

# Guidelines

Secular Franciscan Order

## Our Lady of Indiana Regional Fraternity

### GUIDELINES

*MISSION STATEMENT: We, the Secular Franciscans of Our Lady of Indiana Regional Fraternity, are called by baptism and confirmation to holiness. We are committed by profession to living the Gospel values of our Lord Jesus Christ in our time according to the spirit of St. Francis of Assisi for the rebuilding of the Church.*

*Through the help of Mary our advocate and protectress, we will foster prayer, fraternal activities, and communication. We will provide direction and resources to local fraternities for understanding and implementing the Rule, the Constitutions, and the National Statutes of the Secular Franciscan Order.*

#### Chapter One The Regional Fraternity (GC 61-64; NS 21)

1. The Regional Fraternity of Our Lady of Indiana is officially established by the National Fraternity in the given geographical area of the State of Indiana.
2. The Regional Fraternity shall have a Regional Council and a Regional Executive Council as directed by the General Constitutions, Articles 62-64 and the National Statutes, Articles 22-23.

#### Chapter Two The Regional Council (GC 62; NS 22)

3. The Regional Fraternity is represented most fully by the Regional Council:
4. a) All duties of the Regional Council and the Regional Executive Council are directed by the General Constitutions, Articles 62-64 and the National Statutes, Articles 22-25.
5. b) Regional Guidelines may be amended from time to time, by an absolute majority vote of all the members of the Regional Council.
6. At the time of the election of the Regional Minister, the Regional Council shall also function as the Chapter of Elections, in accordance with the General Constitutions Articles 76-84 and the National Statutes Articles 10-15.
7. Fifty percent plus one of the membership of the Regional Council constitutes a quorum for doing official business at any meeting. (NS 9.1)
8. The common fund of the Regional Fraternity is supported financially by its canonically established local Fraternities. The Regional Council shall determine the annual contribution made from the common fund of each local Fraternity for each of its professed active members per GC 30.3 and NS 18.7.

#### Chapter Three The Regional Executive Council (GS Art 63 and NS Art 23)

7. The Regional Fraternity is animated and guided by the Regional Executive Council. The Regional Executive Council shall include at least the following professed members: Regional Minister; Regional Vice-Minister; Regional Secretary; Regional Treasurer; Regional Formation Director, and a minimum of three Regional Councilors. (NS 23.2)
8. The Regional Spiritual Assistant is a member of the Regional Executive Council. Together with the Regional Executive Council, the Regional Spiritual Assistant provides for the spiritual welfare of the Regional Fraternity, assists in achieving the purpose of the Regional Council and provides such other assistance and advice as may be requested from time to time. (NS 21.3)

9. The purpose of the Regional Executive Council is to provide, in general, for the life of Secular Franciscans at the level of the Regional Fraternity, as defined in the General Constitutions Article 62.2 National Statutes, Article 23-24.
10. The Regional Executive Council meets at least four times a year, at a time and in a place determined by its membership.
11. a) Business may be conducted electronically, per National Statute 23.6.
12. Special meetings may be called at the request of the Regional Minister or at the written request of two or more members of the elected Council.
13. Notice of Regional Executive Council meetings shall again be given in writing by the Regional Minister at least one month prior to the meeting.
14. Fifty percent plus one of the Regional Executive Council members constitutes a quorum for doing official business at any meeting.
15. The common fund of the Regional Fraternity shall pay the travel expenses of the Regional Executive Council when on official business. (NS 25.2)The amount of the stipend will be determined by the Regional Executive Council.

#### Chapter Four The Regional Officers (GC Art 63, NS 24)

15. The duties of the Regional Minister, Vice Minister, Secretary, Treasurer, and Formation Director are defined in the General Constitutions Articles 51-52, 63 and National Statutes Article 24.
16. Regional Councilors attend Regional Executive Council meetings and may be called upon to serve the Executive Council in whatever capacity is deemed necessary.

#### Chapter Five Relations with the National Fraternity Executive Council

17. Pastoral and Fraternal Visitations are requested per the General Constitutions Article 63.2.g.
18. The Regional Minister is a member of the National Fraternity Council with voting rights. (NS 8.3 & 8.3)
19. The Regional Fraternity contributes annually to the common fund of the National Fraternity. (NS 25.3)

#### Chapter Six Definition of Membership

20. Active and excused members are defined in the National Statutes 18.7a.
21. a) Fraternity Councils, when determining the total membership of their Fraternity, shall include all of their Active Members regardless of whether or not some are excused from one or more of the traditional obligations of the Secular Franciscan Rule; a fair share is contributed to the Regional Council for all Active and Excused members of the local fraternity, per National Statute 18.7.
22. A lapsed member is defined in the National Statutes Article 18.7b.

#### Chapter Seven Local Fraternities

22. Local fraternities are expected to participate in Regional Fraternity activities. This includes the minister's (or delegate's) presence at Chapter of Mats in spring and fall, the triennial Regional Election, and triennial Visitation, and the Formation Director/Team's presence at Formation Workshops in spring and fall, and most, if not all, active members attending the annual Unity Day each summer.
23. In the event of a local fraternity transferring into Our Lady of Indiana Regional Fraternity, a fraternal and pastoral visitation will occur, and a period of probation will be required prior to accepting the transfer. Requisite documentation from the Regional Fraternity of the transferring fraternity will be required (for example, Document of Establishment, previous Fraternal and Pastoral Visitation reports, etc.)

#### Chapter Eight

24. All other procedures relative to the Regional Fraternity will be governed by the General Constitutions and the National Statutes.