

**Letter to Conveners and Secretaries for the  
September Local Chapter Reflection  
“Led by the Spirit”**



Dear Local Chapter Convener,

We hope this letter finds you enjoying these August days as Summer begins to turn to Fall.

As part of the ongoing work of the “Living into Our Legacy” Task Force, we are writing to ask for your collaboration in convening your Local Chapter Group sometime during the month of September. We appreciate all that you did to support us this past Spring and at the Summer Gathering. As we look forward to the first Local Chapter meeting of 2024-2025, we want to thank you in advance for facilitating this gathering and for inviting someone from your group to serve as secretary. The feedback from the discussion is particularly important at this time. Should you have any questions, please contact Meg Guider by phone (773-551-3037) or by email ([guider@bc.edu](mailto:guider@bc.edu)).

With our sincere gratitude for all you do,  
Barbara, Darcy, Jeanne, MJ, Meg and Sue



## **Guide Sheet for the September Local Chapter Meeting**

Immediately prior to the meeting, please remind the group members to bring to the meeting the material they have received, along with any notes they may have taken in preparation for the meeting.

In terms of timing and organization of the meeting, we offer the following suggestions.

**The Prayer:** Please allow 15 minutes for the Prayer.

(The Concluding Prayer and Song should be saved for the end of the meeting.)

**Using the Guide Sheet for Participants:** There are two parts to the discussion.

**Part 1 (20-30 minutes)** [Open discussion: The group is invited to remember and share meaningful insights gleaned from the Summer Gathering - using the Synthesis of the Table Reports.] We ask that the secretary briefly highlights some of the key insights that are shared.

### **Short Break**

**Part 2 (30-40 minutes)** [The group is invited to use the process for "Conversations in the Spirit".]

- 1) The Convener reads aloud the instructions for completing the phrases on strengths, opportunities, limitations and threats on the Guide Sheet that participants received.

- 2) Allow 5 minutes for individuals to complete the four phrases on our Congregation's strengths, opportunities, weaknesses/limitations and threats at this moment in time.
- 3) The Convener invites the group to *listen attentively* as each person shares their impressions and reflections (about 2-3 minutes each).
- 4) The secretary records the specific strengths, opportunities, limitations and threats that are identified.
- 5) To conclude, the Convener poses the question: **What is the Spirit helping us to better understand about the challenges of living into our legacy at this moment in time?**
- 6) The secretary summarizes important points shared by members of the group.

### **Concluding Prayer**

## FEEDBACK SHEET

On or before **Tuesday, October 1, 2024**, please return the  
Feedback Sheet to:

Legacy Task Force  
Joliet Franciscan Center  
1433 Essington Road  
Joliet, IL 60435

or email to [guider@bc.edu](mailto:guider@bc.edu)

**Date of Meeting:** \_\_\_\_\_

**Convener and Secretary:** \_\_\_\_\_

**Group Members:**

**Feedback from Part 1:**

## **Feedback from Part II**

**Strengths**

**Opportunities**

**Limitations/ Weaknesses**

**Threats**

**Living into Our Legacy - Where is the Spirit leading us?**