Abbot John, by the entire novitiate class - and the statements as given meet with our affirmation and approval. We submit these statements in hopes of a reconsideration of John's application in a second vote, and rather than turn to attempts bordering on irrationality - we hope to reach you only through concerned, well-thought out, deliberate, and responsible means - putting faith in your handling of John's case - feeling ourselves helpless but, at least supportive. We stand unanimous in feeling John is an intregal part of our group.

Mark Thament OSB.
Gordon Sandy OSB
Carl Moschman OSB
Paul James, OSB.
Jerome J. Rosa OSB
Isaac J. Connolly, OSB

Osak Landerville OSB

Letter to John Kelly # 2 G of policy

telling him of recom. of therapist

file memo in copy to J.K.

Include justification as result of recom. of therapist.

To Warren Janzani -

Give my approval to J.K. working to these restrictions

cc to Tom Anisot

J.K. to give me design of memo to SJP involvement in changes



ORDER OF ST. BENEDICT, INC.

Conducting St. John's Abbey, University, Preparatory School, Liturgical Press
COLLEGEVILLE, MINNESOTA 56321

Personnel Office

(612) 363-2508

POSITION DESCRIPTION

JOB TITLE: Executive Director of Saint John's University
Sports Camps

DEPARTMENT: Business Office

FUNCTION OF THE JOB:

The position of the Executive Director of Saint John's University Summer Sports Camps reports directly to the Vice President of Administrative Services. This position is responsible for all sports camps that are managed through the University. It is the responsibility of the Executive Director to see that these camps provide service to pre-college age students and to introduce these young people to the tradition and values of the Benedictine community.

CHARACTERISTIC DUTIES & RESPONSIBILITIES:

Within the limits of authorized University policies and procedures, this position is responsible for and has commensurate authority to accomplish the following duties:

1. Adhere to the financial policies and objectives for the summer sports camps. These are periodically updated by the Vice President of Administrative Services and then reviewed and signed off by the Executive Director and the Vice President of Administrative Services.
2. Responsible for the total public relations and advertising required for the camps.
3. Responsible for hiring competent coaches, support staff, and student employees; for recommending appropriate compensation; and for bringing in sufficient numbers of new staff on a regular basis.

Position Description
Executive Director of Saint John's University Sports Camps
Page 3

MINIMUM DESIRABLE QUALIFICATIONS:

1. A college degree with experience in management and interpersonal relations desirable.
2. Sufficient number of years of experience in either directing or coordinating sports camps.
3. A philosophy to increase sports skills in all participants.
4. A willingness to live on campus during the entire sports season.
5. Flexible hours during the time when camps are scheduled.
6. Ability to seek out and meet the varying needs of the participants.

ADDITIONAL REQUISITES:

1. Team worker with program coordinator skills.
2. Project a positive image of service which is representative of the Executive Director, Summer Sports Camps.
3. Understands the character and mission of St. John's and the Benedictine community.
4. Competence and confidentiality usually expected at this level of responsibility.

COMPENSATION: To be determined by the Vice President of Administrative Services in consultation with the Executive Director

EXECDIR.SUM-2

04-18-85
Reviewed and accepted
by Personnel Services.

OSB KELLY, JOHN_00196

Rev. Baldwin Dworschak
St. John's Abbey
Collegeville, Minn, 56321

Dear Fr. Baldwin,

I wish to recommend for admission to your community
John Kelly, Fort Dodge, Iowa.

I have known John for the past five years. I feel that
during that time I have become well enough acquainted with him
to speak in favor of his membership in the Abbey community.
John has been very helpful in his home parish and in our school
during these past five years. He is presently helping in our
high school at this time.

John does have a sincere desire to help others. He is
somewhat intolerant at times with the situations that make it
difficult to solve all of the problems of those with whom he
is working but that is the right of the young.

I feel that his choice to join your order, rather than
stay in the diocese, is based on his wish to be part of a
more visible community of faith and brotherhood. I do not
feel that it is just an escape from our way of life but rather
a real decision to follow yours.

There are areas in his present approach to some points
of Theology that I would question but these can easily be
cared for in the years before him.

I wish to thank you for giving consideration to this
young man and hope that he will be given a chance to follow
your program of acceptance.

I wish him well and God's blessings upon him and your
community. It will be nice to have someone else to call
a friend on my visits to St. John's.

Respectfully yours in Christ,

Jerome Cosgrove
Fr. Jerome Cosgrove

OSB KELLY, JOHN_00197



SAINT JOHN'S ABBEY

COLLEGEVILLE, MINNESOTA 56321

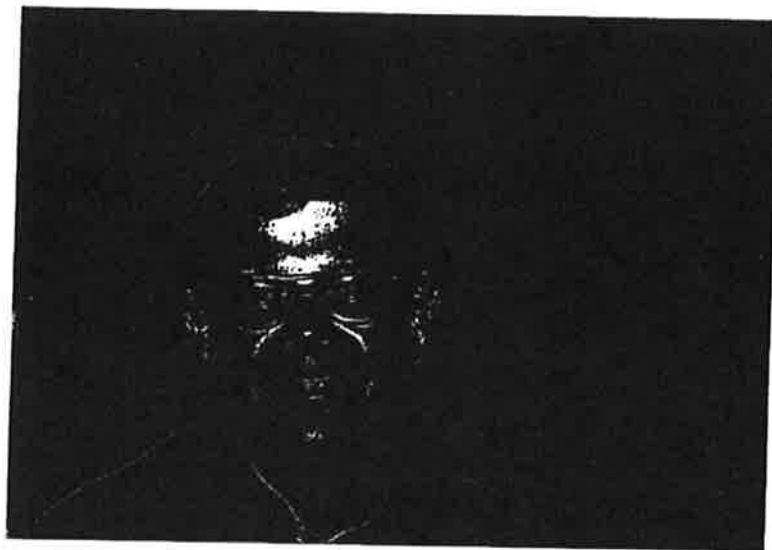
JOHN DENNIS KELLY

was born at Jefferson, Iowa, October 28, 1950, of Catholic parents. He has one younger brother, 18 years old. When he came to St. John's four years ago he was a candidate for the priesthood for the Diocese of Sioux City, Iowa.

John completed his earlier education at St. Edmond High School at Fort Dodge, Iowa. His major here in college has been Sociology. He graduated in May, 1973, with a 3.00 average.

Professor Blaske of the Sociology Department in his letter of recommendation writes: "John displays very wholesome character traits. He is very trustworthy and reliable and I am certain that he possesses the necessary traits for study and training in our Order." "In this day of confusion it is indeed very refreshing to see a young man of John's quality come along and show a strong and healthy interest in the religious life. I recommend him highly."

Since he was graduated last spring he has been employed by the public high school in Fort Dodge, Iowa, doing office work and counselling. His health is good.



OSB KELLY, JOHN_00199

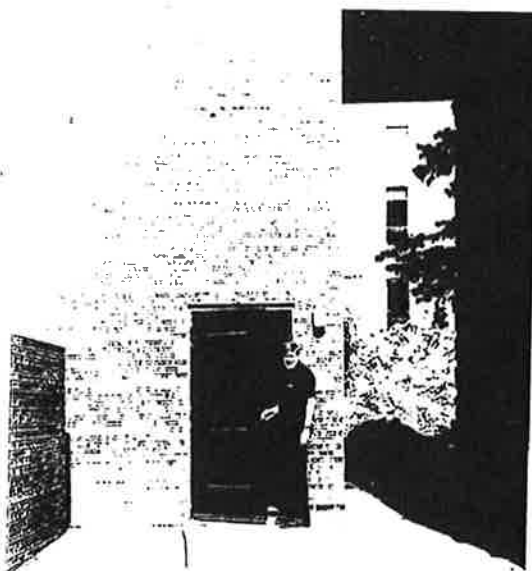
Bro. John Kelly

Pro. 11, 7, 75

12

Bro. John Kelly

Pro. 11, 7, 75



JON • 79



OSB KELLY, JOHN_00202

SAINT JOHN'S ABBEY

8 March 1993

Jeffrey R. Anderson
E-1400 First National Bank Building
332 Minnesota Street
Saint Paul, MN 55101

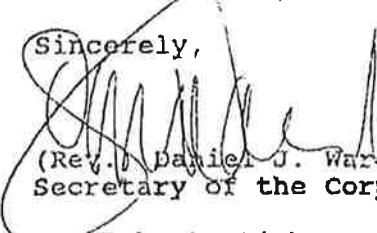
Re: Brother John Kelly

Dear Mr. Anderson:

With this letter I wish to acknowledge receipt of your letter dated February 12, 1993 in which you requested payment of \$294 to Irving R. Benoist, Ph.D., for counseling.

As you may know, the policy of the Order of St. Benedict is to offer assistance to victims of sexual abuse. The policy does require an interview with the alleged victim. This has not been done in this instance. However, I have forwarded your request to Robert Stich, the attorney representing Brother John Kelly, for his advice and, if appropriate, his consent.

Sincerely,



(Rev.) Daniel J. Ward, OSB
Secretary of the Corporation

cc: Robert Stich

COLLEGEVILLE, MINNESOTA 56321

OSB KELLY, JOHN 00203