



FIVE FRANCIS MARTYRS REGION

FRATERNAL and PASTORAL VISITATION REPORT

San Damiano Fraternity

Summerfield, FL ~ December 4, 2024

Part 1: Fraternal Visitor

Visitation

San Damiano Fraternity was visited by Margie Sweeney, OFS, Fraternal Visitor and Fr. Tobias Wirmum, OFM Cap, Pastoral Visitor. The Visitation occurred on December 4, 2024 at St. Mark the Evangelist Catholic Church Social Hall in Summerfield, FL. Statistics and Composition

San Damiano Fraternity was reactivated on September 29, 2012 and is bonded to the OFMs of Our Lady of Guadalupe Province which is documented with the Region.

Membership numbers: 34 professed, 2 active-excused, 1 candidate, no inquirers, no orientees and 2 affiliates.

Growth in the last 3 years: The fraternity has grown by 3 professed members.

The Council was elected in November, 2022.

The fraternity has not had a Spiritual Assistant in many years.

Preparatory Information

The Pre-Visitation Questionnaire was completed and received by the Visitors in a timely manner. Members completed the Reflection Questionnaires and Council members completed the Self-Evaluations.

Records

The overall status of the record keeping excellent. The following were presented for review:

- Roster of Members was presented.
- Official Profession Register was presented.
- NAFRA data base - Changes are passed on by the Secretary to the Regional Data Base Manager.
- Copies of essential documents including Rule, Constitution, Statutes, Regional Guidelines were available.
- Minutes – Fraternity and Council meeting minutes were presented.
- Attendance records were presented.
- Treasury Reports were presented.
 - Are reports issued to fraternity – how often? These are reported to the fraternity monthly.
 - Is a yearly budget prepared and presented to membership for approval? Members are informed of the yearly budget but there is no formal approval process. They will implement this change.
 - Do they have a copy of Local Treasurer Reporting Requirements? (can be found on OFS-USA

- web site). Kathy Feenaghty, Treasurer was provided with contact info for Claudia Kauzlarich, OFS as a NAFRA resource for Treasury Reporting Requirements.
- Do they use the general fund for Fair Share contribution? Is Fair Share made annually? Yes.
 - Are records kept of donations? Yes.
 - Is a ledger maintained? Yes.
 - Year-End Report to the Region sent in a timely manner? Yes.
 - History - is documentation of past events and history of the fraternity being kept? Yes.
 - Publications – do they publish a newsletter, a web site (other than the FFMR), or Facebook? If there is a web site, make sure to report it to the Region. The fraternity has a newsletter. They do not have a website or social media accounts.

Participation in local, regional, and national activities

Does the fraternity participate in the Annual Regional Meeting? The Minister and Secretary participate. Are there any fraternity members serving on the regional or national level? The Secretary, Larry Bleau, OFS serves on the regional level and another member, Willie Guadalupe, OFS serves on the regional and national levels.

Do they receive and read the TAU-USA National newsletter and the newsletter JOYFUL MESSENGER of the Region? They receive these newsletters but can't comment on level of readership.

In what ways do they interact with other fraternities or participate in Family Gatherings? The fraternity participates in the Family Gatherings and Larry and Willie serve as Family Councilors.

Council

What is the experience level? The Council members have served in various Council roles and are experienced.

Do they work well together as a team to guide and animate the fraternity? They function well as a team and provide guidance and animation to the fraternity.

Comment on the participation of the Spiritual Assistant. N/A.

Gathering Observations

Describe the format. Was the agenda presented to the visitors and was the business kept to a minimum? Did all the members participate and were all encouraged to share? The members were welcoming to the visitors. The format of the gathering provided all 4 pillars of fraternal life - prayer, formation, social, and business. They included a Christmas creche exercise commemorating the season.

Is enough time given to the social to give members a chance to bond? Yes.

Part 2: Pastoral Visitor

Spirituality

See comments in the Joint Summary.

Formation

See comments in the Joint Summary.

Fraternity

See comments in the Joint Summary.

Apostolate

See comments in the Joint Summary.

Part 3: Joint Summary

Commendations and Recommendations

Comments from Margie Sweeney, OFS

Commendations:

- The fraternity is welcoming, organized, and well-prepared with formation.

Some recommendations:

- It is recommended that the fraternity become involved in YouFra, JPIC, and the Instrumentum Laboris to strengthen and enhance their Franciscan charism.

Comments from Fr. Tobias Wirmum, OFM Cap

Commendations:

- A very big fraternity in terms of numbers and one could feel a sense of fraternal living.
- They pray together and take turns in leading the prayers, They are looking forward to a retreat soon, A very pressing need for them is the lack of a Spiritual Assistant,
- They are doing well with their formation both at the initial and on-going levels;
- As said above they express a sense of fraternity;
- Concerning apostolate they do contribute to help the poor and needy around.

Some recommendations:

- The Spiritual Assistant must be provided as soon as possible.
- They do not have an apostolate that involves many of them. The apostolate should be more organised.

The Minister is to share this Report with members of the fraternity.

The fraternity members are to dialogue about the contents and hold each other accountable for the implementation of the practical applications and the suggestions. Suggest that they take their pulse at regular intervals and review this Visitation report periodically.

Visitors' names and contact information

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