

# **STATUTES**

## **OF THE INTERNATIONAL COUNCIL OF LAY DOMINICAN FRATERNITIES (ICLDF)**

### **Preamble**

The International Council For Lay Dominican Fraternities hereafter referred to as the ICLDF or the "Council", is motivated by the love of Christ and His Church as expressed by the apostolic spirit of Saint Dominic. It was established, in accordance with Rule 22b) of the Rule of Lay Fraternities of Saint Dominic, in May, 2002 in Santa Sabina, Rome, in the presence of fr. Carlos A. Azpiroz Costa O.P. Master of the Order and fr. Gerald Stookey, O.P. General Promoter for the Dominican Laity.

While recognizing that each Province, Vice-Province and Vicariate is entitled to its own autonomy according to the rights and responsibilities as defined in the Rule, the Council draws on and supports each one's specific charism.

Here after 'Province' shall be used to refer to all Provinces, Vice-provinces and Vicariates

### **Mission Statement:**

ICLDF is an international network for promoting greater communication between Lay Dominican Fraternities in order to achieve a more effective preaching of the Gospel.

## **STATUTES**

### **1. THE COUNCIL**

#### **A) Government**

- 1) The Council is governed by:
  - a) Statutes
  - b) Regulations
- 2) The Statutes can be changed only with a two-thirds majority of all voting members at an International Congress. The Council can alter the Regulations and Recommendations.
- 3) The Council understands its obligation to uphold the interests of the Lay Dominican Fraternities and is under the canonical authority of the Master of the Order.
- 4) All Statutes and Regulations are subject to and must be compliant with and not inconsistent with the Rule.

#### **B) Membership**

- 1) The Council is composed of the Promoter General of the Lay Dominicans and five elected Lay Dominicans who have made Perpetual (Life, Final) Promise, one from each of the Regions.
- 2) The Regions are:

AFRICA - African Council for Lay Dominican Fraternities	(ACLDF)
ASIA PACIFIC- Asia Pacific Council of Lay Dominicans	(APCLD)
EUROPE - European Council for Lay Dominican Fraternities	(ECLDF)

NORTH AMERICA - Dominican Laity Inter-Provincial Council (DLIPC)  
LATIN AMERICA - Consejo de las Fraternidades Laicales  
Dominicanas de America Latina y el Caribe (COFALC)

Each Region shall elect one representative and one substitute according to the procedure prevalent in that Region. Under special circumstances, the Master of the Order shall appoint the representative for a particular Region until a regular election can be held.

- 3) The members of the Council shall be elected for a non-renewable term of three years beginning on July 1. The substitute member shall be eligible for a regular term.

- 4) Terms shall be staggered so that no more than 2 Council members will currently end in any given year.

Each Council member shall serve for one year as Co-ordinator of the Council on a rotating basis, as agreed upon by the Council. The Council shall elect a Co-ordinator each year from their members by lottery. If the Co-ordinator cannot be present, the Co-ordinator shall appoint his/her temporary replacement from among the remaining Council members. who shall have the Co-ordinator's proxy voting authority.

- 6) The Council shall elect a treasurer from the Council members, or co-opt, hire or seek assistance from a competent Dominican for that office. The co-opted treasurer is not a member of the Council.
- 7) A quorum of 3 members is required for a valid meeting.
- 8) All decisions of the Council require a majority vote. In cases where there are four members present and there is a tie vote, the Council shall, if possible and practicable, contact the absent member. If this is impossible then the Coordinator shall have the casting vote even if he/she is a temporary replacement.

**c) Duties of the Council**

- 1)
  - a) The Council members shall establish continual communication with the Lay Dominicans in their respective region.
  - b) The Council shall establish and maintain an effective relationship with the other groups in the Dominican Family
  - c) The Council shall endeavour to collaborate with all groups in the international activities of the Dominican Family.
- 2) The Council shall present subjects pertaining to the International Regions to the official institutions of the Dominican Order.
- 3)
  - a) The Council shall prepare an annual budget and financial report.
  - b) The Council shall request an annual financial contribution from each Region.
- 4) The Council shall collect and distribute information and relevant documents.

- 5) When requested the Council shall nominate its representative for International meetings
- 6) The Council shall prepare for and be responsible for the effective running of any International Congress of Lay Dominican Fraternities every ten years and perform the following activities:
  - a) establish appropriate committees
  - b) produce a programme for the Congress
  - c) notify all Provincial Promoters, Provincial Presidents (or delegated Contact persons) of the Congress
  - d) establish the membership of the Electoral Body at the Congress. (The Electoral Body consists of those members who are eligible to vote)
  - e)
    - (i) present the operating budget.
    - (ii) raise funds for the effective running of the Congress
    - (iii) provide a financial report on the Congress
    - (iv) prepare and publish the Acts of the Congress.
- 7) Lay Dominicans, Friars, Nuns or Sisters with special skills or qualifications may be co-opted at the discretion of the Council for a specific period. They do not have voting rights

## **FINANCE**

1. The brothers and the sisters of the Lay Dominican Fraternities/Chapters of the whole world following the spirit of unity of our Father Saint Dominic within the Church, support through an annual contribution to be approved by the International Congress for the expenditures of the office of Lay Dominican Fraternities established in Rome, and of the presented budget.
2. The annual contribution shall be updated each year in accordance with the Italian inflation rate.
3. The annual contribution is payable in advance each year, not later than December 31.
4. The first payment corresponding to the year 2008 will be due no later than March 31, 2008.
5. The Fraternities/Chapters will send their yearly contributions to their Provincial or National Councils to be forwarded to the International Treasurer.
6. Each year the International Treasurer will send copies of an audited statement to each Provincial or National Council, which will be sent to the individual Fraternities/Chapters.
7. The functions of the various governmental bodies of the Lay Dominican Fraternities/Chapters in respect to questions of economy or finances will be the following:
 

Functions:

  - a) ICLDF
    - 1) Approve the annual fee
    - 2) Approve the audited statement and send this on to the local councils
    - 3) Propose the annual contribution to the General Assembly
    - 4) Approve the fee for the Congress and other events

b) General Assembly

Approve the annual contribution on the basis of the approved audited financial statement of the previous periods

c) International Treasurer

- 1) Manage the financial resources necessary for the proper functioning of the ICLDF
- 2) Establish strategies in order to obtain financial resources
- 3) Establish the annual fee
- 4) Prepare the financial statements for the Congress and other events
- 5) Prepare the Budget for the Congress and other events

<b>REGION</b>	<b>ANNUAL CONTRIBUTION PER CAPITA</b>
<b>AFRICA</b>	<b>€ 1.00</b>
<b>ASIA PACIFIC</b>	<b>€ 1.50</b>
<b>LATIN AMERICA &amp; CARIBBEAN</b>	<b>€ 1.50</b>
<b>EUROPE</b>	<b>€ 1.50</b>
<b>UNITED STATES &amp; CANADA</b>	<b>€ 1.50</b>

## **II. THE CONGRESS**

**A) Composition of the Congress**

- 1)
  - a) Each Province, vice Province and Vicariate shall send one delegate to the Congress. When possible this delegate shall be the president.
  - b) Each Province, vice-Province or Vicariate shall elect an alternative delegate should the president be unable to attend.
  - c) All delegates must be Finally Professed Lay Dominicans.
  - d) All ICLDF members shall be eligible to attend.
  - e) Members of the Congress Executive Committee shall be eligible to attend.
  - f) Regional Presidents are eligible to attend.
- 2) The Promoter General for the Dominican Laity shall also attend.
- 3) Each Province, (see Preamble) shall send one delegate. However, where there is a multinational province, fraternities may send one delegate from each country
- 4) The names of all delegates shall be submitted at least six months before the Congress.

- 5) All delegates shall have a letter of authorization from their Lay Provincial Council or Prior Provincial testifying that they have been chosen to represent their Province.
- 6) The Master of the Order shall be invited to the Congress.
- 7) A canon lawyer shall be invited to the Congress.

## **B) Duties and Functions**

- 1) To study and discuss issues of the Lay Dominican Fraternities and make proposals to the ICLDF.
- 2) To discuss, propose and vote on changes to the Rule.
- 3) To make representations to the Master of the Order on matters concerning the Lay Dominican Fraternities.
- 4) To propose and promote means of financing the work of ICLDF.
- 5) To vote on the acceptance of any suggestions of changes to the Statutes of the Council.
- 6)
  - a) To discuss ways and means of assisting members to fulfill their preaching mission.
  - b) To discuss ways of promoting vocations to all branches of the Order.
  - c) To discuss ways of helping those missions where there is a lack of material for formation and study.
  - d) To promote collaboration with all members of the Dominican Family.

## **C) Electoral Body**

- 1) The Electoral Body is composed of:
  - a) The delegates representing their province, vice-province, vicariate or country.
  - b) Members of the International Council or their substitutes.

If the member of the International Council is also a delegate for their province, vice-province or vicariate or country they may have one vote only.

- 2) The Council shall draw up a list of those entitled to vote in the Electoral Body.
- 3) The Council shall appoint a Facilitator of the Electoral Body.

## **REGULATIONS**

### **A) Responsibilities of Office Holders**

#### **1) The Co-ordinator**

The duties of the Co-ordinator are:

- To ensure all relevant correspondence is distributed to all members of the Council.
- To ensure that documents concerning the Lay Dominicans internationally are obtainable by all concerned.
- To ensure that the acts of each meeting are produced and distributed to the members of the Council.
- To act as liaison between the council members when deemed necessary.
- To keep a record of the dates of the terms of office of each member of the Council
- Preside at the Congress

#### **2) The Treasurer**

The duties of the treasurer are:

- to manage the financial resources of the Council.
- to devise strategies to obtain resources.
- to set up a budget for the expenses concerning the Council.
- to submit yearly independently audited accounts to the Council.
- to set up a budget for any Lay Dominican Congress organized by the ICLDF.
- Liabilities incurred by the Council in the name of the Council will be the equal responsibility of all and each Council.
- Should the Council be disbanded, any outstanding funds remaining after the Council's settling expenses, will go to the body agreed by the International Assembly.

#### **3) The Secretary**

- to prepare the Acts of the Council meetings and distribute these to the Council members prior to the meeting
- to carry out routine secretarial duties.
- to produce Minutes for the new members of the Council.
- to oversee voting procedure
- to establish and up-date relevant contact names and addresses, e-mail and fax numbers.

## **B) Rules and Procedures**

### **1) Financial**

- All monies received will be deposited in a named account  
Only Council members have the right to draw on the account for the expenses incurred in their council business.
- Approval of expenses is the responsibility of the Co-ordinator, the Treasurer and Promoter General of the Laity.
- Liabilities incurred by the Council in the name of the Council will be the equal responsibility of all and each Council member.

### **2) Administrative**

- The Council shall assemble at least once a year.
- The Council shall
  - a. inform all provinces, vicariates on matters relating to the Congress.
  - b. draw up and distribute the Acts of the meeting
  - c. produce and discuss matters pertaining to the International Congress.
  - d. maintain proper records of the meetings and the correspondence and safeguard records of the preceding Council that comprise its history.

## **Recommendations**

- 1) In order to put into practice its nature, the Council being a fraternal community as well as a working and structure for organization, shall carry out the following at each meeting:
  - a) Some time in prayer appropriate to the Council.
  - b) Some time in fellowship.
- 2) The Council aims to publish news, information and themes for formation in IDI.
- 3) The Council will encourage the exchange of Formation Programmes
- 4) The Council will suggest dialogue concerning life in our fraternities and the creation of space for reflection on the problems of today.
- 5) When invited the Council shall nominate its representative to the General Chapters of the Order and elaborate a text with proposals and petitions to be presented.
- 6) Each member of the Council shall be able to speak English and one other language.

***N.B.*** The above stated six (6) Recommendations are subject to review by a select Committee, as agreed upon by the Congress body.