

2014–2017 REGIONAL EXECUTIVE COUNCIL

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SECULAR FRANCISCAN ORDER

OUR LADY OF THE ANGELS REGIONAL FRATERNITY

February 21, 2017

Dear Fraternity Minister,

Peace be with you and your fraternity! As we begin 2017, our Region is in my thoughts and prayers as always.

It is once again time for us to fulfill what is asked of us in **Article 51, section 2b of our Constitutions**, where it states that the Minister 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 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. Please fill this out, with the help of your Council, to the best of your ability. The reports our Ministers sent me in 2016 were excellent! They not only helped me to complete my report, but they also helped us to serve you better this past year.

As usual, the Minister's report includes the **Local Fraternity Yearly Statistics Report**. Please be sure that the numbers you enter on this form **match** the numbers on the form that was sent, or will be sent, to Richard Spana with your Fair Share.

I sincerely hope that you will make every effort to submit your report in a timely fashion. Please remember that there are **two separate due dates** for the material requested above. The fraternity **statistics** and **Fair Share** were due to **Richard Spana at the end of January**. **Updates to your fraternity roster should be sent directly to Anna Geraci also in January**.

The material included in this packet is for the **Minister's Report and is to be sent directly to me by April 1, 2017**. 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

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

Fraternity Number: _____ (Can be found in the Region Directory)

2017 Local Fraternity Annual Report – Our Lady of the Angels Regional Fraternity

Fraternity Name: _____ Date of Report: _____

Fraternity meeting (time and day) _____ Meeting place: _____

Friar Province to which the fraternity is bonded: _____

Date of last election: _____ Date of last visitation: _____

What are the top two dominant languages spoken in your Fraternity?

1 st Language	# of speakers	2 nd Language	# of speakers

Spiritual Assistant

Our spiritual assistant is a (check one): Friar _____ Franciscan Sister _____ Other Sister _____
 Diocesan Priest _____ Deacon _____ Secular Franciscan _____ Other _____ No Spiritual Assistant _____

Name of Fraternity Spiritual Assistant: _____

Council Member CHANGES since the last election. Give reason for change and contact information:

FORMATION TEAM

Name	Contact Information (include email address)

How are the topics in the FUN Manual being incorporated in your Initial Formation Program?

_____ Do you need help with it? YES _____ NO _____

Besides FUN what Text (s) are used for INITIAL FORMATION (Orientation and Candidacy)

Ongoing Formation: What topics in the FUN Manual are useful for ongoing formation? Other Franciscan topics? What texts are used for ongoing formation?

Would you LIKE HELP WITH YOUR FORMATION PROGRAM? Is there anything in particular?

YES ____ NO ____ How can we help? _____

What PRAYER FORMAT do you use at your monthly gatherings?

Fraternal Life

Does your fraternity have someone in charge of JPIC? YES ____ NO ____ If yes, NAME _____

Do you have a Vocations Director? YES ____ NO ____ If yes, NAME _____

Do you have any outreach to Youth and Young Adults? Yes ____ No ____ If yes, what are you doing?

How do you stay in contact with your excused members?

Does your Fraternity Treasurer give a FINANCIAL ACCOUNTING OF EXPENSES? YES ____ NO ____
How often? MONTHLY QUARTERLY YEARLY

Do you have any FRATERNITY CONCERNS that the Regional Executive Council should be aware of?
YES ____ NO ____

If YES, please describe briefly.

Does your Spiritual Assistant have a copy of the HANDBOOK FOR SPIRITUAL ASSISTANCE TO
THE SECULAR FRANCISCAN ORDER (2005 or 2012) YES ____ NO ____

Does the SPIRITUAL ASSISTANT participate in the council and fraternity meetings?
COUNCIL: YES ____ NO ____ FRATERNITY MEETINGS: YES ____ NO ____

How often do you receive a PHONE CALL OR EMAIL from a member of the REGIONAL
EXECUTIVE COUNCIL? OFTEN ____ SOMETIMES ____ NEVER ____

How can we serve you better?

Please give us a list on a separate sheet (with contact information) of anyone NOT receiving the
TAU and/or the TROUBADOUR.

Is there an event or happening in your fraternity that you would like us to know about?

Our Lady of the Angels Region

Local Fraternity Yearly Statistics Report for the year ending December 31, 2016

Numbers reported on this form MUST match the numbers reported to Richard Spana on your Fair Share form

Fraternity Number: _____ (Can be found in the Regional Directory)

Fraternity Name: _____ Date of Report: _____

Date of last election: _____ Date of last visitation: _____

Number of Active Professed in your fraternity as of Dec. 31st 2016 :	
Number of Excused Professed in your fraternity as of Dec. 31st 2016 :	
Number of Candidates as of December 31st 2016 (Those who have passed the Rite of Admission and entered into Candidacy— NOT Inquirers or those in Orientation) (ALL CONTACT INFORMATION SHOULD BE INDICATED ON THE FORM SENT TO ANNA GERACI)	
Total of Active, Excused and Candidates (This number MUST match what was sent to Richard Spana on your Fair Share form)	

For Region reference and for the report to the National Fraternity

Number of newly professed in 2016 (This number should be included in the total # of active professed for 2016)	
Transfers IN to the fraternity in 2016 (This number should be included in the above total # of active professed for 2016) [<i>Be sure to send contact information to Anna Geraci.</i>]	
Transfers OUT of the fraternity in 2016 (Any transfers out during 2016 do not count in the total for 2016) [<i>Be sure to report these names to Anna Geraci.</i>]	
Number of Inquirers**	
Number of Aspirants (those in Orientation)**	
Number of Affiliates**	
Number of deceased** members (if any) in 2016	
Number of lapsed** (<i>no longer attending or contributing</i>) members (if any) in 2016	
Temporary Withdrawal** (Voluntary withdrawal from fraternity)	
Definitive Withdrawal** (Voluntary withdrawal from the fraternity AND the Order)	
Number suspended in 2016** (Removed from the fraternity)	
Dismissed** (Removed from the fraternity and the Order)	

** (Should **NOT** be included in the 2016 total membership.) [*Be sure to report these names to Anna Geraci.*]

Name of Fraternity Spiritual Assistant _____

Friar _____ Franciscan Sister _____ Other Sister _____ Diocesan Priest _____ Deacon _____
 Secular Franciscan _____ Other _____ No Spiritual Assistant _____

THIS ENTIRE (3 PAGES) FORM SHOULD BE RETURNED TO DIANE MENDITTO NO LATER THAN APRIL 1, 2017

Diane F. Menditto, OFS
 Minister, Our Lady of the Angels Region
 160 Overlook Avenue 16F
 Hackensack, NJ 07601-2232