**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: Portiuncula Fraternity**

**Meeting Place, Address, Phone:** Our Lady Queen of Martyrs, 833 Magellan Drive Sarasota, FL 34243, (941) 755-1826

**Council Meeting Day(s), Time, Place:** Second Monday of Month, 6:30 PM. Via zoom, council member’s home, or Our Lady of the Angels Church, St. Francis Room, Lakewood Ranch

**Monthly Gathering Day(s), Time: Third Sunday 1:30pm**

* 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

We have reached out to our Provincial who participated in Wednesday Zoom Evening Prayer with us

* 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.
* 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 :**

Franciscan Journey

FUN Manual

Bible

* **Ongoing :**

Franciscan Little Flowers

*The Beatitudes and Francis of Assisi: A Gospel of Matthew Scripture Study*

*A Call to Eucharistic Revival* Video Bishop Baron

*This is my Body*. Bishop Robert Barron

Gospel of John

*The San Damiano Cross*, An Explanation Fr Michael Scanlan, TOR

Observance of 800th anniversary of Stigmata; Pope Francis, Bonaventure

We used the FUN Manual for reference and background, but we did not do a structured study of the manual

* What topics in the *FUN Manual* or *Franciscan Journey* have been used and are useful for Ongoing Formation?

We used the FUN Manual for reference and background, but we did not do a structured study of the manual

* How often has your fraternity discussed the Status of Instrumentum Laboris?

We have discussed the document a few times at Council Meetings and regularly at Fraternity meetings as we seek ways to “spread the word “and recruit new members We have been successful in gaining a new member from a Fraternity that was disbanded and have members who are individually bringing visitors to monthly meetings.

* What initial goals has your fraternity made as a result of Instrumentum Laboris?

We have made a few pulpit announcements at churches in our area; but we have not been permitted in doing so at a few of the churches in our area, However we have a new and improved recruitment flyer and are distributing it in earnest, The new flyer features our purpose, meeting times and asks the question: ”Are you hearing a voice urging you to become a Franciscan?”

* Do you have a local fraternity Newsletter? **{NO}** {YES}
* If so, how often is it published?
* How is it distributed?
* Have you thought of sharing your newsletter with the bishop, Regional Executive Council, your Family Councilor, etc.?

The Regional Newsletter is shared by our Fraternity with our Diocese of Venice Bishop.

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

Our Fraternity has adopted the Work of Mercy: Feed the Hungry in body, mind, and spirit. This includes:

* collecting food donations (we have a competition to see which side of participants for the Divine Office brought in the most jars of peanut butter, etc.),
* distributing books,
* praying,
* phone calls and visits,
* housing people during a hurricane,
* little appliance and gift card showers for those who lost their possessions in hurricanes/flooding,
* interacting with a Fraternity in a northern Region to help replace items in our Region during the hurricanes, etc.,
* Meals on Wheels volunteer
* Volunteer at the Daily Bread soup Kitchen every month.

100% of our Fraternity participates in our Apostolate

* Describe the activities (Mass, prayer services, etc.) your fraternity attends outside the regular gathering times.

(Please see the Program section below)

## JPIC, YOUFRA, ECUMENCIAL OUTREACH, VOCATIONS

* Describe the personal contact you have had with the youth in your area this past year.

We have instituted Franciscan Fridays with our local Catholic School

A Fraternity member is a member of the Catholic School Board

A member hosted the National Franciscan Youth/Young Adult conference in Sarasota

* Who is the current contact for your Youth/Young Adults/YouFra Animator for your fraternity?

Janice Novello, OFS

* How many in your fraternity, including the Minister or Youth Animator, attended any National or Regional Youth/YouFra Zoom or in-person workshops/meetings?

3

* List your Fraternity “JPIC” projects and activities for 2024.

Please see Program section

* Describe your participation in any Ecumenical outreach activities in 2024.

Members of local churches of other denominations were invited to view “The Letter” with us.

* Describe the activities you have done to increase vocations to the Secular Franciscans in your fraternity.
  + Pulpit Announcements
  + Flyers, pamphlets and Post cards were placed in churches with the contact info for individual fraternity members
  + Wear our Taus at all times
  + Individually invite people to Come and See our Fraternity Gatherings
  + Reserve tables at Parishes’ events so others can see our joy and meet us.

## GENERAL QUESTIONS

* What programs has your Fraternity participated in during 2024 (Retreats, Days of Recollections, special celebrations)?
* We joined in the annual February Retreat at Dayspring with other participating fraternities
* Two of us participated in the National Retreat for Formation Directors and Spiritual Assistants in Pittsburg
* Many of us meet each Wednesday via Zoom for Evening Prayer
* We participated in the Franciscan Patriotic Rosary the evening before the Election and the evening before the Inauguration
* Several participated in the FFMR Day of Recollection for Directors of Formation and Spiritual Assistants
* We participated in Mass and Diner to celebrate a member’s 40th Anniversary of Profession
* Council patriated in a day of Eucharistic Adoration, Mass and fellowship
* Several members joined with a parish Peace & Justice Ministry to support and participate in the special showing of “The Letter,” a movie featuring Pope Francis and the underpinnings of Laudato Si
* We joined with the local food bank to supplement food donations. One of our members was inspired to take over the Directorship of the Food Bank to have a more personal meaning for our Fraternity.
* Annual Advent party for members and guests to celebrate the Joy of the Incarnation
* Annual Celebration of the Transitus by Fraternity members and guests.
* “Lunch out” with a Bible Verse theme in the Fall for members and guests
* Collaborate with the Knights of Columbus to collect and delivery bread/pastry donations from Panera Bread
* Collaborate with a Parish Peace and Justice Ministry to collect and distribute food, clothing and necessary items to a different charity each month along with making ornaments and maintaining an Angel tree during Advent for monetary support of migrant workers
* What programs/events has your Fraternity Council planned for 2025?

This year we will have a newly elected Council, so it will be their decision.

However, some plans may include Celebrating the Jubilee Year, celebrating the 800th Anniversary of The Canticle and A Day of Recollection

* Is there anything you wish to share with the Regional Executive Council?

Not at this time

* Describe any difficulties you have had connecting with the Region when scheduling elections, visitations or when having problems within your fraternity.

Although our Election has been scheduled and “on the books” for almost three years, it has been very difficult to make it happen with Regional implementation.

* What has been your fraternity’s greatest challenge this past year?
  + The disruption of members lives due to hurricanes causing physical and monetary hardship’s
  + Severe illnesses
* What are your fraternity’s strongest asset(s)?

The members! They are willing to help each, pitch in get things done and show enthusiasm for new ideas

Our Council members are phenomenal. They have really taken Servant Leadership to heart.

* How many in person gatherings have you had this past year?

12

* About how many members attend in person?

Approximately 15-16

* How many attend through some electronic means?
  + Two who have a home away for the summer
  + Several of those members who can no longer attend physically participate in our weekly Zoom Evening Prayer
* 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)?

Received two phone calls from one Family Councilor

Received several Emails from a Family Councilor

* How often have you or your delegate attended your family gatherings this past year?

All but one this year and that was due to illness

* How are you keeping in touch with your shut-in members?

We keep in touch via phone calls, zoom prayer, notes

* How are you keeping in touch with your Active-Excused, Lapsed, or Temporary Withdrawn members?

We keep in touch via phone calls, zoom prayer, notes

* When was your last profession? October 2022 How many were professed? 1

TAU Magazine

* How many members received, and read the one printed copy of the TAU

All members receive the Tau

* How many members received, and read the 3 electronic copies of the TAU?

All members of our Fraternity receive the Electronic copy of the Tau via Fraternity Email. The printed copy of the Tau is downloaded and sent to every member via email.

* Do you prefer the electronic or printed copy of the TAU ( the cost for each printed version in Spanish and English is $30,000)

Printed

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!

## LOCAL FRATERNITY VISITS

Father Jerome Wolbert, OFM, one of our National Spiritual Assistants and the Provincial Spiritual Assistant for Our Lady of Guadelupe 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 9th and staying until May 27th.

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 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, 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.

**Availability to Meet with Fr. Jerome**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date** | **Day** | **Morning 9-12** | **Afternoon 1-4** | **Evening 5-9** |
| 5-10 | Saturday | **Yes** | **Yes** | **Yes** |
| 5-11 | Sunday (Mother’s Day) |  |  |  |
| 5-12 | Monday |  | **1st choice** |  |
| 5-13 | Tuesday |  | **3rd choice** |  |
| 5-14 | Wednesday |  |  |  |
| 5-15 | Thursday |  |  |  |
| 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 |  |  |  |
| 5-23 | Friday |  | **2nd choice** |  |
| 5-24 | Saturday |  |  |  |
| 5-26 | Sunday |  |  |  |

***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)