

## 2019 Commission, Committee, and Individual Reports

### Table of Contents

International Councilor and Multicultural Committee Chair Report.....	2
CNSA Report.....	4
Formation Commission Report.....	8
Justice, Peace and Integrity of Creation (JPIC) Commission Report.....	10
Franciscan Youth and Young Adult Commission Report.....	11
Database (Computer) Committee Report.....	13
Website Committee Report.....	14
Ecumenical and Interfaith Committee (OFS-USA EIC) Report and Joint Committee on Franciscan Unity Report.....	16
Quinquennial (Q) Congress Committee Report.....	20
Communications Committee Report (Public Relations/Vocations/Social Media).....	21
1-800-FRANCIS Report.....	22
Duns Scotus Trust Fund Board Report.....	23
Archives Report.....	25
Historian Report.....	26
TAU-USA Newsletter Report.....	28
FAN Representative Report.....	29

## **International /Multicultural Councilor Annual Report August 2019**

### **International Councilor:**

- Participated in NEC Meetings and NEC Zoom Conference calls
- Read and responded to NEC email correspondence from the National Council.
- Maintained communication with CIOFS and disseminated CIOFS email correspondence with the NEC and National Fraternity.

Followed-up with Jenny Harrington, CIOFS regarding

1. Terms of Reference funding needs
2. Clarification on CIOFS documents
3. Acquiring a copy of Rite of Profession from Germany.

### **Multicultural:**

Attended the Formation Visioning Initiatives Workshop (April 4-7, 2019)

Worked with translation team and Diane Menditto OFS on translating, reviewing and editing the “Documentos Esenciales” (Essential Documents) in Spanish.

Communications back and forth with Fr. Dan Kroger from Franciscan Media regarding translation of the Ritual. Permission was granted from Franciscan Media to translate the OFS Ritual into other languages. Note: (1) The English translation was made directly from the authorized Latin text made with license from the Rome office of the Secular Franciscan Order. 2) The liturgical documents in the back are used under license of New City Press.

Worked with bilingual members of Espejo de Cristo local fraternity from Five Franciscan Martyrs Region on Spanish translation of the OFS Ritual.

Translated, reviewed and edited articles for the national TAU USA quarterly newsletter.

Continued to address multicultural issues at all levels of our Order. Advised regional and local fraternities on how to facilitate a bilingual “Come and See” and provided translated formation resources.

Conducted the first Spanish Speaking Formation meeting by Zoom Call on July 27, 2019, titled “Meet and Greet.” There were 20 OFS members (Regional and local ministers, formation directors and Spiritual Assistants) representing 9 Regions. National Formation Commission Chair, Diane Menditto co-facilitated the session. This meeting was a great success, and we plan to continue having these Zoom calls with Spanish speaking OFS members on a quarterly basis. We hope to organize similar calls with our Korean, Vietnamese brothers and sisters.

Responded to request from Barbe Creagh OFS, Regional Formation Director for Mother Cabrini Region. They have a local fraternity who will be having professions in September and some of

candidates would like to make their commitment in their native language. I was able to provide Barbe copies of the Rite of Profession in Spanish, French, German and Tagalog (Filipino)  
Peace to you,

Conducted a presentation On August 17, 2019 for the Spanish Speaking Catechists for the Diocese of Atlanta on "Franciscan Spirituality." It was a great success. There were about 71 catechists present who expressed much interest on the topic. Several catechists asked me for a copy of my presentation to take back to their parishes. I was invited to present this same talk for a local parish in the Gainesville, GA area.

Paz y bien,  
Awilda Guadalupe OFS  
International / Multicultural Councilor

**Conference of National Spiritual Assistants  
CNSA Annual Report 2019  
National Chapter**

**I. SERVING THE NATIONAL FRATERNITY**

THIRD ORDER REGULAR:	Christopher Panagoplos, T.O.R., President-in-turn (2018-2019)
FRIAR MINOR CONVENTUAL:	Giles Gilbert, OFM Conv. (had to resign in August, 2019)
FRIAR MINOR CAPUCHIN:	Alexander Escalera, O.F.M. Cap., President-in-turn
FRIAR MINOR:	Jerome Wolbert, O.F.M.
CNSA EXECUTIVE SECRETARY:	Miriam Kennedy, O.F.S.
CNSA TREASURER:	Mary Frances Charsky, O.F.S.

*“...the national assistants give their service to the national council, see to the spiritual assistance to the OFS in the whole territory of the national fraternity and at the national level, to the coordination of the regional assistants. If there is more than one, they form a conference and give their service collegially.” (OFS CcGg Article #90, 3-b 01-)*

**II. CHANGES IN CNSA STAFFING**

In November, 2018, the CNSA welcomed Fr. Giles Gilbert, OFM Conv., as a member, filling a position that had been vacant since 2014. Fr. Giles participated enthusiastically in the activities of the CNSA until in July of 2019 he needed to resign due to health reasons at the recommendation of his medical team and his Guardian.

**III. CNSA MEETINGS**

- October 10, 2018 – NAFRA Chapter – Meeting with Fr. Francis Bongajum Dor, OFM Cap.
- October 23, 2018 – CNSA/NEC Conference Call – Planning for Life-Giving Union Conference
- December 12, 2018 – CNSA/NEC Conference Call regarding Duns Scotus Fund decision on Life-Giving Union Conference grant application
- January 28-30, 2019, The Franciscan Center, Tampa, Florida
- June 18-21, 2019, Holy Dormition Monastery, Sybertsville, PA

**IV. NEC MEETINGS**

Father Christopher Panagoplos, T.O.R., attended NEC meetings on 6/17/2019 and 7/15/2019 and most conference calls, or provided a delegate. All three members of the CNSA attended the 2018 Chapter in St. Louis.

Fr Christopher also attended Duns Scotus Formation Fund conference calls on 6/11, 6/25 and 7/30.

*“The Conference of National Spiritual Assistants exercises pastoral care and spiritual guidance in regard to NAFRA as one of the integral component parts of the OFS by suitable means including participation in deliberations of its governing body [cf. Statues for Spiritual and Pastoral Assistance in the Secular Franciscan Order (hereafter Statues for Spiritual Assistance), articles #19 and #20]. (OFS NAFRA Statutes, Article 2, #2)*

*“The President of the Conference of National Spiritual Assistants, in addition to the duties enumerated in article #90 of the General Constitutions, has the following duties...to attend meetings of the National Fraternity Council and of the National Executive Council, of which he is a member by right, collaborating with these bodies in all their activities...to act collegially with the other National Spiritual Assistants to coordinate spiritual assistance on the national level and to cooperate in the initial and continuing formation of the brothers and sisters [General Constitutions, article*

*#90.3b;Statues for Spiritual Assistants article #19]...to vote in all matters and in elective chapters.”*  
**(OFS National Statutes, Article 6, #6-a, b, c)**

## V. VISITATIONS

*“With the consent of the appropriate council the request for the fraternal visit as well as for the pastoral visit is made...by the minister of the local and regional fraternity, at least every three years, to the council of the immediately higher level and to the respective conference of spiritual assistants...”* **(OFS CcGg Title VI, Article 92-2, a)**

Date	Region	CNSA Visitor	NAFRA Visitor
11/9-10/2018	Holy Trinity	Fr. Christopher Panagoplos, T.O.R.	Dennis Ross, OFS
2/22-24/2019	St. Junipero Serra	Fr. Giles Gilbert, OFM Conv.	Josh Molidor, OFS
3/1-3/2019	Our Lady of Guadalupe	Br. Alexander Escalera, OFM Cao.	Josh Molidor, OFS
5/31 – 6/2/2019	Queen of Peace	Fr. Christopher Panagoplos, T.O.R.	Dennis Ross, OFS
6/6-9/2019	Troubadours of Peace	Br. Alexander Escalera, OFM Cap.	Donna Hollis, OFS
8/23-24/2019	Santa Maria de las Montanas	Br. Alexander Escalera, OFM Cap.	Donna Hollis, OFS

## VI. ELECTIONS

*“The National Minister shall in a timely fashion contact the President of the Conference of General Spiritual Assistants, requesting that he or a delegate attend forthcoming National Fraternity elections and ecclesial witness.”* **(OFS National Statutes, Article 11, #6-b)**

Date	Region	CNSA Witness	NAFRA Presider
12/8/2018	Mother Cabrini	Br. Marc Sheckells, OFM	Joshua Molidor
1/12/2018	St. Joan of Arc	Br. Juniper Crouch, OFM	Donna Hollis
3/8-10/2019	Franciscans of the Prairie	Fr. Giles Gilbert, OFM Conv.	Josh Molidor
3/22-24/2019	St. Katharine Drexel	Fr. Francis Sariago, OFM Cap.	Jan Parker
4/13/2019	Our Lady of Indiana	St. Agnes Marie Regan, OSF	Dennis Ross
4/27/2019	Tau Cross	Fr. Matthias Wesnofske, OFM Cap.	Donna Hollis
5/16/2019	Ohana 'O Ke Anuenue and Guam	Fr. Michael Dalton, OFM Cap.	Josh Molidor
6/7-8/2019	Lady Poverty	Fr. Christopher Panagoplos, TOR	Dennis Ross
7/19-21/2019	Los Tres Companeros	Br. Tim Unser, OFM Conv.	Donna Hollis
8/10/2019	Brothers & Sisters of St. Francis	Deacon Tom Shaver, OFS	Josh Molidor
9/6-8/2019	Juan de Padilla	Fr. Michael Scully, OFM Cap.	Donna Hollis
9/13-15/2019	St. Kateri Tekakwitha	St. Patricia Larkin, SOSF	Donna Hollis

## VII. REQUESTS FOR CANONICAL ESTABLISHMENT OF NEW FRATERNITIES

The CNSA received five requests for Canonical Establishment documents for the following emerging fraternities:

- Arms of St. Francis, Los Tres Compañeros/The Three Companions Region
- St. Frances Cabrini, Juan de Padilla Region
- Pope St. John XXIII, St. Margaret of Cortona
- Holy Family, Tau Cross Region
- Saint Padre Pio, Guam, USA

Establishment documents were prepared and sent to the respective Regional Ministers. In the case of Guam, they were sent to Jan Parker, OFS, National Minister.

## VIII. ACCOMPLISHMENTS/INVITATIONAL EVENTS

- Reappointed Commission Spiritual Assistants:
  - Kathy Toarmina, OFS – Franciscan Youth and Young Adults (11/2019)
  - Anne Mulqueen, OFS – National Formation Commission (11/13/2018)
  - Br. David Buer, OFM – Justice, Peace and Care of Creation Commission (11/2019)
- Retreat for Holy Cross Fraternity in Meadville PA, (Fr. Christopher) April, 2019.
- Catholic Social Teaching presentation for Padre Pio Fraternity in Cumberland, MD, (Fr. Christopher) June, 2019.
- Presider/presenter for St Joseph Fraternity, Utica, NY, 160<sup>th</sup> Anniversary Celebration (Fr. Christopher) August, 2019.
- St Kateri Tekakwitha Region’s Invitation to speak on Catholic Social Teaching and the outcome of “*Our Life-Giving Union - Discernment and Discussion*” 9/13-15.
- Completed outline for the revision of the ***Handbook for Spiritual Assistance***, and assigned sections.
- Our Executive Secretary, Miriam Kennedy, OFS, worked with National Treasurer, Claudia Kauzlarich, OFS, to write a grant request for the Life-Giving Union conference.
- Held “*Our Life-Giving Union – Discernment and Discussion*” gathering for Provincial Ministers, Provincial Spiritual Assistants, Regional Spiritual Assistants and the NEC on August 26-29, 2019. (See special section below on this event).
- Clarified the statement on Homosexual Orientation and the Secular Franciscan Order, adding a clause regarding same-sex civil marriage being a public statement which is opposed to the teaching of the Catholic Church.
- Transfer of CNSA records from Frank Miller, OFS, to Miriam Kennedy, OFS, was completed.
- Participated in the Formation Visioning follow up meeting (Fr. Giles Gilbert)
- Provided design for website pages for the CNSA to Lee Potts, National Website designer.

## IX. SPIRITUAL ASSISTANTS/FORMATION DIRECTORS WORKSHOPS

The CNSA held “Catholic Social Teaching and the Gospel” on 1/29/2019 at the Franciscan Center in Tampa Florida for 19 local Spiritual Assistants, Formation Directors and members of the REC of Five Franciscan Martyrs Region.

The CNSA held a workshop in Sybertsville, PA on June 18<sup>th</sup>. This was a landmark workshop given the central location of Sybertsville to 6 regions. We had 23 participants from the following regions:

- Blessed Solanus Casey
- Lady Poverty
- Our Lady of the Angels
- St. Kateri Tekakwitha
- St. Katharine Drexel
- St. Margaret of Cortona

Again, there were both Spiritual Assistants and Formation Directors in attendance. We ended the day by celebrating the Sacred Liturgy in the Byzantine Rite in the chapel at Holy Dormition Friary.

## X. "LIFE-GIVING UNION – DISCERNMENT AND DISCUSSION" – August 26 – 29<sup>th</sup>, 2019

This convocation of Friar and Secular Franciscan leadership and Regional Spiritual Assistants was a key step in the Franciscan family's understanding of the *Altius Moderamen*, and co-responsibility for the Order in a changing landscape.

Fr. Mike Higgins, T.O.R., our keynote speaker, gave us an in-depth examination of the *altius moderamen*, with comparisons of articles from the *Statutes for Spiritual Assistance to the OFS*, and the *OFS General Constitutions*.

There were 56 in attendance:

- 10 members of the National Executive Council
- 4 Provincial Ministers (a 5<sup>th</sup> participated by providing written commentary)
- 10 Provincial Spiritual Assistants
- 6 Friar Regional Spiritual Assistants
- 4 Religious Sister Regional Spiritual Assistants
- 15 Secular Franciscan Regional Spiritual Assistants
- Fr. Mike Higgins, T.O.R., and 5 OFS support people

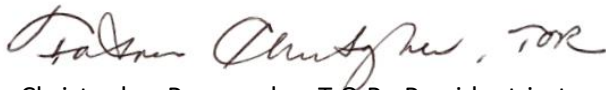
Participants were given 4 Focus statements which were used to stimulate conversations about important aspects of co-responsibility for our common charism, and how to strengthen our family bonds in a changing world.

Participants generated twelve recommendations, which were then voted on. The top 3 are considered priorities for the CNSA in collaboration with the Provinces and Regional Spiritual Assistants, but all the recommendations will be communicated to a broad audience made up of all branches of the family. The hope is that these recommendations will be incorporated into the plans at the Regional and local fraternity levels, as well as the Provinces and Franciscan religious communities.

## XI. UPCOMING EVENTS/PLANS

- Conference of National Spiritual Assistants in Rome, November 2019. Fr. Christopher and Fr. Jerome will be attending.
- CNSA Meeting at San Damiano Retreat Center in Danville, CA, 1/19/2020 - 1/23/2020. A workshop will be planned for local Spiritual Assistants and Formation Directors.
- Follow up on recommendations from ***Our Life-Giving Union – Discernment and Discussion***.
- Continue work on revising the ***Handbook for Spiritual Assistance to the Secular Franciscan Order***. Coordinate with National Formation Team on overlap with the Servant Leadership Handbook and planned formation materials.
- Complete the transfer of CNSA material from the old website to the new one.
- Renew the search for a CNSA member from the OFM Conventuals.

May God give you His Peace,



Christopher Panagoplos, T.O.R., President-in-turn Conference of National Spiritual Assistants

*"The term of the President of the Conference of National Spiritual Assistants is determined by the members of that Conference." (OFS National Statutes, Article 13, #1-c)*

## National Formation Commission Report to the National Fraternity Council August 15, 2019

**Formation Commission members:** Justin Carisio, OFS, Francine Gikow, OFS, Layna Maher, OFS, Patrick Martin, OFS, Mary Stronach, OFS, Spiritual Assistant-Anne Mulqueen, OFS, Chair-Diane Menditto, OFS

### COMMUNICATION AND RELATIONSHIPS

- **Ongoing formation for the National Fraternity Council:** The NFC will be providing ongoing formation at the 2019 Chapter. We will also participate in certain geo-group gatherings during the Chapter.
- Co-hosted **Zoom call in Spanish** with our International Councilor, Willie Guadalupe. Purpose was to meet with local formation directors of Spanish-speaking fraternities. We will be doing this quarterly.
- Each commission member has been in touch with an assigned group of Regional Formation Directors.  
**Relationships are being established.**
  - *(Examples of discussions:* Accomplishments by the regions; concerns and areas of need—especially ongoing formation; how to collaborate better with the REC; guidelines for associates; distance and budget challenges for workshops and meeting; desire for a program on discernment; how to translate prayer life into service and transformation; speakers bureau; FUN-adjust format to facilitate use)
  - First round of contacts has been made. Second round to come in the near future.
- **Personal Contact:** NFC member Justin Carisio met with Trish Naughton, RFD, and **10 others, including formators from four local fraternities, in the** Troubadours of Peace Region while on a family trip to Spokane, WA.
- **Formation questions that are sent to the national website are forwarded to the NFC.** We contact the person and provide requested information. (This is ongoing.)
- **We also respond to questions posted on the NAFRA-FORM** listserv.
- **Posts on FORM**—the Commission members have been sharing. There have been a number of lively discussions. In addition, our Spiritual Assistant, Anne Mulqueen has posted twice. We hope Regional Ministers will encourage their RFDs to take an active part in the listserv to share the good formation practices being carried out in the regions.
- **Facebook**—
  - **Formation Friday:** (Excerpts from the FUN Manual and various formation resources are shared each Friday on Facebook. On many occasions these posts provoke discussion and questions. Visitors to our site have said that they are grateful for the material. We also share these posts on the NAFRA-FORM listserv for RFDs who do not participate on Facebook and on NAFRA-RSA. Would the Regional Ministers like to be included?)
  - **We also have provided a regular series on the Rule and on the Admonitions.** We plan to continue sharing portions of the Franciscan sources.
- **TAU PERIODICAL-**
  - The Commission members have volunteered to rotate as authors of the formation article for the TAU each quarter. So far, Justin Carisio, Anne Mulqueen and Mary Stronach have submitted articles.

### COMMISSION WORK ON OTHER PROJECTS

- **Regional Formation Director Handbook:** One of the first projects undertaken by the NFC this year was to revise and distribute the Regional Formation Director Handbook.



- Based on questions received either by email or on the FORM, we are finding that certain **guidelines are needed:**
  - Prayer (Liturgy of the Hours etc.)—**Patrick Martin** has been helpful in developing this area.
  - Affiliate program (in process)
  - Formation at a distance. (draft in process)
  - Formation for priests and deacons (in process)
  - Withdrawals from the Order
  - Changes in status of those who have been professed.. especially those in irregular marriages
- **National website:** Working with Lee Potts, we have transferred all materials from the previous National Formation website to the new website. Materials have been organized, added and removed according to their usefulness and timeliness. We are grateful to Lee for all his help on this.

## VISIONING

- **Visioning II** was held in April 2019 as a follow-up to the first Visioning workshop we reported on at the 2018 Chapter.
  - The NFC continues to collaborate with the NEC on Visioning. Jan Parker and Mary Bittner have been an integral part of the visioning team.
  - Numerous teleconferences and Zoom calls were held during the workshop planning stages.

The Commission has been very busy since April organizing and evaluating the results of the **second visioning workshop**.

- Numerous Visioning **Zoom calls** have already taken place to discuss the results of the workshop
- The conclusions drawn from the two workshops have led us to begin reworking the formation program to address the needs of our members in initial and ongoing formation
- More information will be shared with the National Fraternity Council at Chapter.

## COMMISSION MEETINGS

- The Commission has met **in person** twice since our last Chapter
  - January 2019 NFC only in Aston, PA
  - June 2019 NFC + NEC Visioning team in Latham, NY
  - Future-December 2019 NFC + NEC Visioning team in Latham, NY
- Numerous **teleconference calls and Zoom calls—both NFC and Visioning team**—sometimes more than one in a month.

## Goals for 2020

- **Regional Formation Director workshop to be held August 20-23, 2020**
- **Visioning project continues**
- **Continue and increase communication with RFDs**
- **NFC availability to regions to assist with formation programs**
- **Continue to develop formation guidelines as needed**

**National Justice, Peace and Integrity of Creation Commission**  
**U.S. Secular Franciscan Order**  
**2018 - 2019 Happenings**  
**Submitted by Carolyn D. Townes, OFS**

**National Commission Members: Joe Makley, Vice-Animator; Susan Tabor; Rosemarie LeClercq; Elenita Lesperance; Arturo Villarreal; Br. David Buer, OFM, Spiritual Assistant**

Mike DePue stepped down from the commission this past spring due to health and other commitments. He has served since 2012.

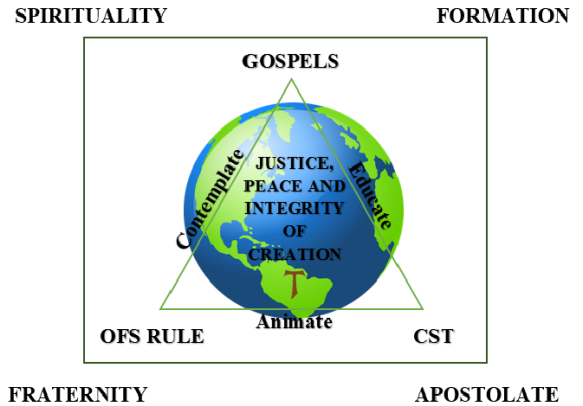
- ✓ Monthly National JPIC Commission Conference Calls
- ✓ Monthly National Executive Council Zoom Calls
- ✓ BSSF Regional Formation Zoom Calls on Catholic Social Teaching – inviting National Family
- ✓ NEC + CC In-person Meetings (Dec 2018 in St. Louis; May 2-5 in Libertyville; Aug 25 in St. Louis)
- ✓ *Change the Terms* Webinar (Feb 2)
- ✓ Monthly Lenten Calls with Network on Racism
- ✓ Attended Ecumenical Advocacy Days in Washington, DC – April 5 – 8 : *Troubling the Waters for the Healing of the World*
- ✓ Attended Franciscan Action Network Meeting during EAD (April 5)
- ✓ Pax Christi Conference Call (April 11)
- ✓ Franciscan Climate Change Call (April 15)
- ✓ Monthly Franciscan Action Network National Solidarity Tables Calls
- ✓ Laudato Si @ 4 Conference Call (June 11)
- ✓ Laudato Si Circles Conference Call (June 26)
- ✓ Worked with Nora Pfeiffer from Franciscan Action Network on the St. Clare Pledge (July)
- ✓ Attended the Spiritual Assistants Workshop in St. Louis, MO – 26 – 29 August 2019
- ✓ National JPIC Animate Peace Gathering in Eureka, MO – Aug 29 – Sep 1, 2019
- ✓ Will contribute H2O Project Funds to TOTHENATIONS for completion of wells in Uganda

**National Emails:**

- ✓ Lenten Letter w/resources & H2O Project Appeal (Mar 4)
- ✓ Easter Letter w/1st Call for Nominations for 2019 JPIC Award (Apr 29)
- ✓ Pentecost Letter w/H2O Project Reminder (June 9)
- ✓ 2nd Call for Nominations for 2019 JPIC Award (May 21)
- ✓ 3rd Call for Nominations for 2019 JPIC Award (June 24)
- ✓ Calls for JPIC Award Voting (July 16 – Jul 31)
- ✓ Calls with Local and JPIC Animators and others re: Animate Peace Gathering
- ✓ Announce 2019 JPIC Award Recipient (Aug 2) – Kent Ferris, OFS
- ✓ Email Season of Care for Creation prayers (Aug 24)

**Ongoing JPIC Activities**

- ✓ Correspond with Regional and Local JPIC Animators, Regional Ministers and National Minister and Council Members
- ✓ Ongoing National JPIC Commission Liaison Project
- ✓ Update National JPIC Animators Roster
- ✓ Correspond with National JPIC Vice-Animator, Joe Makley, OFS
- ✓ Correspond with National JPIC Spiritual Assistant, Br. David Buer, OFM on updates and future plans
- ✓ Facebook Posts for JPIC Wednesdays
- ✓ Update Animate Peace Facebook Page
- ✓ Contribute quarterly articles to TAU-USA



Franciscan Youth and Young Adults  
Commission Report (Kathleen Molaro)  
Oct. 2018-Oct. 2019

\*Helping six fraternities who are working toward starting Youfra fraternities.

\*Helping several groups (who call themselves Youfra) become officially registered. Have not located any previous documents in this regard and have contacted Paola Isceri and Andrea Karlovic (International Youfra) to determine if they have a record of any Youfra's established in the US. I have also asked for clarification on which symbols are acceptable for presenting to those making the Promise. The question of whether it's appropriate to use a TAU has come up.

\*Wrote TAU USA articles: *Youth: Our Future, Our Now, Live Your Mission, and Celebrating First Steps*.

\*Submitted weekly posts to our OFS Facebook geared toward youth and young adults. Began with Lenten challenges, and since then, "Monday Messages To and From Youth and Young Adults." Am questioning whether this is a viable way to reach our young people, and am planning to research more updated on-line presence methods.

\*Helped Brother Scott Slattum, OFM in Arizona prepare a proposal to submit at the OFM June Chapter. We're hoping to encourage collaboration between the OFMs and the OFS in working with youth and young adults. Brother Scott has a group of Young Adults who just made their Promise and are starting a YouFra in Arizona.

\*The OFMcaps on the east coast who are responsible for the Capuchin Youth and Family Ministry are also interested in collaborating with us and learning more about Youfra! They held their first orientation to begin the process.

\*Reported on feedback received from youth who attended Youfra International Gathering and World Youth Day.

\*Attended Formation Workshop, NEC meetings, Spiritual Assistants workshop, and participated in most Conference Calls.

\*Now have an established commission, and have sent Lee Potts the updated pictures and bios for the website. Have also sent an updated cover letter for the YouFra page.

\*Sent several letters to animators/regional ministers. Job descriptions for Reg. FY/YA Commission Chairs, Local Animators, and Spiritual Assistants have been distributed along with a list of recommended resources, and updates on commission work.

\*Phoned regional ministers/animators. Have had help.

\*Am planning a face-to-face meeting with commission members in early December, 2019 to work on some of the above and to begin plans for a future Animator training in summer or fall of 2020.

**Am finishing up with many projects with the help of a few others including:**

1. Series of sessions focusing on Articles of the Rule. Updated series of sessions (developed by Jean D'Onofrio of TAU Cross Region) based on the *Canticle of Brother Sun*. Kathy Taormina's adapted *Holy Half-Hours*. Discerning how best to distribute.

3. Long range plan for Youfra gatherings, using the CIOFS formation guide, the 8 Components of Youth Ministry found in the Bishop's document, *Renewing the Vision*, and incorporating the three areas of growth—human, Catholic, and Franciscan. This will include suggested topics list for the year of formation leading up to the Promise.

4. Ideas for a half dozen retreats that can be created by presenters using a “design your own” approach with resources provided.

5. Leadership training sessions for Young Adults. (Am working with Bro. Scott to develop.)

6. Create a networking system in order to communicate times and places where young people can get involved in JPIC activities groups. Have encouraged Laudato Si Circles as a means to connect and work with young adults.

7. Items for a Youfra tool kit.

8. Updated YouFra Guidelines to put online.

## Nafra Database Computer Committee Annual Report for 2019

We had a major change in membership. The active membership is currently William Mussatto, OFS, Robert Herbelin, OFS, Cyl Herbelin, OFS, Darlene Starr, OFS, Stephen Shields, OFS, Dan Mulholland, OFS, and Stephen Farlow, OFS. We are being assisted by Vickie Klick, OFS, and Neil Verzwylt, OFS.

Cyl has been handling password issues assisted by Robert. We continue to resolve issues as they are presented most recently cleaning up the list of Fraternities so that they will again appear in dropdowns when adjusting the dates of profession, welcoming and acceptance for individual members.

Robert prepared the inputs need for the annual report for each region. William prepared the individual fraternities annual reports using a Word Template prepared by Robert. NOTE: if requested, we can product lists of regional and fraternity officers of any given region in about 24 hours.

We have spent most of the year testing the password reset function which Neil developed. The issue was emails from server were being blocked by certain mail systems including Earthlink.net (this has been an issue since we moved to a rented server. Steve is developed a work around which is working and now Robert will be working with Neil to move the revised system to the live version of the database. We continue to correct errors as they are found in the database.

We are preparing a submission to the Loyola Marymount University (LMU) Computer Science Department's Senior Projects program to seek their assistance in improving the system. By the time of the Chapter we will have make the initial presentation.

Invoicing for monthly hosting has been changed to go directly to the National Treasurer. The secure certificate and domain name registration were handled by Vicki but should be transferred to the Treasurer as well before they come up for renewal in a couple of years.

# 2019 NAFRA Website Committee Annual Report

During the last year, the Website Committee focused on continuing to move content from the old website to the new one and on making further improvement to the functions and capabilities of the new site. Although the move from the old site has fallen behind the goals set out in last year's report, a great deal of progress has been made. And, as indicated below, the new website's usefulness has increased significantly since it launched.

## Specific accomplishments and ongoing work:

- Moved the Formation Commission's independent website over to pages on the new site. This also required setting up a forwarding scheme so anyone going to the old formation site will be automatically redirected to a special page on the new site informing them of the change and asking them to update their bookmark.
- Moved from the old NAFRA site to the new OFS-USA site:
  - Entire archive of Tau-USA PDFs going back to 1987 to the new site.
  - Minister's Messages.
  - OFS-USA State of the Order Reports.
  - The National Executive Council contact information.
  - Regional and Local Fraternities listing.
  - Justice, Peace, and Integrity of Creation (JPIC) Commission.
  - Youth and Young Adult Commission.
  - Formation resource kit (approximately 200 documents in 33 categories).
- Performed ongoing general site maintenance.
- Posted new content (i.e., blog posts, news, minister messages, CIOFS Rule Cards, Home Page slide show graphics).
- Added a live, interactive, searchable map of all local fraternity locations after gathering and processing meeting location data from all local fraternities.
- Added a page of Franciscan resources available for sale.
- Added pages for distributing meeting materials and sharing proceedings from the Regional Spiritual Assistant Workshop and the Formation Visioning Workshop.
- Added a page for the materials and proceedings related to the 2018 National Chapter of elections including live updates from the actual chapter.
- Reorganized calendar structure.
- Instituted a website team and began training them in site transfer, maintenance, and posting tasks
- Developed a comprehensive list of all website tasks (both one-offs and ongoing) that need to be done and have begun assigning them to team members.
- Made significant changes to the design of the front page to make it much easier and faster for site visitors who are primarily interested on joining the Order to begin their journey.

## Some statistics of interest related to the website:

- Total page views over the last six months: 187,325
- Average daily page views over the last six months: 246.8
- Total unique visits over the last six months: 70,729
- Average daily unique visits over the last six months: 93.2
- Ten most popular pages in the last six month:
  - Homepage

- The Rule of The Secular Franciscan
- Guidelines, Forms & Other Resources
- Formation & Spirituality
- Formation Resource Kit
- Are you called to the Secular Franciscan Life?
- Initial Formation Resources
- The General Constitutions of the Secular Franciscan Order (2000)
- Regional and Local Fraternities
- Sources for Secular Franciscan Books and Supplies
- Ten most popular file downloads in the last six month
  - GC2000.pdf
  - FUN-Manual.pdf
  - RULE.pdf
  - Tau\_USA\_096\_win\_18.pdf
  - Ritual\_of\_the\_Secular\_Franciscan\_Order.pdf
  - Tau\_USA\_095\_fal\_18.pdf
  - USA\_097\_spr\_19.pdf
  - OFS\_National\_Statutes\_FINAL\_07\_24\_13\_OFS\_withSignatures.pdf
  - <https://secularfranciscansusa.org/wp-content/uploads/Regional-Formation-Director-Handbook-2018.pdf>
  - Vocations\_Tool\_Kit-Come-and-See-Brochure.pdf
- Google search results (your results may vary)
  - #1 – Secular Franciscan Rule
  - #1 – Secular Franciscan Order USA
  - #1 – Secular Franciscan USA (was #3 in last report)
  - #2 – Secular Franciscan (old site still has #1, new site was #5 in last report)

#### **Major next steps:**

- Improve search function (perhaps by incorporating Google search into site).
- Increase frequency of blog posting (two team members have been giving training in how to post to the blog).
- Continue training team members in other specific website publishing and maintenance tasks
- Complete moving content from old site .
- Further refinement of site structure and navigation.
- Plan and implement campaign to eliminate all links to the old site from across the internet.
- Set up event registration.
- Finish gathering meeting location data for approximately 20 local fraternities that are missing so they can be added to the map.
- Finish quality control check of all of the locations on the new map.

***OFS-USA-EIC Report  
August 21, 2019,***

**Committee Members**

Mike Carsten OFS Chairperson  
Rabbi Dorit Edit – Committee Companion  
Donna Hollis OFS  
Kelly Moltzen OFS

**Year in Review**

**A highlight of the Committees efforts this past year**

- Joint Committee on Franciscan Unity – Conference
  - May 8 – May 10, 2019
  - Pallottine Renewal Center St. Louis MO
- CADEIO Leadership Institute
  - July 1 – 4, 2019
  - At the last minute the USCCB Canceled the Interreligious Training and Certification program for 2019. Supposedly they will pick it up again in 2020.
- OFS-USA-EIC Annual Committee Meeting
  - August 10, 2019
  - Holy Cross Retreat Center, Las Cruces NM
- Joint Committee on Franciscan Unity (JCFU) Annual Meeting
  - August 9 – 12, 2019
  - Las Cruces NM
- Zoom planning meetings with the JCFU
- Zoom planning Meetings with the OFS-USA-EIC
- Updating web site
- Updating Facebook
- Updating Twitter

Please see attached written report from the Joint Committee on Franciscan Unity.

Respectfully Submitted

Michael Carsten OFS

Ecumenical & Interfaith Committee Chair

Desk - 313-309-1277

Cell – 810-814-0047

[mikecars10@gmail.com](mailto:mikecars10@gmail.com)

[www.ofsusaecumenicalinterfaith.org](http://www.ofsusaecumenicalinterfaith.org)

Facebook - <https://www.facebook.com/OFSUSAEIC>

Twitter - OFS.USA.EIC@Ofs\_Usa\_Eic



## **The 2019 Annual Report of the Joint Committee on Franciscan Unity**

Submitted to the Minister and Chapter of Member Orders of the Committee

Br. Jahiro LeFevre OEF, Convener

Holy Cross Retreat Center: Mesilla Park, NM

August 10, 2019



The Joint Committee on Franciscan Unity members met for our 2019 annual planning meeting on August 8-10 at the Holy Cross Retreat Center: Address: 600 Holy Cross Road Mesilla Park, NM 88047

Those present were: Masud Ibn Syedullah TSSF, Beverly Hosea, TSSF, Jahiro LeFevre, OEF, Debra Snider-Scott, OEF, Donna Hollis, OFS, Michael Carsten, OFS, and Kelly Moltzen, OFS (Guest) representing the OFS National Ecumenical Interfaith Committee. Those absent, but with us in spirit: Dede Bruns, OLF, Christopher Markert, OLF, David Gerardot, OFR, Jim Schratz, OFR

Opening prayer and reflection was led by Jahiro, OEF on our Mission Statement. As each sentence was read aloud we were asked we write down and share what surfaced in our minds and hearts from it.

Since we have new members on the Joint Committee, it was necessary to have personal Introductions of Committee Members. What was asked of each member was how many years they have been professed and in what capacity have they served their respective Orders?

With now a premise established, Masud, TSSF, one of the founding members of the Joint Committee on Franciscan Unity, provided us with the fundamental beginnings of the committee & its elements of Franciscan Unity. Masud has agreed to write up a thorough history of the Joint Committee in order for us to share accurately with our respective Orders and to maintain the ongoing integrity of our work.

Financially, at the time of the annual meeting, \$3,792.46 is the current balance in our account, and note that part of this will be used toward the expense of this meeting. In addition, in preparation of our 2020 mini-conference, we must also provide a certificate of liability insurance of up to \$1 million. The final cost of this liability insurance will not be determined until the paperwork is submitted with the specific details of the conference.

We are to mention here that once again each of our participating Orders are asked to send in their annual contribution within the first quarter of the year 2020 in the amount of \$1,500.00.

Following our finance report we had some time to show the formation film project done by the Joint Committee back in 2017.

Once again, to new members being present at the meeting, it was necessary to review how our mini-conferences have worked in the past and what the expectations are. Each

presenter will create a ten minute presentation centered on their assigned element of franciscan unity along with a corresponding powerpoint if possible. In addition to the presentation the presenter will offer up to two questions for the group discussions. With this backdrop in mind we collectively began to brainstorm a theme for our 2020 annual mini-conference facilitated by Jahiro. Masud added that with what is occurring now within our country (immigrant/border concerns, gun violence, racial divide, climate change) may align well with our elements on franciscan unity, more notably prophetic voice. This brainstorm ultimately gave rise to the idea of accepting others beyond ourselves, in whichever way this presents itself. In turn, the phrase "For the sake of creation" frequently came through our discussions leading to our final theme:

**"Together for the Sake of Creation: How can we bear witness as Christian Franciscans in the fabric of our world?"**

A mini-conference sponsored by the Joint Committee on Franciscans Unity

The 2020 Mini-Conference is to be held May 21-23 at:

Franciscan Renewal Center  
5802 East Lincoln Drive  
Scottsdale, AZ 85253

As customary, the ten Joint Committee members will arrive on Wednesday for the set up, and on Thursday our guests from each participating Order (respectively 5 each) will arrive for the conference, bringing it to a total of 35. The conference will begin Friday morning and end Saturday morning with a Franciscan Agape meal.

The assignments of the Elements of Franciscan Unity and other roles:

Jahiro - Facilitator  
Donna - Baptism  
Beverly - Charism  
Michael - Prophetic Voice  
Masud - Christ Center  
Debbie - Vocation  
( ) Presider for the Agape  
( ) Morning Prayer  
( ) Evening Vigil

Our 2020 annual meeting is to take at the Pallottine Renewal Center in Florissant, MO for August 20-22, 2020 for the ten Joint Committee members. The cost for a single room for 2 or more nights is \$108 and this includes food and meeting room.

It is during this 2020 annual meeting that a change of leadership will occur of the Joint Committee. For the next three (3) consecutive years beginning 2020 the leadership will go to the Secular Franciscan Order (OFS).

- Sunday - Travel

Liturgy Committee (Br. Bob Brady, ofm, Kathy Taormina, ofs, Tim Taormina, ofs, Donna Hollis ofs, met with Br. Scott Slattum, ofm and Fr. Michael Weldon, ofm from St. Mary's Basilica to plan masses, prayer sessions, availability of the Basilica, reconciliation and the cost.

- Further discussions will continue as we move closer to the Q 2021 Congress
- Time and place of prayers
- Times and place of masses
- Materials
- Auxiliary Bishop Eduardo Nevares has accepted our invitation to celebrate Mass

Keynote Presenters: The keynote speakers address the general assembly once per day with questions to be discussed in small groups.

- Bishop John Stowe, ofm Conv., Catholic Diocese of Lexington, KY
- Rev. David B. Couturier, ofm, Cap., Executive Director of the Franciscan Institute and Franciscan Institute Publications at St. Bonaventure University, Olean, NY Graduate Theological Foundation, Mishawaka, IN
- Doug and Marion Clorey, ofs, Prince Edward Island, Canada
- Timothy and Kathy Taormina, ofs of Apple Valley MN

Breakout Session Topics will be offered in the afternoons. The length of the sessions is one hour with time for Q & A with some exceptions:

- Spiritual Assistants (2 hours for 2 days)
- Young Adults (2 hours for 2 days)
- Ecumenical
- Prayer in Art
- Spanish speaking
- Korean speaking
- JPIC/Conflict Resolution
- Wellness

Evening Interest Session Topics

- Formation directors
- JPIC coordinators
- Treasurers

Volunteers from St. Thomas More Region Fraternity have begun meeting, brainstorming ideas to pinpoint areas where there will be need of assistance.

- Greeters at airport
- Registration table
- Vendor table
- Little Fraternity Facilitators and placement of the fraternities
- Helpers with folks who have mobility concerns
- Collect evaluations
- Other

Roundtrip transfers from Airport to Hotel are being researched with the following options:

- Light rail
- Custom transport service
- SuperShuttle
- Others



## Quinquennial Committee Report to the National Fraternity OFS-USA

Submitted September 2019

20th QUINQUENNIAL CONGRESS – August 18 - 22, 2021

Sheraton Grand Hotel, Phoenix Downtown

Theme: *Jubilee*



Mission: ***Celebrate and renew our Franciscan calling in the spirit of conversion.***

The members of the Q Committee include: Donna Hollis, ofs, Claudia Kauzlarich, ofs, Kathy Taormina, ofs, Tim Taormina, ofs, Cathy Roszhart, ofs, (was appointed co-chair in August), Steve Roszhart, ofs, Jan Parker, ofs, Mary Bittner, ofs, Br. Bob Brady, ofm, and Susan Simeone ofs. This past year we met in person for a full committee meeting in March, conducted video conference calls for the three months during the summer, voice conference calls in the fall and a face to face Liturgy subcommittee meeting in February.

The Quinquennial Prayer stated below and published in the TAU newsletter was created by the Liturgy subcommittee. We ask for each Minister to read the Quinquennial 2021 Prayer during Regional meetings and ask also each fraternity to include it in their prayers at the local fraternity gatherings during these next few years.

### ***20<sup>th</sup> OFS Quinquennial 2021 Prayer***

***Lord God, Heavenly Father,  
We come before you in awe of your love for us.  
We acknowledge Your divine seed in everyone,  
and through your merciful compassion  
help us to see our need for conversion.  
In our service to each other  
let us experience this time of JUBILEE!  
As we walk the path before us, we walk on  
foundations built by our brothers and sisters.  
We are thankful for our present  
and excited for our future,  
always believing that You, O Lord, guide our journey.  
AMEN***

Registration will be electronically completed. Registrants will be able to also sign up for Breakout Sessions, purchase merchandise and more. We plan to have registration up and running by November 2020.

The proposed prices for the three tiers of registration:

- Early Registration \$350 (November 2020 - until TBD)
- Regular Registration \$410 (TBD)
- Late Registration \$ 475 (TBD)

Draft Schedule is a work in progress. Celebration of Eucharist is daily

- Wednesday August 18 Registration and Opening Celebration of Eucharist
- Thursday – Saturday mornings include Keynote presenters and Little Fraternities
- Thursday – Saturday afternoons include Breakout Sessions and Service Project
- Thursday – Saturday evenings include Entertainment and/or Interest Sessions and Closing Celebration of Eucharist on Saturday
- Meals begin Wednesday early evening; three meals Thursday - Saturday

**Report for Public Relations Committee Vocations Committee,  
And Social Media Subcommittee,  
September 2019**

The Public Relations Committee, Vocations Committee, Social Media Subcommittee and 1-800-Francis Coordinator are involved with promoting vocations. The National Executive Council (NEC) is planning to reorganize and combine these efforts under a Communications Committee. Until that merger is complete, here is a list of the accomplishments for each committee.

**Public Relations:**

Mary and Bob Stronach have served as Chairs of the Public Relations (PR) Committee since the Fall of 2003. Since Chapter 2018, the Public Relations Committee developed numerous articles for the TAU-USA and website. The main product was the special summary of the 2018 Chapter. As usual, it was beautiful and comprehensive. In addition, they developed the VOX Franciscana newsletter for CIOFS which is a gift for the OFS-USA also. The Stronachs are ready to turn the PR Committee reins over to another OFS. The NEC is in search of a qualified candidate.

**Vocations/Social Media/1-800-Francis:**

The chair position has been vacant. The major effort for promoting vocations has been through the website and social media.

The website has generated more than 160 email inquiries in the last year. Inquiries are submitted to "nec.ofs.usa@gmail.com." The National Secretary and the National Minister respond to email inquiries and relay them to the Regional Ministers/Regional Contact person. Most of the inquiries are seeking information on how to join the Order. The new mapping feature on the website (<https://secularfranciscansusa.org/map-of-local-fraternities/>) allows persons who are browsing the website to determine the closest fraternity. The mapping feature has certainly reduced the number of inquiries submitted to [nec.ofs.usa@gmail.com](mailto:nec.ofs.usa@gmail.com).

Posts to the website are automatically transferred to Facebook Posts and Twitter Tweets (thanks to Lee Potts, OFS, Website Administrator).

In addition to the website posts, daily Facebook posts have been created by Diane Menditto, Cherryle Fruge, Carolyn Townes, Kathleen Molaro, Randy Heinz and Jane DeRose-Bamman.

Currently, the Secular Franciscans - USA Facebook page has 7328 Followers and 7153 Likes since the same time last year (nearly 60% increase).

Content has focused on:

- Sundays – Gospel
- Mondays - FY/YA
- Tuesdays – various content (Vocations, Rule, Admonitions)
- Wednesdays – JPIC
- Thursdays – various content (highlighting Regional websites and Local Fraternity websites, Rule, Admonitions)
- Fridays - Formation.
- Saturdays – History

Posts have been created on the various Feast Days.

Specifics regarding the 1-800-Francis telephone number and email address are submitted in a second report.

Kathleen White has served as 1-800-Francis Coordinator since 2016. The NEC is very appreciative of Kathleen's service. Kathleen term is completed, and she is ready to pass the responsibilities to another OFS. The NEC will appoint a new coordinator in the near future.

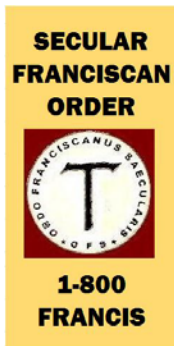
Respectfully submitted,

Bob and Mary Stronach, OFS  
Kathleen White, OFS  
Jane DeRose-Bamman, OFS

**National Prayer for Vocations to the Secular  
Franciscan Order**

O good and gracious God, God of mercy, compassion, generosity, and love, as we live our lives today in the model of St. Francis, choosing daily to live the Gospel life, help us to help others hear your call. Help us to help others recognize their vocation as a Secular Franciscan that You have already planted in their heart. Help us, so that together we all may work to bring the Gospel to life. Amen!

*(Composed by Marian R. Crosby, OFS, at the 2010 NAFRA Chapter, Scottsdale, AZ)*



## 1-800-FRANCIS VOCATION REPORT TO NAFRA August 24, 2018 – July 31, 2019

We received 159 phone calls.

All requests for fraternity information are referred to the Regional Formation Director, who then contacts the local Minister &/or Formation Director to make contact with the person inquiring about the Order and to direct them to a viable fraternity. I feel this is the safest way to manage the contacts, rather than give a stranger contact information for local ministers or Regional Formation Directors.

We are charged \$10.00/month by Comcast for the land line that becomes 1-800-Francis. We are also charged \$11.00/month for modem rental (required by Comcast for their landline service). I am reimbursed for this expense when I remember to make a request. There is a \$360/year fee to retain ownership of 1-800-Francis, which is paid directly by the NaFra Treasurer to AT&T. I question whether it would be better use of funds if we were to obtain a cell phone (phone only – no data – flip phone suggested – all that is needed is voice mail) for around \$15/month. Benefits: caller ID, as many messages left on the voice mail are garbled; portability; when the ministry changes hands, the phone can be passed to the next coordinator.

Thank you for the privilege of serving the Secular Franciscan Order and the National Fraternity through this ministry. Recognizing ones gifts and talents, I humbly request that a new 1-800-Francis coordinator be assigned.

Peace and all good,

*Kathleen White OFS*

NaFra Vocations Ministry  
1-800-Francis

### **National Prayer for Vocations to the Secular Franciscan Order**

O good and gracious God, God of mercy, compassion, generosity, and love, as we live our lives today in the model of St. Francis, choosing daily to live the Gospel life, help us to help others hear your call.

Help us to help others recognize their vocation as a Secular Franciscan that You have already planted in their heart.

Help us, so that together we all may work to bring the Gospel to life. Amen!

(Composed by Marian R. Crosby, OFS, at the 2010 NAFRA Chapter, Scottsdale, AZ)

**DUNS SCOTUS SECULAR FRANCISCAN FORMATION TRUST FUND**  
**Board of Trustees Report to the National Fraternity, OFS-USA**  
**2019**

**Board Members**

Jan Parker, OFS - National Minister (Chair)  
Claudia Kauzlarich, OFS - National Treasurer  
Diane Menditto, OFS - National Formation Chair  
Anne Mulqueen, OFS - Member-at-Large  
Robert Fitzsimmons, OFS - Member-at-Large  
Patricia Serotkin, OFS - Secretary  
Fr. Christopher Panagoplos, TOR - CNSA President in-Turn  
Br. Juniper Crouch, OFM - St. John the Baptist Provincial Spiritual Assistant

**Meetings of the Board**

Throughout 2019, the work of the Duns Scotus Secular Franciscan Formation Trust Fund (DSTF) Board was conducted mainly by phone calls and emails. The Board met six times in 2019, once in person April 29–May 1, 2019, just prior to the National Executive Council meeting at Marytown in Libertyville, IL.

**Review of Duns Scotus Trust Fund Portfolio**

The DSTF Board continues to monitor our investments closely. As directed when the fund was first established, 5% of all earnings are reinvested and the remaining 95% of earnings can be withdrawn and made available for grants. The fund is experiencing growth so far in 2019 as a result of investments being realigned in 2017 and partly due to the market. We continue to have funds available for grants. (See National Treasurer’s Report for details.)

**Proposal for Duns Scotus Formation Fund**

At the April 29-May 1 meeting the DSTF Board drafted a proposal titled *Duns Scotus Formation Fund (DSFF) Principles and Procedures* at the request of the National Executive Council (NEC). The final proposal was developed subsequently in conjunction with the NEC and is to be presented for approval by the National Fraternity at the October 2019 Chapter. A new application procedure and form are being developed. The procedure and form will be made available by the end of 2019 and will be posted OFS-USA website.

**Summary of 2019 Requests and Grants**

In 2019 the DSTF awarded a total of \$37,318 in grants (see detail in next section). Total grant requests for 2019 increased to 8 from 4 in 2018, which represented a decrease from 17 in 2017. All requests were reviewed by the Board and processed in a timely manner.

**2019 Requests and Grants**

**Cycle 1:**

- 2019-1 National Formation Commission: Requested \$13,200.00 to support Formation Visioning Initiatives Workshop (April 2019). Granted in full.
- 2019-2 C.N.S.A.: Requested \$15,550.00 to support National Gathering of Regional Spiritual Assistants for (August 2019). Granted in full.

- 2019-3 Juan de Padilla Region: Requested \$1,000.00 to complete Year 3 of formation workshops offered throughout the region. Granted in full.
- 2019-4 Troubadours of Peace Region: Requested \$2,300.00 to fund a region-wide formation gathering. Granted in full.

Cycle 2:

- 2019-5 LaVerna Region: Requested \$2,268.00 to support regional formation workshop. Granted in full.
- 2019-6 Divine Mercy Region: Requested \$3,000.00 to support spiritual assistant training program. Granted in full.

**Reminders on Grant Requests**

- The Duns Scotus Formation Fund exists to provide financial aid where there is a need, but not to fund normal expenses when these can be covered by the Region.
- Regional Formation workshops and Spiritual Assistant Training should be considered as anticipated expenses for Regional Fraternities, and a Region should budget for these programs.
- Grants are awarded for one year only. Multiple year projects require a new application addressing each specific year or phase of the event.
- A condition of a Duns Scotus Formation Fund grant is that a report be sent to the Board following the event that is funded.
- The Duns Scotus Board consults the National Fraternity Database when making determinations on grant requests. This is one of many reasons that the database needs to be kept updated.

**Future Goals for the Duns Scotus Formation Fund**

Future goals are outlined in: *Duns Scotus Formation Fund (DSFF) Principles and Procedures*.

**Information on the Duns Scotus Formation Fund and the Application Process**

Information on the application process can be found on the National Fraternity website or by emailing the Board. The Board's email address is: [dunsscotustrustfund@gmail.com](mailto:dunsscotustrustfund@gmail.com)

The Board is happy to answer any questions and welcomes dialogue when questions arise regarding grant requests.

Respectfully submitted,

*Jan*

Jan Parker OFS  
National Minister OFS-USA



August 13, 2019

To: National Fraternity

Fr: Sharon Deveaux ofs

Re: Archives Report

Given my current situation as caregiver for my mother, I am unable to reliably travel to St. Bonaventure to work on the archives. I understand the need for a “changing of the guard” and I will assist with that effort.

Currently the archives are still safe, and everything is in order. There have been some requests for information and a few people attending workshops at St. Bonaventure, have asked to “see” the archives.

Fortunately, Mr. Dennis Franks, the university archivist, has explained that our archives are not set up for browsing.

I will always be available for questions via email.

Sincerely,

Sharon

***Note: Sharon Deveaux, OFS, St. Francis Region, has served as National Archivist since March 2004. We thank her for her years of service.***

***As of Chapter 2019, the NEC appointed Sharon Dale, OFS, La Verna Region, as the new National Archivist.***

## Report to OFS-USA 2019 Chapter from the National Historian

Hello, I'm Tom McNamara.



Early this Spring I applied for the position of National Historian. I met with and was interviewed by members of the National Executive Council. Our conversation resulted in an offer, which I accepted. My term will last through the upcoming Quinquennial.

### PROJECTS AND PLANS

The NEC asked me to write an updated History of the Secular Franciscan Order in the USA, focusing on the period from 2008 through 2019.

#### Completed:

I interviewed Bill Wicks, discussed his *History of the Secular Franciscan Order* and got tips about basic form and goals for the new History. I also phoned Sharon Deveaux and had a lovely conversation about our National Archives. I hope to visit them by November this year.

Jan Parker and others on the Executive Council have helped me pencil out a very preliminary form for the new book. I spoke with Jeff Campbell from TAU Publishing when he was visiting the Franciscan Renewal Center this Spring. He has offered to publish the book when it becomes available. I've also received interest from both a professional Editor and a professional Proofreader who will examine the draft for us free of charge.

I have created and submitted a budget for 2020 and await its approval.

I have registered to attend the 2019 Chapter.

#### Ongoing:

I have been researching among history writers and professional Associations to develop a sense of the many approaches to "writing history people want to read". It's been very enlightening.

I've begun the foundational outline and basic research while I gather materials and resources. I've begun contacting each of the Regions to introduce myself, the Project and to enlist support and interest. When I speak with the Regions I request copies of their newsletters as well as any existing Histories from their areas.

Searching for copies of TAU-USA I've managed to acquire all but three issues, which I expect to collect in my ongoing research. The TAU magazines are

very useful and save a lot of time traveling. At the same time they are helping identify key figures and areas for deeper investigation.

#### To Be Done:

I plan to complete a rough draft by the end of December 2019. I will spend the Spring of 2020 researching details, confirming facts and polishing the draft. The second half of 2020 will be for creating ancillary features like Appendices and an Index, tables, illustrations and photography. I'll work on these in collaboration with the publisher and others. All research and writing should be completed by Christmas 2020 allowing the final draft to be in the publisher's hands by the first of the year. Spring of 2021 will be for publishing and marketing (generating interest) in anticipation of Quinquennial 2021.

#### Other History Projects

I am reading everything I can find that will help inform and expand Historian and Archival services throughout our National Order. Promoting accurate and effective service in these areas will be an important dimension of my assignment after the book is completed.

I have also begun work on a preliminary index for Wick's four-volume *History...* I am seeking historical information about its creation and publication, particularly its costs and sales.

#### Summary:

The knowledge of history is important to our formation as persons and as Franciscans. Learning history connects the related goals of knowing Christ--who entered history through his Incarnation--and becoming effective disciples who share and reveal the real presence of Christ.

History is a gift to the human soul because it promotes healthy insights into God's will, purposes and intentions for the future. I see my work in the next three years as promoting the study of history to enhance our spiritual journey.

Eager to meet you in Corpus Christi!

Thomas R. McNamara, OFS  
National Historian



## Annual Report 2019

The following information is from the mailing statistics for the spring issue of the TAU-USA

<b>English TAU-USA</b>	<b># Records</b>	<b># Copies</b>	<b>Note</b>
TAU_USA_Intl.TAB	18 Intl	18	International
TAU_USA_Multiple.TAB	43 Mult.	150	2 or more copies
TAU_USA_Single.TAB	12,754 Single	12,754	1 copy

**Total English Copies = 12,815**

<b>Spanish TAU-USA</b>	<b># Records</b>	<b># Copies</b>	<b>Note</b>
TAU_USA_SP_Multiple.TAB	9 Mult.	91	2 or more copies
TAU_USA_SP_Single.TAB	381 Single	381	1 copy

**Total Spanish Copies = 472**

**Grand Total = 13,287**

**Approximate cost per issue (layout, printing prep, color printing and mailing) = \$0.95/copy**

Printing and Mailing is handled by Valley Offset Printing in Valley Center Kansas.

Since candidates are now included in the TAU-USA mailing, it is very important that their data be added to the national database as soon as they enter candidacy. Keeping the mailing list updated is a constant challenge because the list comes directly from the national database. Any problems with individuals not receiving their issue is usually the result of missing or incorrect database information. Updating the database is a regional responsibility.

During the past year we have continued to translate the TAU USA into Spanish and Korean. There are thirteen active translators for the Spanish edition, which is mailed out in hard copy like the English, and available online. For the Spring 2019 edition we mailed out 472 copies in Spanish.

In addition to the Spanish translation, selected article are translated into Korean by a team of ten translators and published only on the NAFRA website.

Jim Wesley OFS, TAU-USA Editor  
Cindy Wesley OFS, Coordinator of TAU-USA translations



<https://franciscanaction.org>

## Report on the Franciscan Action Network

National Chapter, OFS October 2019

Submitted by David Seitz, OFS  
FAN Board Representative

## **Contents**

- I. Activities of Board Member, David Seitz, OFS**
- II. Advocacy Action**
- III. Solidarity Tables**
- IV. Board Activity**
- V. Executive Director Search**
- VI. Annual Event**
- VII. Appendix**
  - a. Mission Statement**
  - b. Vision Statement**
  - c. Francis Pledge**
  - d. Franciscan Values**
  - e. How FAN does its work (from the foundational documents)**
  - f. Executive Director Job Description**

Sisters and brothers,

When I accepted the role as the OFS representative to FAN, I did so with the intent on being more than a “passive” board member. During my first year representing the OFS, I made an effort to get to know the staff and the board members and the advocacy they have been and are involved in. It has been a bit of a challenge, however, I have found it to be personally enriching and rewarding. I believe there are no issues on which FAN advocates that are out of line with Catholic Social Teachings or Franciscan values.

That may come as a surprise to some of you. FAN has a contentious history as of late with the membership of the OFS. That can be expected with any organization that is involved in politics. *Allow me a few lines to stand on a soap box.*

In the TAU special JPIC edition, I stated that one of my objectives of serving on the board is to help bridge the gap between FAN and the OFS. One means of bridging the gap is through dialogue and education. One objective of this report to the National Fraternity is education. I have included educational items throughout this report, such as a brief “what is civil disobedience” and links to websites you may find useful.

In the *Joy of the Gospel*, Pope Francis quotes the USCCB Pastoral Letter "*Forming Consciences for Faithful Citizenship*," saying "Let us not forget that 'responsible citizenship is a virtue, and participation in political life is a moral obligation'. Our Seraphic Father, Francis, was engaged in the politics of his time, and our OFS Rule calls us to do the same. I have taken the following from the writings of St. Francis and the OFS Rule. These are the “WHY” of FAN.

#### **A Letter to the Rulers of the Peoples**

The Poverello, as we learn from his early biographer, Thomas of Celano, “did not hesitate to address himself directly to the rulers of the world.

“To all mayors and consuls, magistrates and rulers throughout the world, and to everyone who may receive these letters: Brother Francis, your little and despicable servant in the Lord God, sends his wishes of health and peace to all of you.”

#### **OFS Rule Article 15**

“Let them individually and collectively be *in the forefront* in *promoting* justice by the testimony of their human lives and their courageous *initiatives*. Especially in the field of *public life*, they should make definite choices in harmony with their faith.”

**Article 13** “strive to create conditions of life worthy of people redeemed by Christ.”

I have attached as an appendix to this report some of the foundational documents of FAN. These documents express the Franciscan values which guide FAN as it pursues its mission. I ask you each to spend some time and read them. More on this later in the report.

## I. OFS FAN Representative, David Seitz, Activities

Attended four meetings in Washington D.C.:

September, 2018	Met with the Staff
November, 2018	Board of Director's Meeting
November, 2018	Annual FAN fund raising event
May, 2019	Board of Director's Meeting

Several Conference Calls with FAN staff and Board members

Authored several reflections posted on the FAN Website:

<https://franciscanaction.org/resources/fan-weekly-newsletter-archive>

November 5, 2018	What "Mite" I give
December 10, 2018	Rejoice in the Lord Always
January 21, 2019	The Word and the Body
March 11, 2019	Welcome All Strangers as Family
July 8, 2019	Will You See the Image and Likeness of God?

Selected to be a member of the Development Committee, led by Fr. Mark Reamer, OFM

Presented to the National Chapter Meeting, October, 2018

Presented to the National JPIC Visioning meeting, St. Louis, August, 2019

Participated in Monthly National JPIC Commission calls

Several update calls on FAN activity with the NEC



## II. Advocacy Action

### Climate initiatives in 2018-19

FAN is the incubator and lead for the Catholic Climate Covenant. One of the programs of the Climate Covenant is the Catholic Energies Program, whose mission is to help Catholic organizations make the transition to renewable energy source by means of consulting, financing and project planning / implementation.

<https://catholicclimatecovenant.org>

<https://www.catholicenergies.org>

Two success stories from 2018 regarding renewable energy projects.

#### **Immaculate Conception Parish, Hampton Virginia.**

440 solar panels.

142 kilowatt

Installed on existing roof tops, no new greenfield land was used.

Catholic Climate Covenant project – Catholic Energies program

9 months from presenting the idea to completion

Save parish \$125,000 over 15 years

Reduction of 230 tons of carbon emissions per year

Equivalent of 25 homes full year energy consumption

#### **Catholic Charities, Washington D.C.**

2 megawatt solar installation

Will power 100% for 12 buildings in the D.C. campus

Eliminate 3,400 tons of carbon emissions and offsetting 1,686 tons of coal

#### **D-40 Campaign: Help convert 40 Catholic Dioceses to renewable energy.**

**Partner with the Edison Electric Institute**, Just Transition policies for moving from fossil to renewable energy.

Industry organization of all major utility companies.

<https://www.eei.org>

#### **FAN organized climate march in New York and Washington**

## Immigration:

Catholic Action Days, D.C. and New Jersey, Cardinal Tobin support

Planned civil disobedience events were held in Washington D.C. at the Capitol Rotunda and at the ICE office in Newark, NJ.

<https://franciscanaction.org/news-resources>

## Civil Disobedience

- ✘ Planned, including those in charge of the object organization and location of the protest. No “Flash Mobs.”
- ✘ Includes planning with Law Enforcement. No surprise arrests.
- ✘ Always nonviolent.
- ✘ Typically have the support of the USCCB.
- ✘ Purpose to get media attention. Arresting nuns gets headlines.
- ✘ Some are FAN initiated.

FAN in the news

<https://franciscanaction.org/article/fan-news>

## III. Solidarity Tables

<https://franciscanaction.org/join-franciscan-solidarity-table-today>

Grassroots advocacy initiative, part of FAN’s founding mission to establish localized grassroots activity. Led by a Franciscan, Secular or Religious. Will involve formation in Franciscan Spirituality. Membership open to all Franciscan hearted people of all walks of life and faith traditions.

Director: Nora Pfeiffer

Purpose: Phase 1: Building Relationship  
Phase 2: Minority and Solidarity, building upon Franciscan Spirituality  
Phase 3: Social Outreach  
Phase 4: Social Justice / Advocacy

- (1) Established in NYC led by OFS Kelly Moltzen, former FAN Board Member
- (5) under consideration of forming.

Nora is developing a process to make it easier and “repeatable” to establish an FST. Had a call with her in September regarding setting up a call with those interested in forming an FST.

## IV. Board Activity

<https://franciscanaction.org/board-directors>

March 2019 new board president, Fr. Michael Lasky, OFM Conv., replacing Sr. Margaret Magee OSF

Br. Ed Falsey, OFM resigned from the staff, was the lead for Solidarity Tables.

Nora Pfeiffer is new director of solidarity tables. Nora is a former Franciscan Mission Service missionary.

Fr. Michael **instituted a communication policy** with the staff to focus on issues not personalities. Has resulted in far fewer complaints. Still get the occasional complaint regarding concerns over FAN's civil disobedience activities as being illegal, therefore should not be done. (Civil disobedience occurred at the Catholic Action Days in D.C. and New Jersey regarding immigration policies and child detention.)

Fr. Michael is holding the staff accountable to following Franciscan Values and re-focusing on the mission.

### Development:

FAN is projecting a negative income balance in 2019 and 2020. Fr. Mark Reamer, OFM, chair of the development committee is looking at ways to bring in additional revenue sources. Some stats:

- a. Over 15,000 subscribers to the weekly newsletter.
- b. Only 52 monthly donors, \$12K / year total
- c. Mailing list of over 25,000 recipients
- d. 52 institutional members provide the bulk of the funding via their annual contributions, providing 87% of funding.  
<https://franciscanaction.org/institutional-members>
- e. FAN does not pay travel expenses for staff. All travel is paid for by the organization they visit.
- f. Developing a "Board of Advisors" program where, for a donation of \$1,000, each board member gets attendance at annual event, a day of formation prior to the event.
- g. Francis and the Sultan DVD program, sign up as a monthly donor to get a DVD. Approximately 2,000 copies are available.
- h. May, 2018 board meeting included a Development / Fundraising training conducted by David Smith, Siena College Development director. (Fr. Reamer works at Siena College. )
- i. David Seitz, OFS appointed to the Development Committee
- j. Jason Miller appointed as Director of Development, no longer overseeing Solidarity Tables
- k. Many program expenses are covered through grants.

New Board Member: Hady Mendez. Franciscan Missioner. Organizing the Annual event. Replaced Kelly Moltzen.

## **V. Executive Director Search**

**Patrick Carolan retiring end of December 2019.**

Applications taken through September 15, 2019  
Fr. Michael Lasky is the search committee chair  
9 candidates applied for the position  
Interviews began late September.

Biggest challenge in filling the position is the salary. The position description is for a fairly high level experienced person (see Appendix).

Annual event will be a tribute to Patrick's service as Executive Director. Appreciation letters are being accepted and will be presented to Patrick at the event.

## **VI. Annual Event**

FAN Annual Event: Thursday Nov 7.  
Chair - Hady Mendez

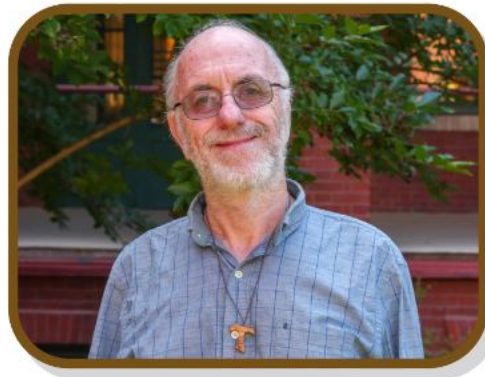
Preceded by FAN Board Meeting Nov 7 – 8



# FRANCISCAN ACTION NETWORK

Please come and help us celebrate our intrepid leader for the past 10 years, Mr. Patrick Carolan.

We will gather to celebrate his retirement by presenting him with FAN's Annual Award.



**WHEN:** Thursday, November 7, 2019

**TIME:** 6:00pm-9:00pm

**WHERE:** St. Francis Hall, Washington. D.C.

**TICKETS:** \$100 with discount for vowed religious

**Dress is casual. Hot and cold hors d'oeuvres will be served.**

**Raffle prizes and auction opportunities will be available**

Please consider **supporting Patrick by becoming a sponsor of the event:**

**\$10,000:** VIP Table location/ Full Page Program Ad / Formal recognition during celebration / Name of donor on sign at check-in table

**\$5,000:** Full Table for 8/ Half Page Program Ad in E Book / Formal recognition

**\$1,000:** Half Table for 4/ Quarter Page Program Ad in E Book

**\$500:** Two celebration tickets / Line Acknowledgment in E Book

[Click here to Buy Tickets Online](#)

**For more information contact Janine Walsh**

[walsh@franciscanaction.org](mailto:walsh@franciscanaction.org)

May 16, 2019

## Sample Solicitation Letter

Brad Viator  
Edison Electric Institute  
701 Pennsylvania Ave. NW  
Washington, DC 20004

Dear Brad,

Since 2008, the Franciscan Action Network has been organizing people of faith to stand up for those who are marginalized. Despite a limited budget and small staff, FAN has been successful in bringing a Franciscan voice to the national conversation about the moral values of our country. We are an actively involved faith organization in Washington, DC which addresses issues such as immigration and refugees, care for creation, poverty and human rights, racism and peacemaking. We look forward to continuing and expanding this work into the future.

This fall is especially significant as we prepare to honor our executive director, Patrick Carolan, who will retire by the year's end. Patrick has expressed Franciscan values in everything he has done for this organization. With an aptitude for building relationships, Patrick has been instrumental in the growth of our organization over his 9 years at the helm. Recently, Patrick has fostered relationships among local communities currently invested in fossil fuels, local faith groups, and energy corporations to build strategies around a just transition towards more sustainable energies.

We invite you to support our mission of emboldening the Franciscan family and to uplift and support the necessary work Patrick has undertaken over the last 9 years. With your tax-deductible sponsorship donation, you will not only help us honor his great work, you will ensure that FAN and its dedicated staff can continue this work for justice.

On November 7th, we will honor Patrick at our annual FAN award benefit. Last year, you were able to support us by donating XXX. **We invite you to join in the celebration by sponsoring our event at a gift level of XXX, which represents an increase of 9%, for each of the 9 years Patrick has led our organization.** In return for this generous donation you will get a VIP table for 8 at our annual benefit event, a full page ad in our electronic Ad book, formal recognition during the celebration, as well as your company's name on signage at the check-in table.

We hope that you will be able to join us for what promises to be a wonderful evening. Your generosity enables us to continue efforts to transform laws and systems in light of Gospel values and Franciscan spirituality.

We look forward to seeing you at FAN's Award Benefit Celebration. Please feel free to contact us with any questions regarding becoming an official sponsor, or with other ways we can deepen our partnership.

Peace and All Good,

Fr. Michael Lasky, OFM Conv.  
FAN Board President  
(203) 940-3209  
[jplic@olaprovince.org](mailto:jplic@olaprovince.org)

Sr. Marie Lucey  
Associate Director  
(202) 527-7562  
[lucey@franciscanaction.org](mailto:lucey@franciscanaction.org)

## **VII. Appendix**

### **a. Mission Statement**

Inspired by the Gospel of Jesus, and the example of Saints Francis and Clare, the Franciscan Action Network (FAN) is a collective Franciscan voice seeking to transform United States public policy related to peace making, care for creation, poverty, and human rights.

### **b. Vision Statement**

The Franciscan Action Network sees the interconnectedness of all creation and the common origin of humanity as rooted in God's loving design for the earth and all people. Recognizing this fundamental goodness of God through the act of creation, FAN counters the social sinfulness that persistently compromises God's hopes, through a clarion call to conversion. It is through continual conversion that the cry of the earth and the cry of the poor can be heard in their authenticity and understood in a way that leads us to re-discover our original goodness, both personally and collectively. Through this process of continual conversion we discover ourselves as co-creators, with God and others, thereby realizing a world where people and plant cherish a common inherent dignity, encourage social goodness, and live in just prosperity.

## c. Francis Pledge

### FRANCIS Pledge For the Franciscan Action Network

**F**acilitate a forum for difficult discourse and acknowledge that all dialogue can lead to new insight and mutual understanding.

**R**espect the dignity of all people, especially the dignity of those who hold an opposing view.

**A**udit myself and utilize terms or a vocabulary of faith to unite or reconcile rather than divide conflicting positions.

**N**eutralize inflamed conversations by presuming that those with whom we differ are acting in good faith.

**C**ollaborate with others and recognize that all human engagement is an opportunity to promote peace.

**I**dentify common ground such as similar values or concerns and utilize this as a foundation to build upon.

**S**upport efforts to clean up the provocative language by calling policymakers to their sense of personal integrity.



## d. Franciscan Values

### FRANCISCAN VALUES GUIDING FAN

Developed by Fr. Tom Nairn, OFM Senior Director of Ethics, Catholic Health Association

“Most High, all-powerful, good Lord . . . praised be You, my Lord, with all your creatures.” Canticle of the Creatures

#### **1) Franciscans are dedicated to the care of creation, seeing all creatures as brothers and sisters.**

Saints Francis and Clare had a relational understanding of creation. All creatures, from the smallest to “our Sister, Mother Earth,” were sisters and brothers, part of the very family of God. Because of this, Francis was named the patron saint of ecology by Pope John Paul II. Following this tradition, St. Bonaventure developed a theological and spiritual vision that acknowledged all creation as emanating from the goodness of God, existing as a “footprint” of God, and leading us back to God if we are able to “read” nature properly. He spoke of creation as the first book that God wrote.

“This is the royal dignity which the Lord Jesus assumed when he became poor for us that he might enrich us by his want and would make us truly poor in spirit, as heirs and kings of the kingdom of heaven. I do not wish to relinquish this royal dignity.” St. Bonaventure, Major Legend, Chapter VII

#### **2) Franciscans emphasize the dignity of the human person, especially in its social nature.**

Although all creation is the “footprint of God,” the Franciscan tradition understands that human beings are also created in the very image and likeness of God. Humans represent in a special way God who is Trinity, and therefore we achieve our personal fulfillment in relationship to God and in community rather than in the isolation of individualism.

“Her life was an instruction and a lesson to others: in this book of life some learned the rule of living, in this mirror of life others learned to behold the paths of life.” Papal Decree of the Canonization of St. Clare

#### **3) Franciscans acknowledge that life is sacred and are dedicated to a consistent ethic of life.**

Since life is the first gift given us by God, Franciscans have a profound respect for human life. The itinerancy which is part of the Franciscan vocation helps the followers of Francis and Clare understand better the fragility of life and to support the most vulnerable in society. Because of this, the Franciscan family, from its earliest moments, embraced active non-violence and articulated a theology and ethics centered in love. This spiritual perspective includes respect for those who disagree with us, as shown in the dialogue between Francis and the sultan.

“When I was in sin, it seemed too bitter for me to see lepers. And the Lord Himself led me among them and I showed mercy to them. And when I left them, what had seemed bitter to me turned into sweetness of soul and body. And afterwards I delayed a little and left the world.” St. Francis, The Testament, 1-2.

#### **4) Franciscans witness to a genuine love and respect for the poor and vulnerable.**

For Francis, poverty involved not only serving the poor but being poor and connected to those who were poor and outcast. This service to and identification with the poor was at the heart of the lives of Francis and Clare, it is there that they discovered Christ as “the poor Son of the poor Mother.” Following the example of these saints, members of the Franciscan family today are called to be with and identify with the poor and vulnerable and with all who face discrimination of one form or another. We are called to be in solidarity with them in their struggle to have their God-given rights honored by others. We are called to develop a lifestyle that brings us close to the poor and makes us sensitive to those who are most vulnerable.

“Francis went around the cities and villages, proclaiming the kingdom of God and preaching peace.”  
Thomas of Celano, *The Life of St. Francis*, 36

#### **5) Franciscans are heralds of peace and reconciliation.**

In his Admonitions, Francis explained that “those people are truly peacemakers who, regardless of what they suffer in this world, preserve peace of spirit and body out of love of our Lord Jesus Christ” (#15). His greeting to all, still repeated by Franciscans today, was “Pax et bonum,” “peace and all good.” Franciscans are called to build peace in their personal lives and in society. As mentioned above, such a lifestyle involves an attitude of active non-violence.

“Let Franciscans love one another, as the Lord says: This is my commandment: love one another as I have loved you. Let them express the love they have for one another by their deeds.” Earlier Rule, Chapter XI

#### **6) The Franciscan vision stresses the right relationship of justice.**

From the very beginning, Franciscans were seen as fratres (and sorores) minores, lesser brothers (and sisters). The Franciscan tradition emphasizes a genuine meeting of justice and charity. Franciscans do not try to domesticate the prophetic words of the Gospel but rather are called to live out a renewed vision of life and relationships based on justice. Like all Christians, Franciscans are called to read the Signs of the Times, critique abuses of power, and follow an ethic based on the inviolable dignity of all people.

“In his own opinion he was nothing but a sinner, though in truth he was a mirror and the splendor of holiness. As he had learned from Christ, he strove to build himself upon this like a wise architect laying a foundation.” St. Bonaventure, *Major Life*, Chapter VI

**7) The Franciscan vision is transformational, demanding change and conversion in its adherents, following the example of Saints Francis and Clare.**

A favorite saying of St. Francis was, "Let us begin, for up till now we have done nothing." Francis saw his entire life as a continuing conversion into the vision of God, whom he saw as a loving parent. Francis saw his life as a continuous conversion from sin to a life lived in gratitude for God's love. Many described the conversion of Clare from "the good to the better." The Franciscan life today remains one of on-going conversion. There is always an unfinished quality to this conversion until we enter into the Reign of God.

"He gleamed like a shining star in the darkness of night and like the morning spread over the darkness. Thus, in a short time, the appearance of the entire region was changed and, once rid of its earlier ugliness, it revealed a happier expression everywhere." Thomas of Celano, *The Life of St. Francis*, 37

**8) Franciscans are called not only to change themselves but also to be agents of change in the larger community.**

Francis began his conversion in the Church of San Damiano, when he heard the crucifix challenge him, "Francis, repair my house, which as you see is falling into ruin." Throughout the course of his life, he realized that the "house" that was in need of repair was his own contemporary society and Church. Today Franciscans are still called to evangelize by their example, both in society and in the Church. Following the examples of those who have gone before us, we accomplish this task in a spirit of service and humility, giving "testimony in word and work that there is no all-powerful one but the Lord" (Letter to the Whole Order).

## e. How FAN does its work (from the foundational documents)

### From the Foundational Documents: First Meeting of FAN – Core Values statement

- VALUE STATEMENTS (How we do our work...)
  - Our means of doing advocacy will not dehumanize or demonize those with whom we disagree on policy matters.
  - Our advocacy will use the lens of the preferential option for persons who are poor or marginalized to evaluate policy decisions. If persons who are poor or marginalized, including creation, will not fare better after an action for change, then we cannot support the legislation.
  - Our efforts will always be within a framework of the consistent ethic of life.
  - Our efforts will be done in a manner that is non-partisan and with the hope that the legislation for which we advocate will come with bipartisan actors. This is both a value of proper relationality and a way of seeking greater effectiveness.
  - We recognize that there are policies in the U.S. which result in actions that are unjust to people and the larger creation, and that many of us in the U.S. [appear to] benefit from this injustice. Thus, as we attempt to shape policy, we must also seek to work on our own repentance and reconciliation in the larger social sphere.
  - We will work in a collaborative and consultative manner both within the Franciscan family and with partners for social transformation in the religious and secular worlds. We recognize that it is impossible to advocate alone.
  - We seek to balance the desire to be prophetic in our call for social change with the desire to make noticeable improvements in peoples' lives and the larger creation. This requires that we have a long view of the changes in society that will bring the Gospel's prophetic \_\_\_\_\_ (*missing word*) into existence; that we recognize that by advocating in "small steps," we move towards this reality.
  - Our underlying value is love for humanity and the fullness of creation. The ability of love in action is our method and process of attempting to actualize how St. Francis and St. Clare lived in their effort to follow in the footsteps of Jesus.

## f. Executive Director Job Description

The Executive Director of FAN will work, along with the President and the Board of Directors, to assure that the organization implements a strategy to achieve its mission. The Executive Director will be responsible for: Board Development and Management; Fundraising and Development; Public Relations and Communications; Staff Recruitment and Management; and Fiscal Management. He/she will be the face of the organization, responsible for giving the proper strategic direction and implementing a high quality vision.

### Administrative

- Works with Board of Directors in order to fulfill the organization's mission.
- Oversees the day to day operation of FAN.
- Recruitment, employment and release of all personnel, both paid staff and volunteers.
- Ensuring that job descriptions are developed, that regular performance evaluations are held, and that sound human resource practices are in place, as expressed in the employee handbook.
- Encourage staff and volunteer development and education, and assist program staff in relating their specialized work to the total program of the organization.
- Maintain a climate which attracts, keeps, and motivates a diverse staff of top quality people.

### Fundraising/ financial

- Responsible for the fiscal integrity of FAN to include submission to the Board of a proposed annual budget and monthly financial statements, which accurately reflect the financial condition of the organization.
- Responsible for fiscal management that generally anticipates operating within the approved budget, ensures maximum resource utilization, and maintenance of the organization in a positive financial position.
- Responsible for fundraising and developing other resources (grants) necessary to support FAN's mission.
- Develops ongoing relationships with foundations consistent with FAN's mission. Works with staff to write and submit grant applications.
- Supervision of all plans, in efforts to build a fundraising base inclusive of Members, Institutional Members, Private Donors, Foundation Funding, In-Kind Goods and Services as well as oversight of the implementation of fundraising plans; including researching funding sources, establishing strategies to approach funders, submitting proposals, and administrating fundraising records and documentation.

### Relationships

- Executive Director is crucial in developing new and maintaining existing relationships with many organizations and individuals, including but not limited to:
  - Institutional Members and Communities (52)
  - Franciscan Parishes (250 approximately)
  - Franciscan Schools, colleges, universities (21)

- Individual Scholars
- Franciscan Federation
- Franciscans International

#### Faith Groups

- DC Catholic Coalition
  - Maryknolls
  - Columbans
  - Sisters of Mercy - consistent partner on multiple issues
  - Pax Christi
  - Sisters of Good Shepherd
  - Leadership Conference of Women Religious (LCWR)
  - Conference of Major Superiors of Men (CMSM)
- USCCB
  - Justice for Immigrants (JFI)
  - Coalition of Catholic Organizations Against Human Trafficking (CCOHT)

#### Environmental Justice/Climate

- Global Catholic Climate Movement (Steering Committee)
- Catholic Climate Covenant (Steering Committee)
- GreenFaith
- Creation Justice Ministries
- National Religious Partnership for the Environment (NRPE)
- Evangelical Environmental Network
- Center for Earth Ethics

#### Faith groups we work with on multiple issues

- Evangelical Lutheran Church in America (ELCA)
- Episcopal Church Climate
- Friends Committee on National Legislation (Quakers)
- Church World Services
- Poor People's Campaign
- American Friends Service Committee (AFSC, Quaker)
- Religious Action Center (RAC, Jewish)
- Islamic Society of North America
- Shoulder to Shoulder (Muslim-Christian Relations)
- National Religious Coalition Against Torture (NRCAT)

#### Immigration

- Interfaith Immigration Coalition (IIC)
- National Council of Churches
- Washington Interfaith Staff Committee (WISC)
  - Coalition of over 75 faith orgs that work in DC
  - Come together on monthly basis to collaborate, share information

- Subcommittees within on all major issues
      - Money in Politics - FAN heads working group
      - Involved in working groups for Racial justice, immigration, environmental justice
  - Heads of Washington offices (HOWO)
    - Heads of the Washington offices of WISC faith communities mentioned above
    - Meet monthly to collaborate on multiple issues
    - Occasionally legislative visits as a group
    - Sign on letters

#### Secular

- People for the American Way (PFAW)
- World Wildlife Foundation
- Sierra Club
- Public Citizen
- Edison Electric Institute
- Democracy Initiative
- Common Cause
- 350.org
- Unity Productions Foundation (UPF)
- Service Employees International Union (SEIU)
- Unite Here (Labor union)
- Center for American Progress (Faiths United Against Gun Violence)

#### Current Policy Initiatives

- Franciscan Solidarity Tables (FST's)
- Living the Change
- Just Transition with power companies
- Money in Politics

#### Issues

- Consistent Ethic of Life
  - Organize around March for Life, Bring Franciscans together to march together. (9 years)
  - Participated and spoken at rally's on topic
- Peace making
  - Muslim-Christian Relations (Sultan and the Saint)
    - Partnership with UPF for 4 years
    - Leader on the topic
    - Involved in circulating petitions, signing letters on Islamophobia
    - Part of organizing marches and protests on the issue
  - Pace e Bene

- Support annual peacekeeping events
  - Gun Violence Prevention
    - Support Faiths United Against gun Violence
    - Circulate information, petitions, etc.
- Environmental justice
  - Leader on topic - Main issue, takes great portion of time
  - One of the lead faith organizations coordinating events, rallies, marches, etc.
  - Living the Change - currently ongoing
  - Just Transition - currently ongoing
- Poverty
  - Supporter of this issue, sign on to letters
  - Raise awareness on connections between poverty and all other issues
- Human Trafficking
  - Supporter on the issue
  - Done work with Fair Trade (Equal Exchange)
- Immigration - Refugee
  - Leader on this issue, takes a great portion of time
  - Work in collaboration with IIC, JFI and others
  - Taken the lead in organizing and participating in actions
  - Participate in multiple Hill visits, letter writing, promoting local in-district visits
  - Have taken part in visits to the border
  - Lead faith organizer on Fast for Families, Catholic Day of Action, etc.