



Please print answers. Then scan or photograph the completed document to create a PDF or JPEG file. Send an email with file attached to admin@brothersandrew.net and copy your Diocesan Coordinator and Provincial President as recipients on the email. Or you may mail the completed form directly to the BStA National Service Center, P.O. Box 1382, Louisville, KY 40201.

2025 Annual Chapter Report (ACR)

Due to BStA Service Center between November 30, 2025 and January 31, 2026

Dear Chapter Director--A roster of the BStA members in your chapter is available upon request to admin@brothersandrew.net. Please review the roster, make corrections/additions/deletions in the section on the ACR.

To qualify as a Houghteling Chapter, each chapter must meet both of these requirements:

- 75% of the chapter membership had paid dues for 2026 no later than January 31, 2026.
- 2025 annual chapter report including names, addresses, phone numbers and e-mails of members and an officer roster no later than January 31, 2026.

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/Discipline.

REQUIRED INFORMATION:

CHAPTER NUMBER _____

PARISH Name: _____ **PARISH phone:** (_____) _____

PARISH Address: _____ **PARISH E-MAIL ADDRESS:** _____

Submitted by: _____ **Chapter Officer Title:** _____ **E-mail Address:** _____ **Date:** _____

1. When & where does your Chapter usually meet?
2. How often each month does your chapter meet or have planned activities?
3. Does your chapter have meetings that are Hybrid or only Zoom?
4. Does your chapter follow the Order of Worship found in our Devotional Handbook?

5. Does your chapter sing hymns or include music during your gatherings?
6. What types of “fellowship” does your chapter do?
7. Does your chapter sponsor a junior Brotherhood group or other youth activities?
8. Does your chapter have a special service, rededication, or other observance on St. Andrew’s Day, November 30th?
9. What is the average number of Brothers attending your meetings/activities?
10. How supportive is your Priest of the Brotherhood? Circle: 1 2 3 4 5 (*5 is very active*) .
11. The Brotherhood has seven ministry programs. What does your chapter do to support these ministries locally or in your community?
12. Based on your chapter’s previous activities, what activities does your chapter plan for the coming fiscal year?
13. What can the Brotherhood of St. Andrew as a service center and a community of good men need to do to make your chapter and others more successful?
14. Does your Chapter have local dues/fees above the National dues of \$50? If yes, how much? _____
15. Does your chapter have any local fund-raising activities? If yes, please briefly explain the purpose of these events/activities.

Current chapter officer information. Provide e-mail addresses and Cell Phone number. (REQUIRED)

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

Additional Chapter membership: Please enter below

You may also submit your ENTIRE chapter membership roster by attaching another page. (Please include Name, Address, City, State, Zip, Phone, Email Address, Date of Birth.)
ALSO PLEASE let National know any brothers on your roster who have died, moved or left your chapter .

First name	Last Name	Dues	Mailing Address	City State Zip	Email & phone	DOB

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