

## 2014–2017 REGIONAL EXECUTIVE COUNCIL

### MINISTER:

**DIANE F. MENDITTO, OFS**

160 Overlook Avenue, Apt. 16-F  
Hackensack, NJ 07601-2232  
201-343-0950  
[dianefmdfm@aol.com](mailto:dianefmdfm@aol.com)

### VICE MINISTER:

**NANCY CONROY, OFS**

32 Vine Street  
Nyack, NY 10960-3404  
845-642-7073  
[paxiesu@yahoo.com](mailto:paxiesu@yahoo.com)

### SECRETARY:

**KATE ASSELIN, OFS**

45 Park Avenue, Apt. 103  
Verona, NJ 07044-2432  
973-489-8978  
[kate.asselin@shu.edu](mailto:kate.asselin@shu.edu)

### TREASURER:

**RICHARD SPANA, OFS**

332 Warburton Avenue  
Hastings on Hudson, NY 10706-2809  
914-478-2010  
[rickspanasfo@aol.com](mailto:rickspanasfo@aol.com)

### FORMATION DIRECTOR:

**EDWARD WOJCIECHOWSKI, OFS**

55 Red Twig Trail  
Bloomington, NJ 07403-1203  
973-492-1035  
[edwojo@yahoo.com](mailto:edwojo@yahoo.com)

### COUNCILOR ■ MANHATTAN

**PATRICIA CLAYTON, OFS**

20-64 35th Street  
Astoria, NY 11105-2035  
917-502-9895  
[reap.clayton@gmail.com](mailto:reap.clayton@gmail.com)

### COUNCILOR ■ NORTH JERSEY

**RONALD L. PIHOKKER, OFS**

377 Rutherford Blvd.  
Clifton, NJ 07014-1220  
973-472-0889  
[pihokkro@rcan.org](mailto:pihokkro@rcan.org)

### COUNCILOR ■ SI & CENTRAL JERSEY

**MARY-FRANCES REAVEY, OFS**

44 Heather Drive  
Somerset, NJ 08873-2824  
732-545-6425  
[mfreavey@comcast.net](mailto:mfreavey@comcast.net)

### COUNCILOR ■ WESTCHESTER

**SHEILA A. TUOHY, OFS**

1 Father Finian Sullivan Drive 13-B  
Yonkers, NY 10703-2823  
914-969-6928  
[sheilatuohy@optonline.net](mailto:sheilatuohy@optonline.net)

### SPIRITUAL ASSISTANT:

**BRO. DOUGLAS SOIK, OFM CAP**

Capuchin Franciscan Friars  
Development Office - P.O. Box 839  
Union City, NJ 07087-0809  
551-482-4830  
[dsk2131948@yahoo.com](mailto:dsk2131948@yahoo.com)



# SECULAR FRANCISCAN ORDER

OUR LADY OF THE ANGELS REGIONAL FRATERNITY

January 11, 2015

Dear Fraternity Minister,

During the Christmas season and as the New Year begins, I have been meditating on the wonder of the Incarnation and the new beginnings our Lord and Savior gives us. Often, my thoughts have turned to you and to our region, and I want you to know that I am praying for you and for your fraternity each day. In turn, I ask that you keep our Region Council team in your prayers so that we may move our region forward in the coming year.

As the New Year begins, there are three important items which need to be accomplished in short order.

1. **Minister's Annual Report:** In Article 51 of our Constitutions, section 2b, we find that among the duties of the Minister, he or she has the responsibility "*to prepare the annual report to be sent to the council of the higher level after it has been approved by the council of the fraternity.*"

This means that each year, I, on behalf of our region, must submit a report to the National Fraternity. *You, as a local minister, also have the responsibility to submit an annual report to the region.* To facilitate this process, *I am going to ask that each Minister use the enclosed form* so that the information you send to the region will match what we are being asked to send to the National Fraternity.

2. **CIOFS Demographic Survey:** In the packet, you will also find the Demographic Survey required by the International Fraternity with instructions. *The results of the survey need to be returned at the same time as the Minister's report. Do the best you can.* If every member does not return a demographic survey, please do not hold up your report. Send in the totals that you have received.
3. **Statistics, Rosters and Fair Share:** By now you should have received a separate letter from our Treasurer requesting fraternity statistics, membership rosters and Fair Share. Please *check your members' contact information* carefully and *make any necessary additions and corrections on the rosters* as requested. *Please return the statistics form, the corrected rosters and your fraternity's Fair Share directly to Richard Spana by January 31<sup>st</sup>.*

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Since we are now required to pay for candidates, ***please be sure to include their complete contact information*** on your roster so that the National Fraternity will be able to send them the TAU (national newsletter).

The Region Council has asked that I let you know how pleased we are that every fraternity in our region sent in its Fair Share in 2014. This is quite an accomplishment!

Although we have not asked for specific reports in recent years, they are necessary, and I need your help to get this job done. The questions we are asking are the same ones that the National Fraternity asks us. Without your input, we have to guess the answers, and that does not give a clear picture of the wonderful region we are blessed to serve. We hope that by giving you forms, we are making your life easier. I know you will do your best!

Please remember that there are ***two separate due dates*** for the material requested above. The fraternity *statistics*, corrected *rosters* and *Fair Share* are due to ***Richard Spana at the end of January***. The material included in the enclosed packet is for the ***Minister's Report and is to be sent directly to me by March 31<sup>st</sup>, 2015***. If you have questions or concerns about filling out the report or statistics forms, please contact me or any of the councilors. We are always happy to help you!

Once again, I thank you for your service. Your generosity of time, talent and treasure allows us to keep our region running smoothly.

Please, love one another and always embrace the members of your fraternity as brothers and sisters. Communicate well and serve with deepest humility. We are called by the Lord to do His work. What a wonderful opportunity we have been given!

Many blessings to you,



Diane F. Menditto, OFS  
Minister, Our Lady of the Angels Region