

# Commissions, Committee and CNSA

## 2020 National Zoom Chapter Due to COVID 19

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## 2020 Annual Report of 1-800 Francis Coordinator

August 12, 2020

Dear Brothers & Sisters in St. Francis,

I have been blessed to serve our Order in this capacity since Oct. 2019. From Oct. 2019 till the end of May 2020 I responded only to "1-800" phone calls. In June Jane DeRose Bamman, OFS asked if I would consider responding to the NEC website emails & I agreed.

I still have had no expenses because calls are routed through my home phone with Comcast & all mailings are done via email.

Statistics: from Oct. 2019 and Aug. 10, 2020 I have processed approximately

100 phone calls & 20-25 website emails

Since the start of the Covid pandemic in March, I had 6 calls in Mar. & Apr.; between May 10 & Aug. 10, there were the 20+ emails & 50 +/- calls.

Of the 125 contacts:

2 bequests to OFS

2 – 3 requests re Database information prior to 1970's

10 – 15 requests re purchasing Tau crosses or Red Rule Book

Balance/ approx. 100+ contacts re vocations to the OFS or transfers to new fraternity because of a move – several were requests for fraternities outside the US & I forwarded these to Awilda

Respectfully submitted,

*Terri*

Theresa "Terri" Leone, OFS  
1-800 Francis Coordinator





Jane DeRose-Bamman &lt;ofsusasecretary@gmail.com&gt;

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## Annual Reports

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**Thomas McNamara** <trmcnamara@yahoo.com>  
Reply-To: Thomas McNamara <trmcnamara@yahoo.com>  
To: Jane DeRose-Bamman <ofsusasecretary@gmail.com>

Thu, Jul 30, 2020 at 11:55 AM

A remarkable year! Many things have changed. That's **history** for you! Never sits still...

My work this year has focused mostly on groundwork for the new History book. Without freedom to travel I've had to change my research strategy. The main work of researching has been completed though there seem to be endless questions to answer. I will begin a period of focused interviewing based on my research and should be ready to compile the draft beginning around Christmas. I hope to have the draft completed and submitted to TAU Publishing for review and final edits by the end of March. May is still my hoped-for date of publication but I'll need to know if the NEC needs to do a review and give final permission before the text is released. I can prepare "tear sheets" of portions of the text for anyone who would like a preview. I suppose many things can still impact my timetable, including the overall quality of my work. So these reviews and suggestions are welcome.

In addition to reading and writing I've been able to share some good conversations with our National Archivist and still hope to travel to visit the Archive whenever Covid19 is brought under control. I'm not really eager to expose myself unnecessarily. I had a health scare this month which turned out to be no problem, much to my relief and gratitude. If it turns out that publication must be delayed I'm comfortable with that. More time researching can only improve the results.

Except for my own local work with fraternities in our Region and my continued work in our Regional Archive, I've pretty much stayed home. I will be submitting my annual budget based on expectations that may or may not play out. So far I've had no need in 2020 to spend National funds for the research since I've been able to make good use of internet resources avoiding the membership expenses I projected last year. I was planning on buying a subscription on Zoom and building connections that way but recently was told that the company does not support Catholic values and have decided to look into other online resources and tools.

All and all I have a very positive feeling about the history project and plan to continue as I outlined previously, making whatever adjustments are required in the coming year. Please don't imagine that lack of spending equates with lack of progress! I am very pleased with the results so far and expect it to produce a useful book. I can go so far as to recommend adding a History module to any formation program at any level. Your continued prayerful support is most appreciated.

Stay safe everybody! Tom McNamara

*Thomas R. McNamara, OFS*

*Change is the law of life, and those who look only to the past or present are certain to miss the future. JFK*

[Quoted text hidden]



## 2020 Annual Report-- National Archives

Visiting our National Archives at St. Bonaventure University in New York was impossible this year. The University was shut down and the quarantine mandate for entering the state was in place.

Tom McNamara and I, nonetheless, have kept in touch with regards to our plans for Quinquennial 2021 in Phoenix. We still talk about gathering documents and artifacts from our history to be presented in a museum-like atmosphere.

The Regional Guidelines for Archives was completed and approved this spring and will soon appear on our National website as well as Facebook. This will be a great asset to our regional archivists and those responsible for our older regional documents.

Questions still appear through email or phone calls concerning various local/regional documents we might have on file. Once travel is possible, I can check these files at SBU and can answer these requests, hopefully yet this fall or in early spring.

Recently I re-worked a spreadsheet created by Sharon Deveau my predecessor. One particular box is listed as containing Documents of Establishment for some fraternities that were sent from the OFM/TOR Provinces when we converted into Regions. Since so many of our regions span several states, it's quite a puzzle to determine which REGION these fraternities are in currently (many, I'm sure, are probably de-activated by now). Sharon's list was alphabetical; mine now lists these same fraternities by state and city of origin. Earlier today I sent this new listing to our regional archivists with an appeal to check the fraternities and reply which region they are now part of.

After receiving replies, I hope to gather the local fraternity Documents of Establishment we have in New York and send them back to their respective regions. Storage space is precious at SBU. Local and Regional information, unless it directly connects to something at the National level, should not be stored in NY.

When I can again work at SBU, I hope to continue cataloging and electronically scanning boxes of files to help preserve our precious National records for many years to come.

Respectfully submitted,  
Sharon Dale OFS  
National Archivist  
August 13, 2020





## **Conference of National Spiritual Assistants**

### **CNSA Annual Report 2020**

#### **I. SERVING THE NATIONAL FRATERNITY**

THIRD ORDER REGULAR:	Christopher Panagoplos, T.O.R., President-in-turn
FRIAR MINOR CONVENTUAL:	Christopher Shorrock, O.F.M. Conv.
FRIAR MINOR CAPUCHIN:	Alexander Escalera, O.F.M. Cap.
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-)*

2020 has been a remarkable year for the CNSA, along with the rest of the family. In an Order that thrives on fraternity, the indefinite postponement of our face-to-face meetings poses a serious challenge. The challenge of this physical separation has been met largely with the use of technology. While it is certainly no substitute for our gatherings in person, technology has helped us stay connected.

The task of pastoral assistance has changed focus from Pastoral Visitations, witnessing elections and providing workshops, to offering encouragement and spiritual guidance in a strange new reality, through online presence and recorded reflections.

#### **II. CHANGES IN CNSA STAFFING**

- The CNSA welcomed **Fr. Christopher Shorrock, O.F.M., Conv.**, who was appointed in November of 2019. Fr. Chris hails from Australia, and is currently living in Milwaukee, Wisconsin. He is the former National Spiritual Assistant to the OFS National Fraternity in Australia, holds a doctorate in Theology, and taught at the Catholic Theological College in Melbourne, Australia, and the Franciscan International Study Centre, Canterbury, UK. He is currently an adjunct lecturer at Sacred Heart Seminary and School of Theology in Hales Corner, WI.

#### **III. CNSA MEETINGS**

- October 16 & 18, 2019 – NAFRA Chapter – Meeting of CNSA during Chapter
- January 21-22, 2020 – CNSA meeting - San Damiano Retreat Center, Danville, CA
- April 30, 2020 – CNSA Meeting (Zoom Call)
- June 1, 2020 – CNSA Meeting (Zoom Call)
- June 25, 2020 – CNSA Meeting (Zoom Call)
- July 16, 2020 – CNSA Meeting (Zoom Call)

#### **IV. NEC MEETINGS**

Father Christopher Panagoplos, T.O.R., participated in multiple Zoom calls for the NEC throughout the spring and summer months, and Fr. Christopher, Fr. Jerome and Br. Alexander attended the 2019 Chapter in Corpus Christi, TX.

*“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. Statutes for Spiritual and Pastoral Assistance in the Secular Franciscan Order (hereafter Statutes 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; Statutes 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
11/8-9/2019	Our Lady of the Angels	Fr. Jerome Wolbert, OFM	Dennis Ross, OFS
11/23/2019	St. Margaret of Cortona	Fr. Jerome Wolbert, OFM	Josh Molidor, OFS
1/17-19/2020	St. Francis	Fr. Jerome Wolbert, OFM	Donna Hollis, OFS
2/7-9/2020	St. Thomas More	Br. Alexander Escalera, OFM Cap.	Josh Molidor, 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
11/16/2019	Holy Trinity	Deacon Will Tribbey, OFS, (delegate)	Mary Bittner, OFS
2/21-23/2020	St. Junipero Serra	Br. Alexander Escalera, OFM, Cap.	Josh Molidor, OFS

## VII. REQUESTS FOR CANONICAL ESTABLISHMENT OF NEW FRATERNITIES

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

- Joyful Servants, St. Clare Region, Jefferson City MO, Sacred Heart Province, OFM
- St. Mary, St. Junipero Serra, Stockton CA, St. Barbara Province, OFM
- San Damian, Gaithersburg MD, St. Augustine Province

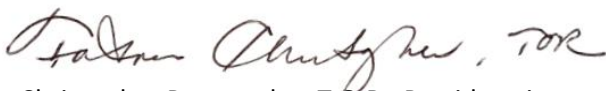
Establishment documents were prepared and sent to the respective Regional Ministers.

## 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)
- Fr. Christopher Panagoplos and Fr. Jerome Wolbert attended the Formation Course for National Spiritual Assistants given in Rome, Italy, on 11/11-15/2019 by the Conference of General Spiritual Assistants.

- The CNSA and the NEC worked together to resolve regional issues.
- Fr. Christopher is invited to speak at the August 21-22, 2020 Regional Formation Directors Workshop, which will be held virtually.
- Gathered feedback on priorities set at our August 26-29, 2019 Life-Giving Union – Discernment and Discussion gathering, and solicited volunteers to brainstorm the 1<sup>st</sup> priority, now called the Franciscan Family Forum. Work is continuing on the vision, mission and process for how to proceed with this initiative. The sessions with the volunteers, and the working group that was delegated to draft the charter, are being facilitated by Fr. Jack Clark Robinson, OFM, and Sr. Agnes Marie Regan, OSF. The CNSA is pleased that the “family” has taken ownership of this project, as it was meant to involve all branches of the family.
- The CNSA with the assistance of the NEC, has invited Fr. Frank Scornaienchi, T.O.R. to be a part of the Franciscan Family Forum, representing the Franciscan Federation as well as the T.O.R. Friars. Fr. Tom Betz, OFM Cap., Sr. Jane Sorenson, OSC, and Fr John Elmer, OFM Conv., have also been invited to represent the OFM Capuchin Friars, Poor Clares and the OFM Conventual Friars. With these new additions, the Forum will be representative of all branches of the Franciscan family.
- Sent out a list of “frequently asked questions” for review and comment regarding SA Handbook contents to the Regional Spiritual Assistants, Regional Ministers and NEC. In addition, since the CNSA will be working on the SA Handbook revision in increments, priorities were solicited to help structure the work. The Canonical Establishment of a Fraternity was a clear priority for revision.
- Created a separate document for the ***Handbook for Spiritual Assistance, Canonical Establishment of a Fraternity*** using the sections of the 2012 SA Handbook specified for this topic in the new outline. These sections were reviewed, revised and reformatted by the CNSA, and the NEC review of the document is well underway. The NEC feels that this section should be published as a separate document, given the need for several clarifications on the process of establishing a new fraternity, and other related topics in this section.
- Published the “Clarification on Same Sex Attraction and Sexual Identity Issues”.
- Fr. Christopher Panagoplos participated, with the NEC, in the review of the draft of the International Statutes requested by CIOFS. This work extended over several weeks with frequent review meetings.
- Enhanced and updated the CNSA section of the National Website to include our new OFM Conventual conference member, Fr. Chris Shorrock, and materials from the Formation Course for National Spiritual Assistants (11/11-15/2019).
- During the Pandemic, Fr. Christopher Panagoplos has been recording Sunday and Feast Day homilies, which have been posted to the National OFS Facebook page. They are widely viewed and appreciated.

May God give you His Peace,



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

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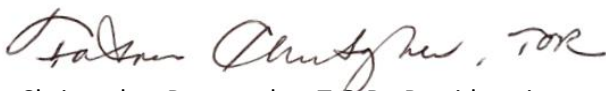
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**09/25/2020**

## **CNSA Budget**

There are three sources of funds for the CNSA budget annually.

Since 2013 the CNSA budgets have included a donation from NAFRA for \$8,000 annually. Usually the branches of the Friars donate \$1000 annually to the CNSA account (OFM, OFM Conv., OFM Cap., and TOR). Some years it has been \$3,000.

The CNSA receives some funds from Smoky Valley quarterly for the sale of the Handbook of the Spiritual Assistance for OFS and for Franciscan Family Connections. These range from \$2000 to \$2500 total annually. Since November, the total expense of ordering the books to be printed ahead of the sales has been \$4,800.

The expenses during the last two year have including:

Travel and donations to the CIOFS Workshop for National Spiritual Assistants were among the expenses of the CNSA budget. Fr. Christopher and Fr. Jerome represented the USA in November 2019, Rome, Italy.

The CNSA and NAFRA contributed to the “Life Giving Union” conference, August 2019. This included a stipend for the Keynote speaker and travel for the Keynote and travel for the CNSA members.

The CNSA had meetings three times in 2018 and 2019. The Executive Secretary participates in each meeting. The Treasurer participated two times per year. The location of the meetings has been a Retreat Center that included meals. Travel, room and board are expenses of the CNSA.

The CNSA Friars and Miriam traveled to the NAFRA Chapter in 2019 and 2018. CNSA cover the flights of the Friars, except the President –in-turn. CNSA covered the registration and flights for the Executive Secretary.

In January, 2020, the CNSA had a Directed Retreat. A stipend was donated to the Retreat Director.

When the Friars have a meeting, they usually have a one day workshop for the local Spiritual Assistants. There is no fee for the participants unless lunch is included, then the fee covers the lunch.

Office expenses are reasonable. The most expensive part has been the records that have been boxed and mailed from two past Secretaries.

In 2020, a Zoom account has been purchased for the CNSA to meet monthly and for the work two to three times per month on the Handbook revisions. Also the Franciscan Family Forum uses the Zoom account.

So far the donations from NAFRA have been helpful and very much appreciated. There is no need for an increase in support for CNSA this year due to the Zoom meetings. If you need more information, I can provide it.

Thank you.

Mary Frances Charsky, OFS  
CNSA Treasurer







# 2020 Computer Committee Report

- Who is on the team
- What we did last year
- Plans for this year



# Who is on the Team

- Robert Herbelin, OFS
- Dan Mulholland, OFS
- Cyl Maljan-Herbelin, OFS
- William Mussatto, OFS
- Patricia Philipps, OFS
- Stephen Shields, OFS
- Neal Verzwuyvelt, OFS



# What we did last year.

- Made progress reviewing and evaluating existing programs.
- Modified existing programming to:
  - Current programming standards
  - Resolved existing program deficiencies
  - Integrated elevated security validation
- Activated revised login procedure
  - Auto password reset.
  - Improved security by replacing plain text with encrypted passwords.
- Evaluated reports to use set profession status rather than calculated.
- Piloted Active Excused with start and review dates to individual records.



# What we plan to do next year.

- Evaluated reports to use set profession status rather than calculated.
- Finalize Active Excused with start and review dates to individual records.
- Continue to Modify existing programming to:
  - Current programming standards
  - Resolve existing program deficiencies
- Move selected reports from GUI to live.
  - Evaluate reports for usefulness and efficiency
- Look into qualification as a non-profit
  - low cost use of premium software
  - Is it available at multiple organizational levels?



## **OFS-USA-EIC Report**

**August 18, 2020,**

### **Committee Members**

Mike Carsten OFS Chairperson

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 21 – 23, 2020
  - **CANCELED DUE TO COVID19**
- CADEIO Leadership Institute
  - July 7 – 17, 2020
  - Summer Institute was Held July 7 – 14 Via ZOOM. Attended this year by committee member Kelly Moltzen OFS. Her recap can be seen in the upcoming Summer Issue of TAU-USA.
- OFS-USA-EIC Annual Committee Meeting
  - Meetings are being held by ZOOM Video Conference
- Joint Committee on Franciscan Unity (JCFU) Annual Meeting
  - August 20 – 22, 2020
  - Will be held via ZOOM Video Conference.
  - At this meeting the Chair of the OFS-USA-EIC assumes leadership for three year term of the Chairperson of the JCFU.
- Ecumenical Relations,
  - Order of Ecumenical Franciscans (OEF) –
    - I am in regular dialogue with several members of the leadership team.
    - I attended the OEF 2020 ZOOM Chapter.
  - Third Order Society of St. Francis (TSSF)
    - I will be attending their ZOOM Chapter in October.
  - Important to realize and know that several brothers and sisters have shared their feelings of loss as experienced in their respective orders regarding the OFS's lack of invitations to our chapter gatherings.
- EIC – Video Conference
  - The Committee held its first "Ecumenical Interfaith Video Conference". July 21, 2020. It is my hope to hold at least one or two of these conferences every year in the future.
- Many Zoom meetings with the JCFU
- Zoom Meetings with the OFS-USA-EIC
- Updating web site
- Updating Facebook
- Updating Twitter

Please see attached written 2020 Annual 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



## Joint Committee on Franciscan Unity 2020 Report

A Report to the Minister and Chapter of the Order of Secular Franciscans (OFS), the Third Order, Province of the Americas, Society of St. Francis (TSSF), the Order of Ecumenical Franciscans (OEF), the Order of Lutheran Franciscans (OLF), and the Order of Franciscans of Reconciliation (OFR).

July 15, 2020

Since its inception in February of 2004, the Joint Committee on Franciscan Unity has believed:

“For the sake of creation, we are called to bear witness to the essential unity of the church, the Body of Christ, by working towards Franciscan unity in all of its expressions. We will achieve this through dialogue and collaboration among the Orders which follow Christ in the tradition of Francis and Clare.”

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

Per Chris Markert, the Minister General for the Order of Lutheran Franciscans has graciously agreed to continue covering costs and maintain the website for another three years. A link to our Facebook presence is also found on the website.

The Joint Committee is proud to have join our ranks Debbie Kendall & Ron Youngerman representing the Order of Lutheran Franciscans (OLF). They have agreed to serve a term of at least three years. Their enthusiasm for the Committee work is evident. They will surely make great additions to our unifying efforts within the Franciscan world.

The Joint Committee was notified on February 13th, 2020 by Fred Ball, the Minister General of the Order of Franciscans of Reconciliation (OFR), that they are to rescind their involvement with the Joint Committee for now. It was expressed that as much as they love the vision (as Fred Ball was one of the founding members), it's simply not a viable option for their Order which is still fewer than 10 professed and noviced members. We extend to OFR our prayers for the health of their members and continued growth in numbers.

On February 25th, 2020, the Committee was notified by Jahiro LeFevre, OEF that he will be stepping down as an OEF representative for the time being. He has been part of the Joint Committee for about four years and now felt the need to shift his attention around to other things. The OEF council has been notified of this decision, and upon much prayer and discernment, have invited Ron Nuss-Warren to represent OEF on the Committee for at least three years. Ron Nuss-Warren has been professed with OEF since 1988 and will serve as a wonderful addition to the Joint Committee's ongoing work. Ron will officially begin after Jahiro has stepped down during the annual committee meeting in August at which time the leadership will be turned over to OFS for a three year term.

## Joint Committee on Franciscan Unity 2020 Report

### Page 2

Until this past year, the Joint Committee produced conferences throughout the United States, designed around The Elements of Franciscan Unity, bringing together the leadership of now the five sponsoring Orders to reflect on and discuss those Franciscan principles we hold in common regardless of our ecclesial identification. Those conferences have been enthusiastically received, and have served to further our mission to broaden our understanding of each other and to deepen our relationship.

At its Annual Meeting last August 2019, following much prayer, discussion, and listening to each other, the Joint Committee discerned that the 2020 conference again should be based on the Franciscan Elements we hold in common between our respective Orders.

The conference was to be held from Friday afternoon, May 21 through Saturday afternoon, May 22 at the Franciscan Renewal Center in Scottsdale, AZ. The theme of the conference was "Together for the Sake of Creation: How can we bear witness as Christian Franciscans in the fabric of our world?" Due to the COVID 19 pandemic the Committee collectively decided to cancel the 2020 conference and the Franciscan Renewal Center was notified requesting a refund.

2020 Annual Meeting of the Joint Committee was slated for August 20-22, 2020 at the Pallotine Renewal Center 15270 Old Halls Ferry Rd Florissant, MO 63034 to begin the plans for the upcoming year. Once again due to COVID 19 health concerns the Joint Committee has agreed to meet by Zoom for up to three sessions consisting of two hours each, in order to begin planning for the upcoming year.

And last, I wish to express my deep gratitude to the respective Chapters for their on-going financial support of this valuable and mutual ministry, and continuing to encourage members of their Order to attend the Elements of Franciscan Unity conferences when it occurs in their area.

Current members of the Joint Committee on Franciscan Unity are:

Beverly Hosea, TSSF  
Masud Ibn Syedullah TSSF  
Debra Snider-Scott, OEF  
Jahiro LeFevre, OEF  
Donna Hollis, OFS  
Michael Carsten, OFS  
Debbie Kendall, OLF  
Ron Youngerman, OLF

Respectfully submitted, July 15, 2020

Br. Jahiro LeFevre, OEF, Convener





Franciscan Youth and Young Adult  
Commission Chair Report  
August, 2020

- Met via Zoom many times (unable to meet in person due to COVID-19) to plan goals and animator training workshop.
- Met with CNSA to discuss Safe Environment requirements.
- Invited animators to an animator training, but later canceled due to pandemic.
- Wrote a chapter for the new formation manual.
- Wrote articles for TAU-USA, *Accompanying Young People: Looking Back, Looking Forward; Moving Forward: It's Up To Us*
- Continued to submit *Monday Messages to and from Youth* on Facebook.
- Completed Formation Sessions: *Living a Gospel Life: Walking in the Steps of Jesus and Saints Francis and Clare of Assisi* (faith development sessions based on the Articles of the Rule of the OFS) and *Canticle of Creation* (faith development sessions based on the Canticle prayer)
- Helped plan the FY/YA component for the Quinquennial (which has since been postponed).
- Worked with NEC on updating National and International Statutes, and contributed ideas for the update of the Spiritual Assistants' Handbook, especially regarding safe environment requirements.
- Are still in the process of developing a Franciscan Youth and Young Adult website.
- Presented an eleven week FY/YA animator training series of Zoom gatherings that will be completed by Chapter.
- Created a Formation Program Outline that clarifies the goals, methods and topics (in human, Christian, and Franciscan life) that accompany each stage the young people will experience in YouFra).
- Created a Request for Establishment form that is to be submitted to the National Commission, and a Certificate to send to newly established YouFras.
- Our phoning and discussions with animators has revealed that we now have two officially established Youfras, four JuFras (Spanish speaking youth fraternity is called JuFra) working on getting established, one Emerging JuFra and one Emerging YouFra. Many regions are attempting outreach to youth and Young adults and putting into practice the ideals discussed in Zoom training sessions.
- Recorded Zoom presentations are now on the youth page of the national website along with formation materials and FY/YA Essential documents.



## Justice, Peace and Integrity of Creation Commission

### U.S. Secular Franciscan Order

### National Commission Report for 2020

**NOTE: During the late hours of October 31, 2019, my mother suffered a stroke. I became a full-time caregiver.**

**In March 2020, the world began to shut down due to the global corona virus pandemic.**

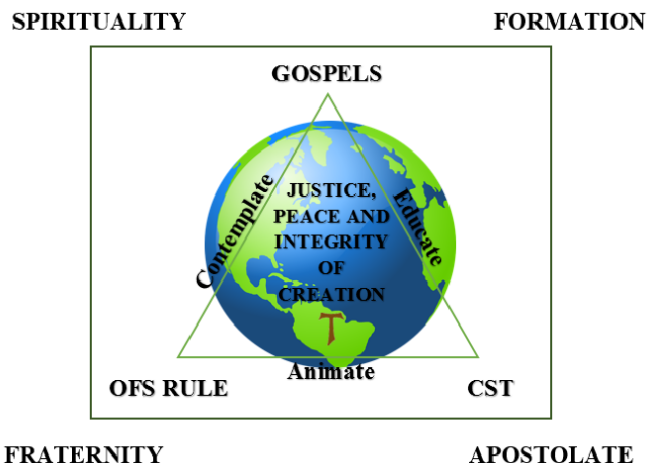
- ✠ National Monthly JPIC Commission Calls
- ✠ National Executive Council & Commission Chairs Zoom calls
- ✠ July Zoom Meeting – NEC, CC & CNSA
- ✠ Monthly Franciscan Action Network Solidarity Tables Calls
- ✠ Attended numerous webinars, conferences and lectures via Zoom or GoToWebinar
- ✠ Attended numerous meetings via Zoom or GoToMeeting
- ✠ Presented at various fraternities and regions on Racial Justice & Mindful Dialogues
- ✠ August: Pace e Bene Nonviolent Training Zoom Session

- ✠ Sent JPIC Letters & Emails to National Family:
  - New Year's Letter
  - Lenten Letter – with H2O Project Appeal
  - World Water Day Letter – with a second H2O Project Appeal
  - Easter Letter – with call for JPIC Award nominations
  - Email Creation 3, 2, 1 e-zines (April – August)
  - Laudato Si Year Email
  - Pentecost Letter – with 2<sup>nd</sup> call for JPIC Award nominations
  - Email re: 3<sup>rd</sup> and final call for JPIC Award nominations
  - Emails re: National JPIC Visioning initiative of JPIC Focus Groups
  - Announcement of 2020 recipient of Justice, Peace and Integrity of Creation Award – Monica Olivera, OFS from Juan de Padilla Region
  -

- ✠ National Justice, Peace and Integrity of Creation Visioning II Gathering: May 8 & 9, 2020 via Zoom. About 36 national leaders came together to continue our conversation about what Justice, Peace and Integrity of Creation needs to look like in the United States – in the current times. The idea of JPIC Focus Groups came up as a way to educate and communicate about certain social justice issues: Immigration, Care for Creation, and Spirituality and JPIC.

Less than three weeks later, the world was shocked at the brutal killing of another unarmed Black man by police. Perhaps, because people were sheltering at home due to COVID-19, and there were no sporting events to distract, people were able to see the killing unfold on TV and on social media.

This led to the outpouring of Seculars all over the country crying out, “What was theirs to do?” I was inundated with emails, text messages and phone calls from brothers and sisters looking for answers. Out of this outcry came the fourth JPIC Focus Group: Mindful Dialogues.



The Focus Groups and Facilitators:

**Care for Creation** – Michael Huck, OFS, JPIC Animator, Mother Cabrini Region

**Immigration** – Donna Hollis, OFS, National Councilor, Our Lady of Guadalupe/Empress of the Americas Region

**Mindful Dialogues** – Carolyn Townes, OFS, National JPIC Animator, Brothers and Sisters of St. Francis Region

**Spirituality and JPIC** – Patricia Grace, OFS, JPIC Animator, St. Francis Region

(Patricia's group met via Zoom on Saturday, July 25<sup>th</sup> with 22 participants in attendance.)

- ✠ Emails and phone calls with Regional and Local Fraternity Ministers and JPIC Animators concerning different issues; especially racial justice and having civil dialogues. The members were asking about a national statement on racism. The National Commission on Justice, Peace and Integrity of Creation issued a statement on racism in early June and I sent to our members along with a special edition of my Animator Notes on racism. The feedback has been good and I have heard many fraternities using the Animator Notes as ongoing formation for starting the conversation about racism.
- ✠ I began the JustFaith series, Faith & Racial Equity for the National JPIC Commission and members of the National Executive Council. The series runs 9 weeks and from it I will begin the process of offering a similar program to any of the members.

Humbly and peacefully submitted by,

**Carolyn D. Townes, OFS**

National Animator

Justice, Peace and Integrity of Creation Commission



**Formation Commission members:** Justin Carisio, OFS, Francine Gikow, OFS, Layna Maher, 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 provide ongoing formation at the 2020 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. This was the second time. We plan to continue this practice.
- Commission members are maintaining contact with Regional Formation Directors
- **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**—We have been using the NAFRA-FORM to keep our RFDs informed. One of the main items being shared is the **Formation Friday** post each week. RFDs are encouraged to share with local formation directors.
- **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 and NAFRA-RM.
  - **We also have provided a regular series on quotes from the Early Sources**
- **TAU PERIODICAL**-
  - The Commission members have volunteered to rotate as authors of the formation article for the TAU each quarter. Each member has offered an article. We are starting on the second round.

## **COMMISSION WORK ON OTHER PROJECTS**

- **National website:** Formation materials are now available on the National website and will continue to be updated as our new materials are published.

## **VISIONING/Formation Materials Project**

- The Visioning Team is well into our work on the new formation materials—As a result of our visioning workshops we found that we needed to rework the entire FUN Manual.
- There will now be two texts:
  - For Orientation and Inquiry: **LET US BEGIN**
  - For Candidacy: **FOR THIS YOU ARE CALLED**
- We are also working on a **companion guide for the formator** containing ideas for presentation of the chapters along with extra material that can be used to make the chapter come alive and encourage transformation.
- Writers have been working on updating FUN Manual chapters for inclusion in the books

- **New chapters have also been added.** For example, we now have a section called **“First Steps”** to be used prior to Orientation. In **Orientation** we have new chapters on **Jesus** and **Living our Faith**. At the end of Orientation, we have added a chapter called **“Stop and Reflect”** to strengthen the discernment process.
- In the **Inquiry phase**, we have added chapters on **Prayer**, the **Franciscan approach to scripture** and the **Early Documents**. At the end of Inquiry, we have added a **“Conversion Retreat”** that can be used as a personal day of reflection or a group retreat.
- In the **Candidacy phase**, we have added chapters on being **Messengers of Peace**, **Franciscan kinship in fraternity**, a dedicated chapter on the **Constitutions**, **Youth**, Evangelization, **servant leadership** and, prior to profession a **commitment retreat**.
- The Visioning team (NFC plus Jan and Mary) has been working tirelessly on this project, sometimes meeting virtually 3 times a month. We are making progress even though we have not been able to meet in person due to Covid19.

## COMMISSION MEETINGS

- The Commission meets at least once a month in addition to visioning meetings.
- In June, July and August, we met often to plan our **Regional Formation Director Workshop** to be held in Zoom format at the end of August 21-22, 2020..
- We have invited Regional Formation Directors and two members of each regional formation team. The NEC was also invited. Registration has been excellent. We expect close to 100 participants for our virtual workshop.
- The plan for the workshop will include a keynote and three plenary sessions. The third plenary session will be a panel discussion based on questions submitted by the RFDs. There will be time during the workshop for individual break out groups, general sharing and questions and comments.

## Goals for 2021

- **If there is no Quinquennial in 2021, we plan to have another Regional Formation Director Workshop**
- **Visioning/Formation Materials Project will continue—Working on the new formation materials will be the main focus of 2021.**
- **Continue and increase communication with RFDs**
- **NFC availability to regions to assist with formation programs**
- **Continue to develop formation guidelines as needed**
- **Continue Formation Friday which has proved to be very popular**



## NAFRA PR report for 2019-2020

Public Relations co-chairs Robert and Mary Stronach

- Submitted articles to Tau-USA.
- Covered national chapter (taking notes and photos) and worked with additional writer.
- Produced Tau-USA special section on national chapter.
- Worked with Texas diocesan newspaper on national chapter articles/photos.
- Updated [quinquennialcongress.org](http://quinquennialcongress.org) website.
- Produced *Vox Franciscana* magazine for CIOFS Presidency.
- Launched and maintained new website for CIOFS ([ciofs.info](http://ciofs.info)).





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

Submitted 2020

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, co-chair, Steve Roszhart, ofs, Jan Parker, ofs, Mary Bittner, ofs, Br. Bob Brady, ofm, and Susan Simeone ofs. Kim Herndon is the new Vendor Coordinator (July 2020) and will join Zoom conferences from time to time. This past year we met in person for a full committee meeting in January 2020, conducted Zoom conference calls during the summer until it was recommended, we postpone the Q for one year. Our next scheduled Zoom conference call is at the end of September 2020.

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. Also ask 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**

- Registration will be electronically completed. Registrants will be able to also sign up for Breakout Sessions, purchase merchandise and more. It is ready to launch. Please note these dates will change if postponing the 20<sup>th</sup> Quinquennial is voted upon to do so.

The proposed prices for the three tiers of registration:

- Early Registration \$350 (August 1 – December 31, 2020)
- Regular Registration \$410 (January 1 – May 27, 2021)
- Late Registration \$ 475 (May 28 – July 28, 2021)

### **DRAFT SCHEDULE**

- Celebration of the Eucharist is daily
- Morning prayer and daily reflection 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
- Saturday evening – entertainment from Jesse Manibusan
- Thursday – Saturday evenings Interest Sessions and informal entertainment
- Wednesday - Saturday evening meals and breakfast begins on Thursday - Saturday
- Sunday - Travel

#### LITURGY

Liturgy Committee (Br. Bob Brady, ofm, Kathy Taormina, ofs, Tim Taormina, ofs, Donna Hollis ofs, Further discussions will continue as we move closer to the Q 2021 Congress. If under 800 then we will celebrate Mass at St. Mary Basilica.

- Time and place of prayers
- Times and place of masses
- Materials
- Auxiliary Bishop Eduardo Nevares has accepted our invitation to celebrate Mass

#### KEYNOTE PRESENTERS

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

- 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. There are at this time

- Spiritual Assistants ( 2 days)
- Young Adults (2 days)
- Ecumenical
- Prayer in Art
- Spanish speaking
- Korean speaking
- JPIC
- Wellness
- Formation

#### EVENING POSSIBLE INTEREST SESSION TOPICS

- Formation directors
- JPIC coordinators
- Treasurers
- Region Ministers
- Other

#### TRANSPORTATION TO/FROM AIRPORT

- Provided by national fraternity on Wednesday (possibly Tuesday) to hotel
- Sunday only the transport service will be available to return to the airport.

#### TRANSLATORS AND EQUIPMENT

- Three vendors have been researched and most likely will select the local vendor



- Need to wait until registration is near completion to determine how many translators and/or equipment we will need

#### VENDORS

- New coordinator since the former vendor coordinator had to resign
- All for profit vendors were sent the approved flyer
- All the non-profit vendors will receive flyer when possible postponement date is confirmed
- Local volunteers will help the coordinator before, during and after the Quinquennial Congress

#### VOLUNTEERS

- Greeters at airport
- Registration table
- Vendor table for OFS
- Little Fraternity Facilitators and placement of the fraternities within hotel
- Helpers with folks who have mobility concerns
- Collect evaluations
- Hospitality Room
- Aprons/Vests
- Tote Bags
- AV screen coordinator for keynote speakers and general assembly presentations
- Other

#### PROGRAM

- Being developed now as we obtain necessary information
- Keynote speakers entered with resume information
- Breakout speakers' presentations entered with resume information
- Seeking endorsements and ads from both Franciscans and businesses for program

#### WEBSITE AND TAU

- Quinquennial "things to know" slide is developed
- Dates and prices will be on the site
- Regularly will be updated

Respectfully submitted  
Susan Simeone ofs  
Quinquennial Congress Committee



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

The English lists are as follows:

<u>File Name</u>	<u># Records</u>	<u># Copies</u>	<u>Note</u>
TAU_USA_Intl.TAB	21 Intl	21	International
TAU_USA_Multiple.TAB	37 Mult.	127	2 or more copies
TAU_USA_Single.TAB	12,640 Single	12,640	1 copy
Total Copies		12,788	

The Spanish lists are as follows:

<u>File Name</u>	<u># Records</u>	<u># Copies</u>	<u>Note</u>
TAU_USA_SP_Intl.TAB	1 Intl	1	International
TAU_USA_SP_Multiple.TAB	9 Mult.	91	2 or more copies
TAU_USA_SP_Single.TAB	420 Single	420	1copy
Total Copies		512	

**Grand Total = 13,300**

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.

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.

The Spring 2020 issue will be the 100th issue of the TAU-USA.

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



## 2021 BUDGET REQUEST FORM

**NAME OF COMMISSION, COMMITTEE, APPOINTMENT:**

**TAU-USA Newsletter**

<b>Contact name:</b>	<b>Email Address</b>	<b>Phone Number</b>
<b>Jim Wesley</b>	<b>Jtwesley7@gmail.com</b>	<b>(805) 714-6249</b>
Budget Line Number 5120	2020 Approved Budget	\$55,700.00
<b>2021 Budget Request</b>	<b>\$55,700.00</b>	<b>2021 Approved Budget</b>
		<b>\$</b>

BUDGET REQUEST DETAILS		
	AMOUNT	AMOUNT EXPLANATION
Computer Programs		
Contracted Expense		
Meeting Expense		
Phone Expense		
Subscriptions		
Supplies & Postage		
Travel Expense: (Transportation/Meals/Hotels)	700.00	Possible meeting attendance
Websites		
Workshop / Retreat		
Other (please list)	55,000.00	See narrative A
•		
•		
•		
•		
•		
•		
•		
<b>TOTAL REQUEST</b>	<b>55,700.00\$</b>	

A. Narrative regarding amount requested for 2021 and goals to be achieved or the good of the Order.

Generally, the budget for the TAU-USA goes entirely to Printing and Mailing.

Articles, layout, editing, etc. are all done by volunteers

The budget request this year is the same as last year.

B. Narrative regarding the benefits achieved for the good of the Order with the 2020 expenditures to date and future continuing benefits.

The TAU-USA, a publication of the National Fraternity of the Secular Franciscan Order of the United States, is a vital communication link between the OFS-USA leadership and all candidates and all professed Secular Franciscans throughout the United States. The articles within the publication, while sharing the Secular Franciscan charism and vision, are intended to inform, inspire, and challenge.

C. Do you expect to complete all your goals for 2020 by December 31, 2020?

Yes

D. Signature

Jim Wesley

Date

July 30, 2020





## 2021 BUDGET REQUEST FORM

**NAME OF COMMISSION, COMMITTEE, APPOINTMENT:**

Formation Commission

<b>Contact name:</b>	<b>Email Address</b>	<b>Phone Number</b>
Diane Menditto, OFS	<a href="mailto:Diane.menditto@gmail.com">Diane.menditto@gmail.com</a>	201-446-0667
Budget Line Number 5520	2020 Approved Budget	\$21,300.00
<b>2021 Budget Request</b>	<b>\$22,650.00</b>	<b>2021 Approved Budget</b>
		\$

BUDGET REQUEST DETAILS		
	AMOUNT	AMOUNT EXPLANATION
Computer Programs	150.00	Zoom license
Contracted Expense		
Meeting Expense	7,000.00	2 regular NFC meetings in 2021 @ \$3,500 ea., travel, lodging & meals for 7 members
Phone Expense		
Subscriptions		
Supplies & Postage	100.00	
Travel Expense: (Transportation/Meals/Hotels)	4,400.00	Travel, Food & Lodging for Chair & 2 commission members to attend 2021 Chapter as presenters
Websites		
Workshop / Retreat	11,000.00	Regional Formation Director Workshop, Attendees RFDs & RSAs. Room and board covered. They will pay their own transportation. Contingent on a \$17,000. grant from DSFF
Other (please list)		
<ul style="list-style-type: none"> <li>• If there is a Q in 2021, there would not be a RFD workshop. We would request that those funds be used for the NFC to attend the Quinquennial as presenters.</li> <li>•</li> <li>•</li> <li>•</li> <li>•</li> <li>•</li> </ul>		
<b>TOTAL REQUEST</b>	<b>22,650.00</b>	

A. Narrative regarding amount requested for 2021 and goals to be achieved or the good of the Order.

The budget for 2021 was prepared with the same intentions and goals that the Commission had for 2020 which were interrupted because of the Covid19 virus.

- **Although we have not had in-person meetings in 2020, we request funds for travel for NFC meetings in 2021 in case travel becomes possible for us again. Whether we can travel or not, our major goal for 2021 is continuing to produce the new formation materials.**
- **Since there will be no Quinquennial until 2023, the amount requested for the 2021 Regional Formation Director Workshop is being requested. We are hoping that it will be possible to have an in-person workshop in August of 2021.**
- **We hope that we will be able to travel to Chapter in 2021 to provide ongoing formation.**

B. Narrative regarding the benefits achieved for the good of the Order with the 2020 expenditures to date and future continuing benefits.

Although we did not use our requested budget in 2020 because travel was curtailed, we did go forward with our planned activities via Zoom.

- **We have spent countless hours working on the new formation materials without having any face-to-face meetings. If it is possible in 2021 for us to travel, we will need the travel budget as outlined above.**
- **We planned and carried out a successful virtual Regional Formation Director Workshop in 2020.**
- **Our other activities (Social media posts, outreach to regional and local formation teams) do not require funds.**

C. Do you expect to complete all your goals for 2020 by December 31, 2020?

**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

**All of the above 2020 goals have been met. We continue to work on the formation materials. This project will continue to be the major focus of the NFC for the foreseeable future.**

**For 2021, we will also follow through on another Regional Formation Director Workshop.**

D. Signature

Date

*Deane J. Menditto, OFS*

**X September 19, 2020**

**X**





## 2021 BUDGET REQUEST FORM

**NAME OF COMMISSION, COMMITTEE, APPOINTMENT:**

**JPIC Commission**

<b>Contact name:</b>	<b>Email Address</b>	<b>Phone Number</b>
Carolyn Townes, OFS	<a href="mailto:ctownes26@gmail.com">ctownes26@gmail.com</a>	803-979-5227
Budget Line Number 5535	2020 Approved Budget	\$14,500.00
<b>2021 Budget Request</b>	<b>\$ 15,000.00</b>	<b>2021 Approved Budget</b>
		\$

### BUDGET REQUEST DETAILS

	AMOUNT	AMOUNT EXPLANATION
Computer Programs		
Contracted Expense	200	
Meeting Expense	2,000	
Phone Expense	500	To include annual Zoom subscription
Subscriptions		
Supplies & Postage	600	
Travel Expense: (Transportation/Meals/Hotels)	4,200	Include travel for David Seitz & Joe Makley
Websites		
Workshop / Retreat	7,500	
Other (please list)		
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<b>TOTAL REQUEST</b>	<b>\$15,000.00</b>	

A. Narrative regarding amount requested for 2021 and goals to be achieved or the good of the Order.

The amount requested is for justice, peace and integrity of creation education, advocacy and direct service for the Secular Franciscan Order in the U.S. The signs of the times call for more education around the issues of racial justice, dialogue, and navigating those issues according to Franciscan spirituality.

B. Narrative regarding the benefits achieved for the good of the Order with the 2020 expenditures to date and future continuing benefits.

**Benefits included the ongoing education and advocacy of JPIC to regional and local JPIC Animators and fraternities, including workshops, fraternity gatherings and days of reflection – online and virtually for the majority of the year 2020.**

C. Do you expect to complete all your goals for 2020 by December 31, 2020?

**Yes, though the creation of educational and formation materials is an ongoing process.**

D. Signature

x *Carolyn D. Townes, OFS*

Date

x **13 August 2020**





## 2021 BUDGET REQUEST FORM

**NAME OF COMMISSION, COMMITTEE, APPOINTMENT:**

*Youth Commission*

<b>Contact name:</b>	<b>Email Address</b>	<b>Phone Number</b>
Kathleen Molaro	kmmolaro@gmail.com	530-798-1023
Budget Line Number	2020 Approved Budget	\$17,000.
2021 Budget Request	\$8,000.	2021 Approved Budget
		\$

### BUDGET REQUEST DETAILS

	AMOUNT	AMOUNT EXPLANATION
Computer Programs		
Contracted Expense		
Meeting Expense		
Phone Expense		
Subscriptions	\$150.00	Zoom Subscription
Supplies & Postage	\$550.00	Copies/mailing of materials for regional FY/YA animators
Travel Expense: (Transportation/Meals/Hotels)	\$6,500.00	4 NEC Meetings, 1 Commission Meeting (for 6 of us)
Websites	\$450.00	YouFraUsa Website
Workshop / Retreat		
Other (please list)		
• SA Stipend	\$350.00	
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<b>TOTAL REQUEST</b>	<b>\$8,000.</b>	

**A. Narrative regarding amount requested for 2021 and goals to be achieved for the good of the Order.**

We may not have our one face to face commission meeting in 2021 and there may not be NEC meetings to attend due to COVID-19, but decided we should budget anyway, just in case we have the opportunity.

We've added the expenses of printing and mailing costs as we are considering providing each Regional Animator an "Essential Documents" packet. This would be something that would be passed on from the current Regional Animator to a newly appointed Regional Animator in order to facilitate consistency in expectations and guidelines.

We've added the expense of a Zoom subscription, as that has proved to be an effective and necessary tool in continuing our work both in meeting as a commission, but also in training and networking with our animators across the country. When the trainings are completed, we will continue to hold monthly Animator Zooms to help keep the enthusiasm, share ideas, offer our gifts and support, and network with one another.

We've added the expense of a website, as we feel it is necessary in reaching out to the youth and young adults themselves. We need to be easily visible and accessible to our young people, provide them links to opportunities in their areas, and help them connect to one another

**B. Narrative regarding the benefits achieved for the good of the Order with the 2020 expenditures to date and future continuing benefits.**

We only met in person once as a commission and unfortunately had to cancel our Animator Training workshop, which was half of our budget in 2020. However, we have still had a very successful year in spite of the Pandemic.

We are at this point halfway through an eleven week series of Zoom sessions for training and networking with animators around the country. Attendance has included 35-40 people each week and only a few regions are unrepresented.

We also completed our formation materials and are ready to post those along with all of our Zoom presentations.

**C. Do you expect to complete all your goals for 2020 by December 31, 2020?**

Goals were completed in an unexpected way, and not nearly as costly as expected due to the pandemic. We had a successful year and will reconsider when next to offer a gathering of animators, but obviously that won't happen before the end of the year.

**D. Signature**  
Kathleen Molaro

**Date**  
August 18, 2020

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## 2021 BUDGET REQUEST FORM

**NAME OF COMMISSION, COMMITTEE, APPOINTMENT:**

Ecumenical Interfaith

<b>Contact name:</b>	<b>Email Address</b>	<b>Phone Number</b>
Michael Carsten	Mikecars10@gmail.com	810-814-0047
Budget Line Number 5515	2020 Approved Budget	\$7,000.00
2021 Budget Request	\$ 7,000.00	2021 Approved Budget \$

### BUDGET REQUEST DETAILS

	AMOUNT	AMOUNT EXPLANATION
Computer Programs	0.00	
Contracted Expense	0.00	
Meeting Expense	\$100.00	
Phone Expense	0.00	
Subscriptions	0.00	
Supplies & Postage	0.00	
Travel Expense: (Transportation/Meals/Hotels)	\$3000.00	CADEIO - Summer Institute- \$500.00 CADEIO – Annual Conference - \$500.00 Joint Committee on Franciscan Unity Annual Conference 2 x \$500.00 = \$1000.00 Joint committee on Franciscan Unity Annual Meeting 2 x \$500.00 + \$1000.00
Websites	\$390.00	Website fees \$240.00 E-Newsletter/Constant Contact Fees \$ 150.00
Workshop / Retreat		
Other (please list)		
• Participation with USCCB/CADEIO	\$2000.00	CADEIO – Summer Institute - \$1000.00 CADEIO – Annual Conference - \$ 1000.00
• Joint Committee on Franciscan Unity Annual Contribution	\$1500.00	Annual Contribution for the purpose of carrying out the annual Conference and annual meeting.
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<b>TOTAL REQUEST</b>	<b>\$7000.00</b>	

**A. Narrative regarding amount requested for 2021 and goals to be achieved or the good of the Order.**

- Ongoing budget request for OFS participation with the Catholic Association of Diocesan Ecumenical and Interreligious Officers (CADEIO). Summer Institute/Training and their annual Ecumenical interreligious Conference.
- Requesting funds to keep the website and newsletter going.
- Requesting funds for the annual contribution to the Joint Committee on Franciscan Unity.
- Requesting funds for Transportation as listed above.

**B. Narrative regarding the benefits achieved for the good of the Order with the 2020 expenditures to date and future continuing benefits.**

"This Unity, which the Lord has bestowed on his Church (and our Order) and in which he wishes to embrace all people, is not something added on, but stands at the very heart of Christ's mission."

--St. John Paul II

As I write every year,

We are called by the church and our Rule to not only participate in this effort but to be leaders and examples. To be a prophetic voice in the OFS nationwide calling not only for unity within the Secular Franciscan Order itself but for unity within the entire body of Christ.

Mike

**C. Do you expect to complete all your goals for 2020 by December 31, 2020?**

In the past I have always answered yes to this question.

But in truth this is an ongoing effort that is a part of the evangelizing work of the church in response to the Holy Spirit as the Spirit has gifted and guided the church through the second Vatican Council. It is a work of dialog and conversion. Our work, our goals our conversion, is a continuous ongoing effort.

Mike

**D. Signature**

**Date**

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*Michael Cantors*

X

*August 11, 2020*





## 2021 BUDGET REQUEST FORM

**NAME OF COMMISSION, COMMITTEE, APPOINTMENT:**

Historian

<b>Contact name:</b>	<b>Email Address</b>	<b>Phone Number</b>
Thomas R. McNamara, OFS	<u>trmcnamara@yahoo.com</u>	602-840-0673
Budget Line Number 5530	2020 Approved Budget	\$2,500.00
<b>2021 Budget Request</b>	<b>\$ 2021 Approved Budget</b>	<b>\$</b>

### BUDGET REQUEST DETAILS

	AMOUNT	AMOUNT EXPLANATION
Computer Programs	400	Word-processing, Data-Processing Updates
Contracted Expense	0	
Meeting Expense	0	
Phone Expense	200	Communication Technology Updates
Subscriptions	300	Professional Memberships
Supplies & Postage	200	Miscellaneous Office Supplies
Travel Expense: (Transportation/Meals/Hotels)	900	Travel Related to Publication and National Mtgs.
Websites	300	National History Site (proposed)
Workshop / Retreat	200	As Available
Other (please list)		
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<b>TOTAL REQUEST</b>	<b>2500</b>	

A. Narrative regarding amount requested for 2021 and goals to be achieved or the good of the Order.

As we progress through current pandemic conditions I am writing and developing our History book. Other goals are "on hold" for the most part. Adjustments are made to participate in virtual gatherings.

I have completed my base research and beginning interviews as needed. This creates new opportunities to explore technology instead of in-person interviews. Mostly I have found a great deal of useful material available online, which reduces greatly the need to travel. It's not like the past when Bill Wicks needed to seek out archival material in many places and sources. Much of what I'm writing about is available to anyone with Internet access. It's been a very productive development.

I am on schedule and expect to produce a draft for submission by Christmas. all things going well.

I am also having fine conversations across the country as people reach out to offer materials either to this project or for our National collection.

**B. Narrative regarding the benefits achieved for the good of the Order with the 2020 expenditures to date and future continuing benefits.**

I have had no significant expenses to date. Mostly this is because of the Covid restrictions, but also I have found it unnecessary to spend money to find information. That will continue to be the case as I go forward.

As for the good of our Order...

This Project has been a tremendous personal experience. I now believe that learning our local history is a key element of formation, since many of the social principles and values we embrace remain unavailable to people in formation using the typical approaches. We *talk about* values, but they become real and significant when we consider them in the mill of history. This has given my work a great personal value that I'm very excited to share.

**C. Do you expect to complete all your goals for 2020 by December 31, 2020?**

My goal is to have a book published by May, 2021 and to promote it widely by the end of that year. But equally important is my hope to reintroduce Bill Wick's work. I feel that *every fraternity should have a complete set* for their libraries, to study and include in both Initial and Ongoing formation.

The knowledge of our American history helps us understand both where we come from and where we can be going, not to mention all the working parts and pieces of our Order. This knowledge has had a tremendous impact in my life, so I want to promote the same opportunity to others. After this new Book is completed I hope to shift to teaching and promoting the study of our history across the Country.

**D. Signature**

**Date**

X *Thomas R. McNamara*

*CP* August 11, 2020

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## 2021 BUDGET REQUEST FORM

**NAME OF COMMISSION, COMMITTEE, APPOINTMENT:**

**Multi-Cultural Committee**

<b>Contact name:</b>	<b>Email Address</b>	<b>Phone Number</b>
<b>Awilda Guadalupe</b>	<b>awilda.guadalupe@gmail.com</b>	<b>678-43-7648</b>
Budget Line Number 5545	2020 Approved Budget	\$2,000.00
<b>2021 Budget Request</b>	<b>\$2,000</b>	<b>2021 Approved Budget</b>
		<b>\$</b>

### BUDGET REQUEST DETAILS

	AMOUNT	AMOUNT EXPLANATION
Computer Programs		
Contracted Expense		
Meeting Expense		
Phone Expense		
Subscriptions		
Supplies & Postage		
Travel Expense: (Transportation/Meals/Hotels)	1,00.000	
Websites		
Workshop / Retreat	\$650.00	
Other (please list)		
• <b>SA Stipend</b>	<b>\$350.00</b>	
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<b>TOTAL REQUEST</b>	<b>\$2,000.00</b>	

A. Narrative regarding amount requested for 2021 and goals to be achieved or the good of the Order.

B. Narrative regarding the benefits achieved for the good of the Order with the 2020 expenditures to date and future continuing benefits.

C. Do you expect to complete all your goals for 2020 by December 31, 2020?

D. Signature

Date

X

X





## 2021 BUDGET REQUEST FORM

**NAME OF COMMISSION, COMMITTEE, APPOINTMENT:**

Quinquennial Planning

<b>Contact name:</b>	<b>Email Address</b>	<b>Phone Number</b>
Susan Simeone	Sksimeone@cox.net	602-315-1950
Budget Line Number 5598	2020 Approved Budget	\$10,000.00
<b>2021 Budget Request</b>	\$ 12,000.	<b>2021 Approved Budget</b> \$

### BUDGET REQUEST DETAILS

	AMOUNT	AMOUNT EXPLANATION
Computer Programs		
Contracted Expense		
Meeting Expense	\$200.	Zoom meeting expense for locals
Phone Expense		
Subscriptions		
Supplies & Postage	\$100.	Postage for any correspondence to all speakers related to reminders or postponement of Q (vendors, presenters, etc.)
Travel Expense: (Transportation/Meals/Hotels)	\$8000.	Spring/Summer at Casa Q Committee Meeting 3 days
Websites	\$2500	Website development
Workshop / Retreat	\$1000	Via ZOOM Vendor Coordinator to vendors Q chair to Facilitators of Little Fraternities
Other (please list)		
• Office supplies	\$250	Notepads, envelopes, pens, highlighters, post-it notes
• Marketing items	\$500	Announcements, caps, t-shirts, bottles
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<b>TOTAL REQUEST</b>	\$12,550	

A. Narrative regarding amount requested for 2021 and goals to be achieved or the good of the Order.

#### GOALS FOR 2021

Meet at least once face to face to tie up any loose ends regarding rooms, meal plan, registration area, vendor area, etc; tour the newly renovated Sheraton;  
Develop an online meeting and workshop with Vendor Coordinator and the vendors (for profit and

nonprofit)

Develop an online training session on Mutual Invitation and Guidelines for Facilitators

**B. Narrative regarding the benefits achieved for the good of the Order with the 2020 expenditures to date and future continuing benefits.**

We were able to meet face to face which is conducive to in-depth discussion and dialogue on breakout presenters, the need for an av coordinator, the transportation to/from hotel/airport round trip. We scheduled time so each day we had spiritual reflection and dialogue. Through that experience, we have now incorporated that activity into the daily schedule of the Q. We have identified other needs, such as identifying the committee tee shirt, possible tote bag design and more importantly electronic registration items. We could easily ask questions, and often they could be answered on the spot. The display of the tee-shirt blanket and the hands-on training for the service project no-sew blanket could only be done in person and it was greatly beneficial and fun! The banners are coming along and the work and dedication with copyright laws regarding designs helped clarify several questions we had. Again, the display of a banner was helpful. As a result of the expenditures we could go beyond our region to ask a variety of breakout session presenters, along with commission chairs. As a result of our confinement we used ZOOM for conferencing during the summer through July.

**C. Do you expect to complete all your goals for 2020 by December 31, 2020**

At this point nearly all banners are complete, and their stands purchased. The one remaining banner will be complete before the end of this year.

Tote bags have been selected.

All presenters, (keynote and breakout sessions) have their descriptions of their presentations submitted.

All but one group in the breakout session has the resume/bio information submitted.

Confirmation of all presenters will be completed by the end of the year.

**D. Signature**

Susan Simeone ofs

Susan Simeone ofs

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**Date**

August 19, 2020

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## 2021 BUDGET REQUEST FORM

NAME OF COMMISSION, COMMITTEE, APPOINTMENT:

National Archives

Contact name:	Email Address	Phone Number
Sharon Dale OFS	shadale@wctc.net	715-423-4136
Budget Line Number 5555	2020 Approved Budget	\$4,000.00
2021 Budget Request	\$ 4,000.00	2021 Approved Budget \$

BUDGET REQUEST DETAILS		
	AMOUNT	AMOUNT EXPLANATION
Computer Programs		
Contracted Expense		
Meeting Expense		
Phone Expense		
Subscriptions		
Supplies & Postage	\$100.00	supplies - file folders, ink, labels
Travel Expense: (Transportation/Meals/Hotels)	\$ 3,921.00	postage - sending docs to regions trips to St. Bonaventure Univ - New York, Quinquennial 2021 in Phoenix & Nat'l Chapter in Detroit 2021
Websites		
Workshop / Retreat		
Other (please list)		
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<b>TOTAL REQUEST</b>	<b>\$ 4,000.00 \$</b>	

A. Narrative regarding amount requested for 2021 and goals to be achieved or the good of the Order.

My goal for 2021 is to plan a 2-week trip to NY in order to work on our Nat'l Archives.

Also included in the budget proposal would be a trip to Phoenix for the Q" next August. Tom McNamara and I are setting up a "museum" of sort to display historical/archival documents and artifacts.

My third trip would be my flight to next October's Nat'l Chapter, probably in Detroit, MI. Jan has already informed me that lodging and meals would be provided by Nat'l.

B. Narrative regarding the benefits achieved for the good of the Order with the 2020 expenditures to date and future continuing benefits.

The plan was to make 2-3 trips to NY to work in our Archives at St. Bonaventure University. Due to mandates in place for COVID-19, travel has not been possible.

C. Do you expect to complete all your goals for 2020 by December 31, 2020?

I hope to make a trip to our Archives at SBU this fall, but it seems unlikely at this time.

D. Signature

Date

x Sharon Oak

x August 12, 2020

