

QUEEN OF PEACE FRIARY
5324 Carnegie Street
Pittsburgh, PA 15201

April 24, 2024

Fr. Alberto Bueno, TOR
St. Patrick Church
4518 S. Manhattan Ave.
Tampa, FL 33611

Dear Fr. Alberto,

Following our phone conversations and internet communication, and having received the approval of the Very Rev. Joseph Lehman TOR, Minister Provincial, I am sending you this letter of formal appointment as the Spiritual Assistant to the Saint Michael the Archangel Fraternity of the Secular Franciscan Order in the Five Franciscan Martyrs Region, which currently meets on the grounds of Sacred Heart Catholic Church in Tampa, FL.

I wish to take this opportunity on behalf of our Province of the Most Sacred Heart, Third Order Regular, to offer you sincere thanks for having accepted this position. In keeping with the norms established by the Conference of National Spiritual Assistance, your term of appointment runs co-terminus with Fr. Joseph's term as Minister Provincial (July 2028). Depending upon the length of time of your service to the fraternity, however, you could expect an automatic re-appointment that can last up to a maximum of 12 years, according to the norms of the Secular Franciscan Order.

As you already know, the Spiritual Assistant fulfills an essential pastoral and formative role within the Secular Franciscan Fraternity. I urge you to continue to deepen your appreciation for the Secular Franciscan Order, the lay community you will be serving, and your knowledge of your role as Spiritual Assistant.

If you do not already have copies, I would suggest that your OFS fraternity purchase for you a copy of:

1. ***Essential Documents of the Secular Franciscan Order.*** It contains the Rule, Constitutions, National Statutes, the original Ritual, and Statues for Spiritual Assistance, etc. (\$16.00 + S/H)
2. ***Revised Handbook for Spiritual Assistants to the Secular Franciscan Order.*** This second resource is an invaluable tool for anyone in the position of Spiritual Assistant, and can be a resource for the entire fraternity. Please note that on page 30 of the

Handbook, there is a "Rite of Installation of the Spiritual Assistant," that can be used to inaugurate the official status of your ministry to the fraternity. (\$16.00 + S/H)

3. Thirdly, I also urge your fraternity to acquire for you a copy of ***Franciscan Family Connections***. This companion book to the *Handbook* is meant to be an aid in the instruction of local spiritual assistants. (\$15.00 + S/H)

Ordering information for these and many other printed resources can be found under the Resource tab on the new *National Fraternity of the Secular Franciscan Order in the United States of America* (NAFRA) home page (www.secularfranciscansusa.org). The three resources listed above (published by *Smoky Valley Printing*) should be provided for you by the fraternity you serve while you function as their Spiritual Assistant. If you already have a copy of one or more of these resources, please make sure they are the most recent releases. When your Regional Minister, Jeane Swaynos, OFS, (swaynos@cfl.rr.com) receives a copy of this assignment letter, she will subscribe you to the quarterly *TAU-USA* so you can receive a copy of it for yourself.

While there is currently no one listed on the Five Franciscan Martyrs Region website as being Regional Spiritual Assistant, if you have any questions or difficulties associated with being a spiritual assistant, please feel free to contact me, and we can address the concerns or difficulties. As you know, I can be reached at 412-449-1021, or at bfttor@aol.com.

May God bless you abundantly as you serve our Secular Franciscan brothers and sisters in the Saint Michael the Archangel Fraternity.

Peace & Good,



Fr. Bernard Tickerhoof, TOR
Assistant to the Provincial for the OFS
Province of the Most Sacred Heart of Jesus (TOR)

cc. The Most Rev. Gregory L. Parkes, Bishop of the Diocese of St. Petersburg
Very Rev. Joseph Lehman, TOR, Provincial Minister, TOR, Most Sacred Heart Province
Jeane Swaynos, OFS, Regional Minister of Five Franciscan Martyrs Region
Rev. Michael Jones, OFM, Pastor, Sacred Heart Catholic Church, Tampa, FL
Sandi Scionti, OFS, Minister of Saint Michael the Archangel Fraternity