

PROVINCIAL CHAPLAIN

Following the resignation of the Rev. Jack Stapleton as Provincial Chaplain, the Standing Committee of Chapter met by conference call. By unanimous vote the committee ratified the Rev. Alden Whitney to be Acting Chaplain. Alden will continue his work as Formation Director as well. All correspondence for the Provincial Chaplain should be addressed to:

The Rev. Alden Whitney, M.D.  
Brookside Farm  
67 Long Ridge Road  
Danbury, CT 06810

**Intercessions**

Josephine Keer, Sister Mary Barnabas, died on November 10. Vespers of the Dead were sung with full choir on Sunday Evening, November 13, with Solemn Requiem Mass on Monday, November 14. She was 93 years of age and much loved by all in All Saints parish and by her Franciscan brothers and sisters.

John Brownfield and Sandy Shontz will be married on December 17th at St. Matthew's Church, Sacramento.

# INFORMATION SHEET

## CHAPTER HIGHLIGHTS & LATEST NEWS!



Third Order, Society of St. Francis  
American Province  
P.O. Box 1513  
Davis, CA 95617

Address Correction Requested

## Highlights of 1988 Chapter Meeting

The Chapter of the Third Order, American Province, Society of St. Francis met in several sessions, Wednesday through Friday, October 12-14th, 1988, at Saint Joseph's House, Little Portion Friary, Mt. Sinai, New York.

### Reports:

The following reports were distributed: Minister Provincial, Chaplain, Assistant Chaplain, Formation Directors - Mary Ann Jackman, Jackie Richards, Alden Whitney, Bursar, Fellowship Coordinator, Secretary, Franciscan Times Editor, Pax et Bonum, Minutes of the Inter-provincial Meeting in Harare. The Librarian and the Gift Shop, St. Louis Press did not submit reports.

**The First & Second Orders** A greeting was read to Chapter from Br. Rodney Godden, SSF, Minister Provincial of the first order. Br. Robert Hugh, SSF, First Order Visitor, reported to Chapter that he had visited Minnesota, Colorado-Wyoming, California, Florida, Illinois and is going to Hawaii before the end of the year. He has met with isolated tertiaries including a recent trip to Washington. A friar or sister has been to almost all convocations. Sr. Catherine Joy reported that the Community is at an exciting point. There is no more room at Army St. Hannah and Catherine Joy are leaving Brentwood and will need to find another location for three or four sisters. There are currently two postulants Doris Le Bron and Gretchen Good Pankratz formally a tertiary. Gretchen will be ordained Deacon by Bishop Swing in the new year. Sr. Anne, also formally a tertiary, will make her life profession next spring and Sr. Elizabeth Anne will make her simple profession. Sr. Suzanne has been working on the East Coast but is moving back to San Francisco in November. Sr. Suzanne submitted a report on her visits to the convocations. The community will do workshops, retreats, quiet days and welcome invitations. Sr. Mary Philomena, PCR gave Chapter a report on the Poor Clares activities in 1988. Sr. Mary Philomena and Sr. Mary Dorothea continue to dream and at this time have a dream that they will be able to develop a combined project with the brothers at Little Portion. They hope to build a new building with some separate areas and some areas in common including guests rooms for a center on spiritual direction. They are working with the brothers to have something on paper by the time of the executive First Order meeting in mid-November. The second order is still well supported financially and prayerfully.

### **The Minister General**

Bob Pope reported that it is also exciting times in the Third Order. In the past the Third Order has seen itself as four or five separate bodies but now is realizing importance of being brothers and sisters all around the world. The meeting in Harare worked towards this goal and Dee Dobson worked hard and has been an inspiration behind this movement. The Minister of the Society, Br. Michael, SSF will be attending the European Chapter. The European Province publication, the Chronicle can be obtained from Gwen Mossop, her address is in the Directory.

**The Song Book** is still in process. The secretary reported that it should definitely be printed by next Lent!

**The Census** Total membership 548, Professed 329, Noviced 81, Postulant 81, Unknown 17, Clergy 118, Outside the USA 76, Africa 174

**Franciscan Times** Joanne Maynard, the editor of the Times has requested that Chapter find her successor. There was discussion of the role of Franciscan Times to develop a wider sense of community between the fellowships and to further include isolated tertiaries in the Third Order family.

**Pax et Bonum** Chapter expressed its thanks to Terry Rogers and Arthur Wolsoncroft for the first edition of Pax et Bonum.

**Troubadour** Terry Rogers has agreed to be the contact person for the International newsletter. The first edition was mailed out in 1987. The name is to be changed to Il Poverella because of a conflict with the European First Order Community newsletter.

**The Information Sheet** The Secretary reported that there had been an enthusiastic response to the request for intercessions to be offered during Chapter and that she would try to include any that were sent to her during the year in the Information Sheet. The intercessions were placed on the altar during the week of Chapter.

**Mailing to Africa** By unanimous vote, Chapter approved the mailing of copies of Pax et Bonum to the tertiaries in Africa.

The Provincial Minister reported that the tertiaries in Africa would welcome books and other printed materials as they are in short supply. The Sacramento fellowship is planning to develop a friendship with a fellowship in Africa and this might be a suggestion for other fellowships to consider.

**The Caribbean and South America** Jacqueline Richards reported that there may not be any tertiaries in Barbados and Jamaica as she has been unable to contact them. Roy Mellish in Costa Rica has had his mail returned.

The mail to both Africa, the Caribbean and South America is always a problem.

### **Ratification of the Chaplain**

**By unanimous vote Jack Stapleton was ratified as the Chaplain.**

Masud Syedullah thanked the Chapter for the opportunity to serve as Chaplain. He said that he appreciated the support by prayerful hands helping and sharing. He said that it was a bittersweet farewell and that he hoped to be able to serve the Order in another capacity at some time in the future. Masud has accepted an exciting opportunity to follow his vocation in adult education and faith development with a new parish.

### **Interprovincial Report**

**The professional cross** will be the same design as the current one but sturdier and the front will be slightly bronzed. The cross was designed by Br. William, SSF. Brother William is a singer of songs and a potter. He is originally from England and moved to Australia in the 60s where he now lives in Brisbane. The American and European Provinces are working on funding the start-up costs for the new crosses. Everyone will eventually be sent one of the new ones to wear on Franciscan occasions as agreed at the 1987 Chapter.

The Exhortation and Pledge in the *Order of Admissions* will become the common with the following changes:

**page 8 & 9**

**'...within the family of God' will change to 'as the family of God'**

**page 10**

**Add 'with joy' after 'persevere'**

### **Renewal in absentia**

Some of the other provinces have included a way for tertiaries to renew their vow in absentia when for valid reasons they cannot do so in person. There was discussion of the community versus the personal point of view and what constituted a valid reason. It was felt that renewal in absentia would be by mandate from the Area Chaplain and should be used rarely. No consensus of opinion was reached by Chapter. A working committee, Jack Stapleton, Masud Syedullah, Terry Rogers, Alden Whitney and David Nard, will work on a proposal over the next year to be brought to Chapter in 1989. Opinions will be solicited from convocations, and Area Chapter meetings.

**The Principle & Rule** The committee moved and the Chapter unanimously passed the following: **That we reaffirm our request to the Interprovincial Chapter that they consider the inclusive language edition of the Principles & Rule for common use. If provinces wish to write their own commentary on the Principle & Rule they should clearly distinguish it from the Principles without deleting or amending the original text.**

The minutes of the Interprovincial meeting state that:

**A tertiary shall have a spiritual director who is normally a Third Order member a, priest or lay , and who receives spiritual direction.**

In the American Province most spiritual directors are not Third Order due to geography and availability. Also traditionally there has been a distinction between the roles of the spiritual director, the area chaplain and the formation director. The spiritual director is a wider role, is more intimate and personal and needs as few restrictions as possible.

The constitution states that: **Each member of the Third Order must have a spiritual director who normally is under spiritual direction and accepts "the Principles" as a basis for direction.**

**The Chapter voted unanimously: With regard to the apparent conflict between the minutes and the constitution we affirm the constitution section 4.1.**

**The Constitution Chapter studied the constitution distributed by the Interprovincial Chapter for review by the individual provinces. By unanimous vote several changes were suggested and the Minister Provincial will present them at the next meeting of the Interprovincial Chapter.**

**Other Aid As money is available this year, Chapter approved the following allocations unanimously:**

**Fifth Company preschool, Trinidad \$1000.00**

**Family Link, San Francisco AIDS family project \$500.00**

**Summer House for the developmentally disabled in Yolo CA \$300.00**

**St. Francis House for juvenile offenders \$200.00**

**Profession crosses for the cost of the mold \$1000.00**

**\$1000.00 for the profession crosses and additional \$1000.00 to be transferred from the reserve fund to cover the additional grants.**

**Burn out Chapter discussed the problem of burn out among tertiaries ministering in the formation program and other officers in the Order.**

**The following recommendations were unanimously approved:**

**1. Postulants will monthly for six months for a total of 6 reports. Novices will report every other month for twenty four months for a total of twelve reports. The focus in the formation letters is Franciscan spirituality and they will be reduced to 18.**

**2. The Formation Directors will have secretarial help.**

**3. The assistant formation directors will review the novice files at the midpoint instead of the formation director. If there are problems they will be referred to the formation directors. This will give the AFD an opportunity to see review the counsellor-novice relationship.**

**4. Postulants will gather all references and will submit them in one envelope to the assistant formation director for novice requests.**

**5. Novices will gather all references and will submit them all to the formation director at one time when they request profession.**

**6. After profession the counsellors are to return the files to the assistant formation director who will review the file to see if the person has the skills needed to be a future counsellor.**

These procedures will take place immediately. Formation letters will be sent out two at a time until the revisions are made. These recommendations have been used on a trial basis during the past year and have been successful.

**The following statute change was approved by unanimous vote to reflect these recommendations:**

**Delete first three paragraphs under section C.1**

**Replace with:**

**Normally after at least a two year novitiate, the novice may request profession in the following manner: The novice shall request recommendations from his or her novice counsellor, spiritual director, and where applicable, from the convener of the local fellowship. To these documents the novice shall add his or her own written request for profession, and shall send them all at one time to the formation director.**

**Also Chapter unanimously approved the following:**

**The fellowship coordinator shall respond to the fellowship reports with copies to the Minister Provincial and the following statute change to B.2: delete the word alone and replace with or his/her appointed delegate.**

**It was also passed unanimously that Chapter form committees to look at major leadership job descriptions one year before the term expires to see if the description is realistic or needs revision.**

**The Budget 1987** ended with a surplus which was distributed between the First Orders and 1988 started with a zero balance. The 1989 budget reflects a modest increase in the total budget of \$3500.00. Three categories were deleted this year.

The Interprovincial Chapter expenses for this year were paid with funds set aside in previous years for this purpose. The Interprovincial Chapter will meet yearly for the next three to five years and money will have to be allocated next year.

The secretarial help for the Formation Directors is included in the Formation budget. The formation budget fluctuates depending on the costs for travel to convocations. There may need to be more money budgeted in this area to bring counsellors and assistant formation directors together for training. This may also be true for Chaplains and Area Chaplains. This is seen as a way to provide training and prevent burn-out. Chapter recommended encouraging convocations to arrange a day prior to the convocation for this kind of activity.

**The budget was recommended to the corporation by unanimous vote.**

**Professions** The following novices were elected to profession by unanimous vote: Alan Easterwood, Karen Wade, Kay Sevick, Joan Fouts and Sheila Fling

**Releases** The following people were released from the vows by unanimous vote: Dorothy Couture, Joan Mann, Fred and Barbara Gamble and Donald Briggs

**First Order Visitor** Br. Rodney asked for recommendations from Chapter to the First Order visitor. Three names, Br. Jon Bankert, Br. Justus and Br. Donald Sullivan, were forwarded to Br. Rodney for consideration at the 1989 First Order Chapter meeting.

**Needs of the Professed** A request was submitted that Chapter consider options to Daily Office in the Rule. Chapter deliberated the request and concluded that the Daily Office in any of the variant forms allowed in the Prayer Book remains a part of the Rule under obedience but as in all parts of the Rule pastoral discretion and sensitivity should be exercised with situations that come up from time to time.

Concern was expressed concern that changes in formation were not circulated in a timely and uniform fashion. Chapter acknowledged that this had been a problem and hoped that the recommendations adopted this year would prevent this happening in the future.

A convener communicated her concerns regarding disbanding of fellowships, the hierarchical rigidity of the Order and the requirements for Conveners. While Chapter appreciated her concerns they felt that the matter of disbandment had been handled properly. Chapter has investigated the duties of the convener and feels that no changes are necessary and that conveners may delegate duties.

Also requested was that Chapter be open to all members. Chapter reconfirmed that the meeting is open except for the discussion of professions and releases.

Masud Syedullah notified the Chapter of the request for formation of a fellowship in Cincinnati to be called the Laverna Fellowship. Masud will also work on a convocation for the Ohio, Kentucky and Western Pennsylvania area.

Chapter's attention was brought to the concern for professed members who do not attend fellowship meetings. Fellowship meetings are not a requirement but are encouraged. Chapter recommended that area chaplains and conveners work together on this problem.

Chapter was asked to consider adding the office of Ombudsman. Chapter acknowledged the concerns raised by this request but they felt that actions taken on burn-out during this Chapter meeting will lessen the load of existing officers and that an Ombudsman was not needed at this time.

Chapter was asked to sanction the formation of a community of penance of professed tertiaries. Chapter agreed that Third order is a community although we live apart. Some members do chose to live together and for those that do no authorization is required. Third Order members are already bound to a Rule and Way of Life and their standards and practises must be consistent with the Third Order Principles and Rule. Wearing a habit, a separate designation and representation on Chapter would be inconsistent with the Third Order structure. Distinctions between the First and Third Orders are important to be maintained. Searching for appropriate ways to live out the Third Order vocation challenges us all.

#### **Provincial Minister and Minister General's report of trip to Africa**

The Provincial Minister and the Minister General gave very moving reports of the time spent in Africa. Dee visited Ghana before travelling to Harare and also was able to spend time in South Africa. She brought back a photo album which will be circulated at the convocations and fellowship meetings. Bob spent several weeks in Harare helping Br. Geoffrey with his three parishes. He also made trips to Dar es Salaam and Bulawayo. Bob thanked the American Province for supporting the Central Fund for interprovincial meetings. The next interprovincial meeting will be in Australia in 1989. The Provincial Minister was asked to write an account of her journey for the Franciscan Times.

#### **Resolutions and Thanks Chapter unanimously passed the following:**

To Bob Pope for his meditations for the Quiet Day, his presence at Chapter and his sense of humor which is pretty good for a Brit! To the Brothers at Little Portion and Vivian, the cook, who achieved the impossible - comfort and food beyond our every need. To Sr. Mary Dorothea and Sr. Mary Philomena for their hospitality and may their dreams come true in 1989. To Sr. Catherine Joy who chose to celebrate her birthday with us. To Br. Robert Hugh may all his journeys be uneventful. To Dorothy Clayburg for supplying us with goodies. To Robert Whitaker, Kale King and Richard Mowry for their past service as formation counselors. To Felicia White Mason and Karen Partin for many 'rescue missions' on behalf of the Chaplain. To Anita Catron, Glen-Ann Jicha and Marie Webner, you were missed. To Carol Tookey for agreeing to enter the lion's den. To all who aided and abetted members of chapter during the past year. To the Secretary for being at the Provincial Minister's right hand during Chapter. Greetings to the Ecumenical and Secular Franciscans. Greetings and welcome to the Reginald Halls from New Zealand who are exchanging with Al and Mary Lou Hall.

#### **Necrology**

Bob Affleck, Richard Asdel, Elwood Boggess, Joy Effer, Morris Hulsizer, Eunice Hamilton, Esther King, Marion Sessions and Dodie Walker were remembered during the Eucharist on the last day of Chapter.

The next Chapter meeting will be October 11th - 13th, 1989 at St. Joseph's House. There will be a quiet day preceding Chapter on October 10th.

The Provincial Minister thanked Chapter for their time, gifts and love.

**A complete set of the minutes and reports can be obtained from the secretary.**

**Please send all address changes, dates of novicing and profession to the Provincial Secretary:**

Ann Harris  
555 Reed Drive  
Davis, CA 95616

If you know that a friend is moving why not save them a chore and forward their new address to the secretary?

## THIRD ORDER BUDGET FOR 1989

Chaplain	4000
Assistant Chaplain	750
Area Chaplains	500
Fellowship Coordinator	1500
1st Order Visitors	2000
Regional/Scholarship needs	500
3rd Order Central Fund	2000
<b>TOTAL COMMUNITY</b>	<b>11,250</b>
Directors & AFDs	5500
Counselors	500
Training	500
<b>TOTAL FORMATION</b>	<b>6500</b>
Franciscan Aid Fund	750
Other Aid	1800
1st Orders	4000
<b>TOTAL OUTREACH</b>	<b>6600</b>
Information Sheet	1650
Franciscan Times	1650
Brochures and booklets	3000
Copier	300
<b>TOTAL COMMUNICATION/SECRETARY</b>	<b>6600</b>
Guardian	6000
Guardian discretionary	1000
Inquirer correspondence	250
Bursar	1200
<b>TOTAL SERVANTS</b>	<b>8450</b>
Annual Meeting travel	6000
Annual meeting accomodations	4000
Standing committee	100
<b>TOTAL CHAPTER</b>	<b>10,100</b>
<b>GRAND TOTAL</b>	<b>\$49,500</b>



## Society of St. Francis, 3rd Order Finances for 1987

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Totals	1987 BUDGET
Chaplain	1,700.00	1,082.91	152.00	1,900.01	4,834.92	3,500.00
Asst Chaplain	34.92	672.86	29.78	59.99	797.55	700.00
Area Chaplains	0.00	0.00	0.00	0.00	0.00	1,000.00
F'ship Coordinator	0.00	266.62	592.39	428.00	1,287.01	800.00
1st Order Visitors	647.00	457.00	78.00	691.67	1,873.67	3,000.00
Regional Meetings	0.00	0.00	0.00	0.00	0.00	400.00
Scholarship Aid	0.00	0.00	0.00	0.00	0.00	0.00
Interprov Chapter	500.00	0.00	0.00	0.00	500.00	500.00
General Convention	0.00	0.00	0.00	0.00	0.00	0.00
Reserve for 1988	1,000.00	0.00	0.00	0.00	1,000.00	1,000.00
TOTAL COMMUNITY	3,881.92	2,479.39	852.17	3,079.67	10,293.15	10,900.00
Directors & AFDs	0.00	1,234.10	1,727.02	1,064.70	4,025.82	5,000.00
Counselors	12.50	847.89	206.74	105.25	1,172.38	1,500.00
Training	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FORMATION	12.50	2,081.99	1,933.76	1,169.95	5,198.20	6,500.00
Franciscan Aid Fund	500.00	0.00	0.00	0.00	500.00	500.00
Non-Franciscan Aid	0.00	0.00	0.00	1,500.00	1,500.00	1,000.00
1st Order & Clares	3,500.00	0.00	0.00	7,607.04	11,107.04	3,500.00
TOTAL OUTREACH	4,000.00	0.00	0.00	9,107.04	13,107.04	5,000.00
Information Sheet	0.00	0.00	0.00	0.00	0.00	1,300.00
Franciscan Times	0.00	12.79	5.64	10.64	29.07	500.00
Brochures & Booklets	0.00	0.00	0.00	2,000.00	2,000.00	2,000.00
Library	0.00	0.00	0.00	0.00	0.00	175.00
TOTAL COMMUNICATION	0.00	12.79	5.64	2,010.64	2,029.07	3,975.00
Guardian	114.25	2,119.00	1,007.00	2,039.94	5,280.19	4,700.00
Guard'n Discretionary	1,000.00	0.00	0.00	0.00	1,000.00	1,000.00
Secretaries/AH,GG-P	1,000.00	1,000.00	1,000.00	0.00	3,000.00	3,500.00
Bursar	362.00	165.00	436.10	192.78	1,155.88	1,250.00
TOTAL SERVANTS	2,476.25	3,284.00	2,443.10	2,232.72	10,436.07	10,450.00
Annual Meeting						
Travel	0.00	0.00	1,456.00	2,531.16	3,987.16	5,000.00
Accommodations	0.00	0.00	0.00	3,063.37	3,063.37	3,000.00
Standing Committee	0.00	0.00	0.00	0.00	0.00	175.00
TOTAL CHAPTER	0.00	0.00	1,456.00	5,594.53	7,050.53	8,175.00
GRAND BUDGET TOTAL >>	10,370.67	7,858.17	6,690.67	23,194.55	48,114.06	45,000.00
Brought forward	534.19	4,043.96	5,049.49	8,313.38	534.19	
Income	13,880.44	8,863.70	9,954.56	14,881.17	47,579.87	
Expenses	10,370.67	7,858.17	6,690.67	23,194.55	48,114.06	
BALANCE	4,043.96	5,049.49	8,313.38	0.00	0.00	
PLEDGE NUMBER	268	314	330	355	355	

## Changes since the 1988-89 Directory went to press

### First Page:

David Nard is the Vice President of the Corporation

Dee Dobson is Minister Provincial not Guardian

Fr. Jose Valenzuela is Formation Director for Central & S.America

### Professed

Carolyn Denny, 10/01/88

Cynthia Morse, 09/10/88

Katherine Prehm, 04/26/87

Pauline Hare, 09/26/88

Mary Louise Reed, 08/13/88

Sharolyn Welton, 08/13/88

### Noviced

Barbara Bender, 08/13/88

James Campbell, 06/04/88

Sue Heinsohn, 10/08/88

Edward J. Mills, 07/27/88

Vik Slen, 07/09/88

Kathryn Wilkerson, 06/08/88

John Brownfield, 08/13/88

C.D. Cooksey, 08/11/88

Barbara Mackey, 07/01/88

Doug Scott, 10/01/88

Shirley Smith, 08/13/88

Richard Keeney, 07/04/88 received from the Secular Franciscans.

### Lapsed, withdrawn, dismissed

Joseph Allen, Bruce Baillie, William Beare, Laurie Best, Dennis Bupp, Noel Burke, James Chipps, Connie Coligny, Deborah Dresser, Bob Dudley, Jon Dwyer, Mark Earl, Martha Elliott, Kathleen Gearhart, Joye Goolsbay, Emma and George Grenier, James Ketler, Ann Mancini, Joyce Marks, Dudley McLean, Dutton Morehouse, Albert Rosevich, Gail Smith, Dana Swears, Mary Webb, Brenna Williams, Winston Wright

### Released

Don Briggs, Dorothy Couture, Fred & Barbara Gamble, Louise Mangini, Joan Mann, Jeri Lynn Miller, Richard Mowry