



ORDER OF CARMELITES  
North American Province of St. Elias

Lay Carmelite Office

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20 \_\_ ANNUAL REPORT

**NEW ADDITIONS:**

- 1. TREASURY REPORT – FORM ATTACHED**
  
- 2. PLEASE ENCLOSE WITH THIS REPORT THE COMMUNITY’S CURRENT MEMBER DIRECTORY**

Community Name: \_\_\_\_\_ No. of Members \_\_\_\_\_

Meeting Place: \_\_\_\_\_

Address: \_\_\_\_\_

Monthly Mtg. Day/Date: \_\_\_\_\_ Time: \_\_\_\_\_ to \_\_\_\_\_

Date of Last Election: \_\_\_\_\_ Date dues were paid \_\_\_\_\_ Total Amount \$ \_\_\_\_\_

\*\*\*\*\*

**DIRECTOR:**

Name: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_

E-Mail: \_\_\_\_\_ Cell# ( ) \_\_\_\_\_

**ELECTED COUNCILORS:**

Name: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_

E-Mail: \_\_\_\_\_ Cell # ( ) \_\_\_\_\_

Name: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_

E-Mail: \_\_\_\_\_ Cell # ( ) \_\_\_\_\_

Name: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_

E-Mail: \_\_\_\_\_ Cell # ( ) \_\_\_\_\_

If more than 3 elected councilors, continue at end of report

***Formation Director:***

Name: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_

Email: \_\_\_\_\_ Cell # ( ) \_\_\_\_\_

**Secretary:**

**Name:** \_\_\_\_\_ **Phone:** ( ) \_\_\_\_\_

**E-mail** \_\_\_\_\_ **Cell #** ( ) \_\_\_\_\_

**Treasurer:**

**Name:** \_\_\_\_\_ **Phone:** ( ) \_\_\_\_\_

**E-mail:** \_\_\_\_\_ **Cell #** ( ) \_\_\_\_\_

**SPIRITUAL ASSISTANT:**

Name: \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

Parish Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

**Please list all New Candidates (those preparing for Reception)**

Name: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Date Phase I began: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Date Phase I began: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Date Phase I began: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Date Phase I began: \_\_\_\_\_

**Please list any member who has moved since last year's report with their NEW information**

Name: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

**Please list any member who has become inactive or left the community within the past year**

Name: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Status:  Inactive  Left Date of last meeting: \_\_\_\_\_

Reason: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Status:  Inactive  Left Date of last meeting: \_\_\_\_\_

Reason: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Status:  Inactive  Left Date of last meeting: \_\_\_\_\_

Reason: \_\_\_\_\_

**Please list any member who has died within the past year**

Name: \_\_\_\_\_ Date of Death: \_\_\_\_\_

Name: \_\_\_\_\_ Date of Death: \_\_\_\_\_

Name: \_\_\_\_\_ Date of Death: \_\_\_\_\_

**Please list any members who have been Received, Temporary Professed or Final Professed this past year.**

		Received	Temp. Prof	Final Prof.
1)	_____ Date _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2)	_____ Date _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3)	_____ Date _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4)	_____ Date _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5)	_____ Date _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6)	_____ Date _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7)	_____ Date _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8)	_____ Date _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9)	_____ Date _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10)	_____ Date _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**ANNUAL TREASURY REPORT  
YEAR ENDING 20\_\_\_\_\_**

**PLEASE USE ENDING BALANCES:**

- 1. JANUARY**                    \$ \_\_\_\_\_
- 2. FEBRUARY**                \$ \_\_\_\_\_
- 3. MARCH**                    \$ \_\_\_\_\_
- 4. APRIL**                     \$ \_\_\_\_\_
- 5. MAY**                        \$ \_\_\_\_\_
- 6. JUNE**                      \$ \_\_\_\_\_
- 7. JULY**                      \$ \_\_\_\_\_
- 8. AUGUST**                  \$ \_\_\_\_\_
- 9. SEPTEMBER**              \$ \_\_\_\_\_
- 10. OCTOBER**                \$ \_\_\_\_\_
- 11. NOVEMBER**              \$ \_\_\_\_\_
- 12. DECEMBER**             \$ \_\_\_\_\_