

If you received this report form by e-mail, then please complete and return it online; cc to: your Diocesan Coordinator and Provincial President, or you may mail the completed form to the BStA National Office (address below). This form is on the Brotherhood website as part of the Chapter Development Guide, and can be retrieved using the following link: https://brothersandrew.net/wp-content/uploads/2022/09/20211130_BStA_Chapter_Development_Guide_Outline_11-30-21.pdf

The Brotherhood of St. Andrew, Inc.
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2023 Annual Chapter Report (ACR) for Chapter _____ *(due to National Office between Dec. 1, 2023 and Nov. 30, 2024)*

Dear Chapter Director - Each year we send a roster of Chapter members to each Chapter Director to ensure records are accurate. Please review the roster, make corrections/additions in the section on the ACR, complete remainder of the ACR and submit. If you have not received a Chapter roster, please email the National Office at admin@brothersandrew.net. This document 1) is a key element of our culture, 2) provides key field information, 3) provides accountability for BStA processes and activities, and 4) is a basic document for the assessment and completion of the BStA Annual Scorecard – measuring how we are doing at living out the BStA Vision and Mission. Please review the PPT document on the CDG under the Annual Report heading, line item #15 to see information on the ACR value, ACR requirements, and ACR process – reached at the link above.

Submitted by: _____ Chapter Officer Title: _____ Date: _____

Church Name: _____ Church Telephone: (____) _____ Church Address: _____

Where does your Chapter meet?

What is the frequency of your Chapter meeting?

How many Brothers were at your most recent meeting?

How involved is your Priest – 1 2 3 4 5 (5 is very active)

Briefly summarize activities of your chapter, for the previous year, including service projects, and the value of activities and projects towards BStA Vision.

Briefly summarize any Chapter activities or projects your Chapter is planning for the next year, including the value towards BStA Vision.

How could the BStA National Office help you better?

Current chapter officer information. Provide e-mail addresses, if available:

POSITION	PHONE #	CELL PHONE #	E-MAIL ADDRESS
Director			
Vice Director			
Secretary			
Treasurer			
National Council Member (may be member other than officer)			
Rector			

Chapter membership – please enter below new members not on the roster you received, and changes to the roster you received

First name	Last Name	New Yes/no	Pledge Amt	Mailing Address	City State Zip	Email address and Phone Number	Date of Birth MM/YR

What changes would you make to this form for next year?