



## SECULAR FRANCISCAN ORDER

### Five Franciscan Martyrs Region

Florida, South Georgia, Lower Alabama

[www.ffmr-ofs.org](http://www.ffmr-ofs.org)

### Annual Local Fraternity Report for the Year Ending December 31, 2024

Complete *and* approve at a Fraternity Council Meeting *and* submit before **February 14, 2025.**

*(Attach additional pages if there is not enough space.)*

*This may be completed by editing the file and sending the completed, saved report to the Regional Minister.*

Name of Fraternity: ***San Damiano Fraternity***

Gathering Place, Address, Phone: ***St. Anne Catholic Church, 106 11<sup>th</sup> Ave. NE, Ruskin, FL 33570  
813-645-1714***

Council Meeting Day(s), Time, Place: ***3<sup>rd</sup> Friday of each month, 10:00 am at Kristine Littrell's home: 1308  
Crystal Greens Dr., Sun City Center, FL 33573***

Monthly Gathering Day(s), Time: ***1<sup>st</sup> Saturday of each month 10:00-2:00 pm (including 10:00 am Mass,  
Ongoing Formation, Meeting & Lunch) at St. Anne Catholic Church &  
Parish Office Building Annex***

- Were there any changes in your Fraternity Council in 2024? {NO} {YES}; If not due to an official election, give reason for change:

### SPIRITUAL ASSISTANT INFORMATION

- Does your fraternity have a Spiritual Assistant? If so, please provide name, address, phone, and email if not already provided with Council contact information. NO
- In what year did this assignment begin?
- Was he/she formally assigned by your Provincial? {NO} {YES}; If so, list the name of the Provincial who made the assignment and the obedience to which you are bonded.
- How many of your local fraternity gatherings has your Spiritual Assistant attended this past year?
- How many local Council meetings has your Spiritual Assistant attended this past year?

## FORMATION INFORMATION

- List all the books and other materials used for initial and ongoing formation:
  - INITIAL - *The Franciscan Journey* by Lester Bach, OFM; *From Gospel to Life*; and *The FUN Manual*
  - ONGOING –
    - *Light of Assisi: the Story of Saint Clare* by Margaret Carney, OSF – members read one or more chapters each month and take turns leading a discussion at our Monthly Gathering – members all participate in small groups or individually. We have completed this book and have chosen the next two book titles, which we will begin in Feb. 2025.
    - We also view a video each month, chosen by our Formation Director from a wide variety of Franciscan resources online, and followed by a group discussion in which our whole fraternity participates.
    - Ken Wolfert uses a variety of materials from the national and regional websites as resources for Mid-month Ongoing Formation over Zoom.
- What topics in the *FUN Manual* or *Franciscan Journey* have been used and are useful for Ongoing Formation?
  - Occasionally used as a resource for ongoing formation.
- How often has your fraternity discussed the status of *Instrumentum Laboris*?
  - Discussed at our Council Meetings and often shared at our Monthly Gatherings.
- What initial goals has your fraternity set as a result of *Instrumentum Laboris*?
  - Our goals are consistent and aligned with *Instrumentum Laboris* in regards to:
    - working with our several apostolates,
    - as well as efforts to increase vocations through many recruitment efforts,
    - and to continue to improve our process for initial and ongoing formation.
- What goals has your fraternity reached as a result of *Instrumentum Laboris*?
  - Apostolates:
    - We have expanded both the number of apostolates and the level of member participation in those.
  - Recruitment:
    - This is an ongoing process; however, we professed three new members in January 2024 and have since welcomed three new Inquirers and will welcome a fourth in January 2025.
    - We also developed a new brochure which we are sharing with parish members and others who want to know more about the Secular Franciscan Order.
    - Opportunities to participate in parish activities are shared, to increase our visibility.
    - And we sponsored a parish coffee and donuts in order to serve the parish as a group and share information about our vocation.

- *Initial and ongoing formation:*

- *Specific steps have been taken to improve both initial and ongoing formation.*
- *We have added more time for ongoing formation during our Monthly Gatherings.*
- *We have taken steps to make sure everyone participates in discussions.*
- *We have promoted additional opportunities, such as mid-month ongoing formation sessions by Zoom and sharing resources for individuals to pursue on their own, such as book titles, video series and resources available on the regional and national websites.*

*NOTE: These goals have not so much been a result of Instrumentum Laboris, but rather have grown out of our Council's and Fraternity's understanding of our vocation.*

- Do you have a local fraternity Newsletter? {NO} {YES}

- If so, how often is it published?

- *News & Notes:*

- *We began printing "News & Notes," a one-page news sheet each month.*
- *We share that with the pastor of St. Anne Catholic Church and our Regional Family Counselors.*
- *"News & Notes" is a work in progress and has been expanded to include information about Regional Events, letters to and from our Families in India, and a monthly column by our JPIC Liaison.*

- *We also contribute regularly to the Regional Newsletter, "The Joyful Messenger" (quarterly).*

- How is it distributed?

- *Printed copies of "News & Notes" are distributed to fraternity members at our Monthly Gatherings and by email to members not present, the pastor of our host parish, and our Regional Family Councilors.*

- With whom do you share your newsletter (bishop, Regional Executive Council, your Family Councilor, etc.)?

- *Pastor, Regional Family Councilors. (See above.)*

- What Apostolic work does your fraternity do as a whole fraternity? What percentages of the fraternity participate?

*We support a number of Apostolates with the goal of meeting the needs of the poor and disenfranchised.*

- *Cypress Creek* - *We have an ongoing relationship with a local assisted living facility, where we do Communion Services, Stations of the Cross, Holiday Entertainment, and personal correspondence with approximately 90 residents several times a year.*
- *Food Pantry* - *We collect items for the homeless at monthly gatherings, and one of our members volunteers weekly at the Food Pantry at St. Anne's Parish where we meet.*
- *Our Families in India* - *We support three families in India through the Franciscan Family Apostolate Program. We have a prayer card with pictures of our families on it, which we all keep in our daily prayer books, and we pray for them daily by name.*

- Plaza West - We have developed a relationship with a second assisted living facility, at their request, where we do a weekly Rosary Service and have been asked to do one-on-one visits with residents who do not have regular visitors.
- Mary & Martha House – We have begun a relationship with Mary & Martha House, whose mission is to offer sanctuary of safety and support to women and their children who have experienced domestic violence and homelessness. We made a monetary donation after the recent hurricanes severely damaged their facilities. We are establishing a plan to support ongoing needs there with donations of clothing and other needed items.

*Most of our members participate in one, two or all of the above. Even members who are elderly, have mobility issues, and/or do not drive can participate by bringing items for the food pantry, and writing cards and letters to people in assisted living facilities. And of course we all pray for those we serve.*

- Describe the activities (Mass, prayer services, etc.) your fraternity attends outside the regular gathering times.
  - *We attend Mass together as a fraternity before all of our Monthly Gatherings.*
  - *Many of our members attend Bible Study classes, serve as Eucharistic Ministers, Altar Servers, Lectors, Visit the Sick in Hospitals, and more.*
  - *We lead prayer services from time to time at two Assisted Living Facilities – see info under Apostolates above.*
  - *Prayer is always a part of Mid-month Ongoing Formation on Zoom.*

### **JPIC, YOUFRA, ECUMENCIAL OUTREACH, VOCATIONS**

- Describe the personal contact you have had with the youth in your area this past year.
  - *We are currently not active with youth.*
  - *St. Anne will be breaking ground for a new Catholic Elementary School and we anticipate opportunities that will arise with the new school.*
- Who is the current contact for your Youth/Young Adults/YouFra Animator for your fraternity?
  - Pat Wolfert
- How many in your fraternity, including the Minister or Youth Animator, attended any National or Regional Youth/YouFra Zoom or in-person workshops/meetings?
  - *Pat has attended Zoom meetings with Janice Novello.*
- List your Fraternity “JPIC” projects and activities for 2024.
  - Visiting the sick and shut-in:
    - *Cypress Creek & Plaza West Assisted Living Facilities.*
      - *In-person visits – prayer and entertainment.*
      - *Personal cards to all of the residents at Cypress Creek were written by members of the fraternity several times throughout the year: Valentine’s Day, St. Patrick’s Day, Easter, Summer Thinking of You, Fall Friendly.*

- Caring for the poor and disadvantaged:
  - *St. Anne Parish Food Pantry – one member helped out in person, others bring in items each month to donate to the Pantry, items especially needed by the homeless.*
  - *Financial and donated items support for the Mary & Martha House.*
- Global Outreach to the desperate:
  - *we adopted three families in a remote, poverty stricken area in India. Through the Franciscan Apostolate Program we provide monthly monetary assistance, personal letters of encouragement, and prayers.*
- New JPIC Animator:
  - *The Council appointed a new JPIC Animator for our fraternity, Suzanne Rogers. She has been writing a piece for our monthly “News & Notes” to help us focus on JPIC priorities and apply them to our personal lives.*

NOTE: *We realize some of the activities listed here are also are listed under Apostolates above; however, they spring from our concerns that align with JPIC.*

- Describe your participation in any Ecumenical outreach activities in 2024.
  - *Two of our members attended a service at the Episcopal Church in our area and met the pastor there, who is a Franciscan and interested in establishing a Secular Franciscan group at his church.*
  - *The Food Pantry we support is open to people of all faiths. We do our best to represent our Franciscan Charism in our work there.*
  - *We meet, entertain, and write personal notes to all of the residents at Cypress Creek Assisted Living Facility. We lead a Rosary and make one-on-one visits to those residents at Plaza West who don't get regular visitors. Many residents in these facilities are not Catholic (some Protestant and Jewish) and have expressed their appreciation for the prayers we include, such as the Stations of the Cross during Lent.*
- Describe the activities you have done to increase vocations to the Secular Franciscans in your fraternity.
  - *We submit notices of Monthly Gatherings and special events in the church bulletin at St. Anne's.*
  - *We have a statue of St. Francis and a special prayer packet for Vocations – our “Traveling St. Francis.” Members take turns displaying the statue in their homes and praying for vocations daily throughout the month.*
  - *We put notices in the bulletin in our sponsoring parish, announcing our monthly meetings and inviting those interested to join us.*
  - *We advertised our Annual Day of Reflection in the bulletins of two parishes, inviting anyone interested in learning more about following in the footsteps of St. Francis to attend.*

- *We collaborate with the pastor at St. Anne, Father Kevin Yarnell, who officiated at Mass and witnessed our Profession Ceremony for three candidates/newly professed members of the fraternity in January. Many parishioners were in attendance and some stayed to congratulate our newly professed.*
- *Father also attended the Reception afterwards and frequently drops in on our Monthly Gatherings to say Hello. On the day of our Elections in June, Father stopped by to meet our Regional Reps and give us all his blessing.*
- *We sponsored Coffee & Donuts after Masses on the Sunday before the Feast of St. Francis in October, distributed holy cards to everyone as they exited the church, set up an information table in the Narthex and in the church hall, and introduced ourselves to many of the 150 or so people who joined us for Coffee. Father made a special announcement after Mass that day, urging people to get to know us better.*
- *We welcomed three new Inquirers to Initial Formation in the Fall and anticipate a fourth in February 2025.*

### GENERAL QUESTIONS

- What programs has your Fraternity participated in during 2024 (Retreats, Days of Recollections, special celebrations)?
  - *We celebrated the Profession of three candidates/newly professed on 1/6/24, followed by a Reception and Epiphany Celebration at the home of one of our members.*
  - *We held our 11<sup>th</sup> Annual Day of Reflection on 2/11/24 with Father Nicholas Mormando, OFM Cap as our leader, at the Dayspring Conference Center in Ellenton. Some 60 attended, including members of several other fraternities, friends, family members, and interested parties.*
  - *We held our Chapter of Elections on 6/1/24, followed by a Luncheon/Reception hosted by all of the members.*
  - *We continue to incorporate light lunches into our Monthly Gathering, a boon to personal support and fellowship.*
  - *Member Ken Wolfert continues to promote and facilitate Mid-month Ongoing Formation via Zoom.*
  - *We were well represented at the Annual Regional Meeting and Retreat at San Pedro in May and the Regional Family Meeting in Gulfport in August.*
  - *One member (John O'Brien) attends the Immaculate Conception Fraternity in San Diego, CA six months of the year, attending Transitus and Grecchio and Monthly Gatherings – an opportunity for all of us to share best practices.*

- *Two members (Pat & Ken Wolfert) attend St. Anthony Fraternity in the Our Lady of Indiana Region in Indiana several months a year, participating in preparing lunches for their Soup Kitchen, attending Monthly Gatherings, and sharing best practices.*
- *Two members spent a month in Assisi where they met with and encouraged two people, who are interested in becoming Secular Franciscans.*
- What programs/events has your Fraternity Council planned for 2025?
  - *Our Annual Epiphany Party on January 6, complete with a reenactment of the arrival of the Three Kings, potluck luncheon, carol singing, prayer, and lots of love and laughter.*
  - *Our 12<sup>th</sup> Annual Day of Reflection was scheduled for 3/1/25, with Father Francisco Arredondo, OFM Cap – at the Dayspring Conference Center. We have put those plans on hold in favor of a day later in the year.*
  - *Our Annual Picnic – in August or September – date to be announced.*
- Is there anything you wish to share with the Regional Executive Council?
  - *Kudos on the Regional Newsletter!*
  - *We enjoyed the opportunity to attend a Family Meeting and include members of our fraternity, as well as our Council.*
  - *We are looking forward to the Annual Meeting at San Pedro in May 2025.*
- Describe any difficulties you have had connecting with the Region when scheduling elections, visitations or when having problems within your fraternity.
  - *Our Regional Family Councilors are very supportive. They reach out to us by email and by personal phone calls to our Minister. We are grateful for their support.*
- What has been your fraternity's greatest challenge this past year?
  - *We are increasingly an elderly group and many have struggled with major health issues and personal losses.*
- What are your fraternity's strongest asset(s)?
  - *We are truly grateful for the response of members willing to serve on the Council. Elections and their ongoing participation are a source of joy for our fraternity.*
  - *We love one another, pray for one another, and reach out to those who are sick or bereaved. Fellowship among our members is a strength.*
  - *Attendance at Monthly Gatherings is outstanding.*



- How many in person gatherings have you had this past year? 12 Monthly Gatherings in person.
  - About how many members attend in person?
    - *Usually 12-15.*
  - How many attend through some electronic means?
    - *Some times 1-4.*
- During the past year, how often have you been in touch with your Family Councilor? How was this done (personal contact, zoom, email, or phone conversations)?
  - *Several times. It is easy to reach our family councilors by email or phone – sometimes initiated by them and sometimes by us.*
  - *They also set up a Family Meetings and several of our council and fraternity members attended, finding this an occasion for sharing and learning from brothers and sisters in other fraternities.*
- How often have you or your delegate attended your family gatherings this past year?
  - *Members attended the regional annual meeting at San Pedro, a family meeting in Gulfport (see above), and a family Formation Workshop in Lakewood Ranch.*
- How are you keeping in touch with your shut-in members?
  - *We keep tabs on anyone who is ill and/or unable to attend a monthly gathering – with phone calls and cards sent by our Infirmary and other members as well.*
  - *We make sure that members of our fraternity who are unable to drive are included by riding with those who do drive.*
  - *One member brings Communion to any member who cannot get to Mass, because of illness, hospitalization or rehab.*
- How are you keeping in touch with your Active-Excused, Lapsed, or Temporary Withdrawn members?
  - *We have one Active-Excused member, who usually attends Mass with us on Monthly Gathering days. She is also on our email distribution list for meeting notices and information sharing.*
  - *We have maintained our Temporary Withdrawn members on our email distribution list and remember them with a card on their birthdays. Individual members also continue to reach out to them.*
- When was your last profession? *1/6/24*                      How many were professed? *3*
- Is your *Come and See* brochure available in another language? *No*  
 Do you need the *Essential Documents* in another language? *Not at present*
- How many members received and read the one printed copy of the TAU-USA, the National Fraternity's newsletter?
  - *All professed members received the printed copy.*
- How many members received and read the 3 electronic copies of the TAU-USA?
  - *We distribute the electronic copy by email.*



- *Not sure how many actually read the electronic copy. Some don't have email and others find it cumbersome.*

Do you provide a printed copy for those members without email?

- *Occasionally, but not always.*
- Do you prefer the electronic or printed copy of the TAU-USA (the cost for each printed edition in Spanish and English is \$30,000)?
  - *Members have overwhelmingly expressed a preference for the printed copy.*

Keep copies of this Annual Report and your Annual Treasurer's Report in the Fraternity's records

IF YOU DON'T UNDERSTAND SOMETHING OR NEED HELP, CONTACT US! WE ARE HERE TO HELP!

**Note:** You will shortly receive your Fair Share Contribution assessment. Please mail a check along with your Fraternity's 2024 Treasurer's Report to the address below.

**MAIL OR EMAIL YOUR ANNUAL REPORT TO:**

Jeane Swaynos, OFS (FFMR Regional Minister)  
216 East Sweetwater Creek Drive  
Longwood, Florida 32779  
Cell 407-462-0808

[swaynos@cfl.rr.com](mailto:swaynos@cfl.rr.com)

**Also send a copy to your Family Councilor.**

**MAIL YOUR TREASURER'S REPORT AND FAIR SHARE CHECK TO:**

Karen Rooney, OFS (Regional Treasurer)  
1315 Mirror Terrace NW  
Winter Haven, FL 33881  
Cell 863-224-5919

[karenrooneyofs@outlook.com](mailto:karenrooneyofs@outlook.com)

## LOCAL FRATERNITY VISITS

Father Jerome Wolbert, OFM, is one of our National Spiritual Assistants and the Provincial Spiritual Assistant for Our Lady of Guadalupe Province, which encompasses almost the entire USA. He will be coming to visit our region for a Regional Pastoral Visitation on May 16-18, the dates of our Annual Meeting. He will extend his trip to permit him to personally visit as many local fraternities as possible. During these visits he will meet with the council and, if possible, the local fraternity. He will be arriving on May 9<sup>th</sup> and flying back May 27<sup>th</sup>.

Below is a list of dates when he could visit your local fraternity. Please designate three dates that would work for you in ranking order. He will be visiting throughout the week. You will need to schedule your meeting at that time and may need to provide housing for one night for him. You may want to meet at someone's home if the church where you meet is not available.

This is a wonderful opportunity to meet with your Provincial Spiritual Assistant, and we will try to accommodate as many fraternities as possible. Please List your first three choices and return it with your completed annual report. Times are flexible, please be specific.

### Availability to Meet with Fr. Jerome

Date	Day	Morning 9-12	Afternoon 1-4	Evening 5-9
5-10	Saturday			
5-11	Sunday (Mother's Day)			
5-12	Monday			
5-13	Tuesday			
5-14	Wednesday			
5-15	Thursday	1 <sup>st</sup> choice	2 <sup>nd</sup> choice	
5-16	Friday Annual Chapter Meeting	Not available	Not available	Not available
5-17	Saturday Annual Chapter Meeting	Not available	Not available	Not available
5-18	Sunday Annual Chapter Meeting	Not available	Not available	Not available
5-19	Monday			
5-20	Tuesday			
5-21	Wednesday			
5-22	Thursday	3 <sup>rd</sup> choice	4 <sup>th</sup> choice	
5-23	Friday			
5-24	Saturday			
5-26	Sunday			

\*One of our members, S. Rogers, would be very happy to provide housing for Father Jerome.

If you need additional copies of the treasurer report, follow this link

[https://www.secularfranciscansusa.org/wp-content/uploads/Local\\_Fraternity\\_Treasurers\\_Forms-Fraternity\\_Treasurers\\_Annual\\_Report.xls](https://www.secularfranciscansusa.org/wp-content/uploads/Local_Fraternity_Treasurers_Forms-Fraternity_Treasurers_Annual_Report.xls)

[https://www.secularfranciscansusa.org/wp-content/uploads/Local\\_Fraternity\\_Treasurers\\_Forms-Fraternity\\_Treasurers\\_Annual\\_Report.pdf](https://www.secularfranciscansusa.org/wp-content/uploads/Local_Fraternity_Treasurers_Forms-Fraternity_Treasurers_Annual_Report.pdf)