

Raleigh Morning Star Comitium Praesidia Annual Reporting Form

Name of Praesidium:

Date Founded:

Parish:

Period Report Covers:

Annual Report #:

Date Report Given:

Date of Last Report:

Names, addresses, phone numbers, email of Officers and Spiritual Director

*Include Term of Office date. If office not filled, list vacant

President (Term)	Vice President (Term)
Secretary (Term)	Treasurer (Term)
Spiritual Director	

Names of other Active Members:

Dates of Planning Visitations with Spiritual Director:

Number Active: Permanent: Probationary: Praetorian:

Give Promise Status of Probationary Member(s):

Number of active in the 18 - 40 age group:

How many active members were gained/lost since last report: gained and lost

Active Members Gained: (Became Permanent:)

Active Members Lost: (Became Auxiliary: Transferred Presidiums: Moved: Died:)

Number Auxiliary: Permanent: Probationary: Adjutorian:

How many auxiliary members were gained/lost since last report: gained / lost

Gained: (Became Permanent:)

Lost: (Became Active: Transferred Presidiums: Moved: Died:)

Attendance of active members at...

Weekly meeting: % Acies: members

Outdoor function: members Annual Reunion: members

Recruiting drives at your parish:

Recruiting attempts for active members:

ASSIGNED WORKS

Indicate work and number of times per month work is done.

Also indicate with an asterisk any work that is new since last report.

Conversion

Conservation

Consolation

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List any dropped from last year:

WORK STATISTICS

Annual Bishop's Report format; provide statistics for each type of work performed.

<i>Work/Statistics</i>	<i># of Visits/Homes/Calls/Setups or Sessions Led by the Legion*</i>	<i># of Contacts (people spoken to)</i>
<i>Nursing Home/Hospitals/Hospices</i>		
<i>Prison Ministry</i>		
<i>Pilgrim Virgin Statue</i>		
<i>New Parishioner Visitation</i>		
<i>Other Home Visitations (Shut-in, Newly Baptized, etc)</i>		
<i>Auxiliary Home Visitation</i>		
<i>Book Barrow/Crowd Contact</i>		
<i>Parish Information Table/Recruitment Table</i>		

<i>Enthronement of the Sacred and Immaculate Heart</i>		
<i>Door-To-Door</i>	<i>0</i>	Total Contacts: Catholic, Active: Catholic, Inactive: Catholic, Unknown: Catholic, TOTAL:
<i>Legion Led Bible/Book Studies</i>		
<i>Junior Legion of Mary (if applicable)</i>		
<i>Funerals Attended</i>		
<i>Rosary Recitation prior to funerals</i>		
<i>Catechism Classes/Faith Formation</i>		
<i>Total distribution of sacramentals and Catholic literature</i>	<i>total # of sacramentals</i> <i>total # of Catholic literature</i>	

***** For consistency, count the number of times a group visits the location. e.g., if 5 people are assigned to visit the location together, count it as one visit.***

CCD? YES/NO

RCIA? YES/NO

Patricians Group? YES/NO

List any additional works:

Known Results

Count the result if there was substantial involvement as part of assigned Legion work. e.g., if during home visitation a family without a valid marriage was encountered, count a subsequent validation.

Returned to the Church:

of Conversions:

of Baptisms:

of Marriages Validated:

Other Significant Accomplishments:

Care of Auxiliaries

Number visited (face-to-face contact):

List events and activities the praesidium sponsors for them including auxiliary attendance:

What methods are used to recruit?

How many recruiting contacts were made for active membership during this period?

Was the praesidium involved in extension? *Yes/No*

Elaborate:

Was an Exploratio Dominicalis performed? *Yes/No*

If Yes:

At which parish?

How many teams?

Attempts:

Catholics, Active:

Catholics, Inactive:

Total Contacts:

How many members participated in a PPC? *0*

How many members attended a Legion retreat? **Another retreat?**

Consecrated themselves to Jesus thru Mary using the DeMontfort system?

What is the praesidium doing to promote the causes of Frank Duff, Edel Quinn, and Alfie Lambe?

List previous goals and results of achievement, i.e., Accomplished or Not Accomplished.

Identify new annual goals and state them in quantifiable, measurable terms:

Highlights: (List 3 to 5)

Treasurer's Report:

Audit Date:

Are all expenses that are paid for by the Treasurer approved by all in attendance at the meetings?

The Treasury

Income:

Beginning Balance	\$
Secret Bag Collection	\$
TOTAL INCOME	\$

Expenses:

Donations to the Curia	\$
Supplies including sacramentals/literature	\$
Mass For Deceased Legionaries	\$
TOTAL EXPENSES:	\$

BALANCE as of \$

All Officers sign the report

President

Vice President

Secretary

Treasurer

RALEIGH MORNING STAR COMITIUM, LEGION OF MARY
PRAESIDIUM AUDIT FORM

Date: _____

Name of Praesidium: _____

Date of Last Audit: _____

Name of Treasurer: _____

Please answer the following questions. If the answer is NO, please explain in the Comments section.

1. Does cash on hand agree with the balance on hand in the ledger? Yes/No
2. Is there a receipt/invoice for all expenditures? Yes/No
3. Is the math correct since the last audit? Yes/No

Comments: _____

Auditor's Name: _____ Signature _____

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Retain a copy for the treasurer's files and send a copy to the Curia or Comitium