

Regional Fraternity of Eastern Canada

Revised: April 28, 2016

PRE – FRATERNAL VISIT AND ELECTION QUESTIONNAIRE

1) Our Fraternity Name _____

2) Name and address of our meeting place _____

3) The following check-off items are our fraternity records and will be presented to the Visitor for examination (original please – no photocopies)

	[]	Comments
a) Register of Minutes for Council Meeting	[]	_____
b) Register of Minutes for Fraternity Meetings	[]	_____
c) Financial Ledger	[]	_____
d) Bank Book	[]	_____
e) Fraternal Budget	[]	_____
f) Directory of Members	[]	_____
g) Record of Attendance	[]	_____
h) Profession Register	[]	_____
i) Register of Correspondence	[]	_____
j) Record of Library Resources	[]	_____
k) Photo album/Scrapbook of Fraternity Activities	[]	_____
l) Fraternity Archives	[]	_____
l) Local Fraternity Council Handbook (latest revision)	[]	_____

4) Name of the last Pastoral Visitor(s) _____ Date _____

5) Frequency of Fraternity meetings _____ When? _____

6) Frequency of Council Meetings _____

7) Other gatherings of our fraternity and their frequency _____

8) Fraternity Membership a) Number of Permanently Professed Members _____

b) Number of Temporary Professed Members _____

c) Usual number who regularly attend meetings _____

9) Number of persons presently in Formation: Period of Inquiry _____

Period of Candidacy _____

10) The number of minutes during regular Fraternity meeting devoted to: a) Prayer _____,

b) on-going formation _____, c) Social _____, d) business _____ e) other _____.

11) Material used during: a) Initial Formation _____,

b) On-Going Formation _____.

12) Format of ongoing formation used at our regular fraternity meetings

13) Briefly describe how Inquirers and Candidates are checked for signs of authentic vocation to the Secular Franciscan Order prior to the next stage of formation

14) Name of our Spiritual Assistant _____

15) Role of our Spiritual Assistant at Council meetings

16) Role of our Spiritual Assistant at regular Fraternity meetings

17) The current Council was elected in _____. *Councilors may be elected for two consecutive terms of 3 years each. A third term requires a two-thirds majority on the first ballot. (See General Constitution Article # 79).* Please check of the appropriate box beside the name of each of each officer.

OFFICE	NAME	1 st TERM	2 nd TERM	3 rd TERM
Minister				
Vice-Minister				
Secretary				
Treasurer				
Formation Director				
Youth Contact (Appointed)				
JPIC Representative (Appointed)				

18) Please outline the strengths of your Fraternity as you see them:

19) Please outline the concerns or areas that need improvement:

20) Any other comments:

Date

Minister's Signature