

STATUTES
OF THE
INTERNATIONAL ASSOCIATION OF LAY CISTERCIAN COMMUNITIES

Adopted: 22 June, 2017

PREAMBLE

Eager to embody in their lives the essential values of the Cistercian charism, lay people gather in Lay Communities associated with Cistercian monasteries of nuns and monks. The spirituality that inspires these lay communities has been formulated in the document "Lay Cistercian Identity" (Huerta 2008).

To foster communion among themselves and with the Cistercian Family, these autonomous Lay Cistercian communities have united in the International Association of Lay Cistercian Communities.

ARTICLE I

NAME

The name of the organization is the International Association of Lay Cistercian Communities (IALCC).

ARTICLE II

PURPOSES

Section 1. The purposes of IALCC are:

- (a) foster communion among the Lay Cistercian Communities worldwide and with the entire Cistercian Family. Communion may be facilitated by international meetings, regional and/or language commissions, formation, sharing of documents/resources, and using all available technological means;
- (b) provide a mutual point of contact between the different branches of the Cistercian orders and any Lay Cistercian communities associated with

monasteries of Cistercian orders for the purposes of 1) communication, 2) discussion, and 3) decision-making;

- (c) provide a way for all Lay Cistercian communities that wish to be associated with the Cistercian Charism a means of recognition and participation in the Cistercian Family; and,
- (d) provide the associated Lay Cistercian Communities a representative body in forums of interest.

Section 2. The purpose of these statutes is to implement the organizational provisions of the various documents formally adopted at international meetings of IALCC.

ARTICLE III

MEMBERS

Section 1. Membership. The Association is comprised of lay communities that are associated with and recognized by a Cistercian monastic community and that further agree to:

- (i) collect dues when notified by IALCC, and,
- (ii) abide by these statutes and such other rules and regulations as IALCC may adopt,

The lay Cistercian community that wishes to become a member must send the application to the Coordinating Committee together with the letter of formal or provisional recognition by their abbot/abbess or superior.

The Association recognizes two types of membership, either of which can only be provided by the monastery with which a lay community is associated:

- a. **Provisional Lay Cistercian Communities:** Before the time when a lay community receives official recognition from the monastic community it is associated with, there is a period of establishment, growth, and development;
- b. **Formally Recognized Lay Cistercian Communities:** After a period of discernment, a lay community is formally recognized by the abbot/abbess or superior with the consent of the conventual chapter of the monastic community “as an expression of the Cistercian charism.” (Lay Cistercian Identity, 4.3; RGM 2008, votation 71)

Section 2. Renewal. For lay communities with provisional status, the Coordinating Committee will request that the recognition by a Cistercian monastic community be renewed every three (3) years.

Section 3. Voting Rights. Each member community in attendance at an international meeting shall be entitled to one vote on matters coming before the members. Absentee voting is not allowed. A proxy vote can be assigned to another community, explicitly named, and which must be present, if attendance is disallowed for reasons such as travel restrictions, economic hardship, or illness. A community that is present may only exercise one proxy vote.

Section 4. Resignation. Members may resign from IALCC at any time by giving written notice to IALCC's Coordinating Committee.

Section 5. Termination of Membership. If an Abbot/Abbess or Superior rescinds the recognition of a Lay Community, that community's membership in the Association is rescinded. If a Lay Community, without reason to justify their behaviour, does not pay dues, does not attend Meetings, and has no communication with the International Coordinating Committee, that community's membership in the Association may be terminated by a vote of the membership present at the international meeting.

ARTICLE IV

DUES AND ASSESSMENTS

In order to ensure the proper functioning of the Association and its autonomy, all Lay Communities associated will pay an annual financial contribution. The annual dues for members of IALCC, the time for paying such dues and other assessments, if any, shall be determined and justified by the Coordinating Committee.

As a recommended value, this contribution can be equal to the economic value received for an hour of work, or retirement income, for each individual member of a member community. The Coordinating Committee, in its sole discretion, may exempt certain members from paying dues and assessments. Lay members will contribute freely to the annual dues of their own community.

ARTICLE V

MEMBERSHIP MEETINGS

Section 1. International Meeting. A meeting of the members shall be held every three years, coinciding with the year of the General Chapter of OCSO, at such day, time, and place as may be determined by the Coordinating Committee.

Section 2. Meeting Attendance. A maximum of two representatives of Lay Cistercian communities that are members of the IALCC and who have been elected by their Lay Cistercian community may participate in the International meeting. A monastic representative from the monasteries with which the communities are associated may

also participate. The Coordinating Committee may, at their discretion, permit other individuals from member Lay Communities to attend certain parts of the meeting as observers.

Section 3. Topic. The topic of the next international Meeting will be decided by a vote of the assembly of the previous meeting. Lay Cistercian Communities can send their proposition to the Coordinating Committee up to 6 months before the meeting at which the vote will occur.

Section 4. Notice. Notice of triennial meetings of the members shall state the time, date, and place of the meeting and shall be given at least one year prior to the date of such meeting.

Section 5. Quorum. A simple majority of the members, present or represented, shall constitute a quorum for the transaction of business at any meeting of the members.

Section 6. Manner of Acting. The decision by a simple majority of members present or represented at a meeting for which a quorum is present is the decision of all members.

Section 7. Meeting Guests. The Coordinating Committee may invite any person whose presence is necessary: Abbot General, local bishop, translators, moderator or presenters, or otherwise.

Lay communities which are not part of the IALCC but wish to attend a meeting may apply to the Coordinating Committee. After contacting the Abbot or Abbess of the monastery they are associated with, the committee will decide whether they may attend. This attendance will require full payment of participation fees. Such attendees may not participate in the deliberations or vote, but are only recognized as "observers."

ARTICLE VI

INTERNATIONAL COORDINATING COMMITTEE

Section 1. The Coordinating Committee is the representative body of the IALCC.

Section 2. General Powers. The affairs of IALCC shall be managed under the supervision and direction of the IALCC Coordinating Committee. The Committee shall determine the policies of the IALCC, subject to the provisions of these statutes, and shall actively promote the IALCC's purposes and have discretion in the payment of its funds. The Coordinating Committee may adopt such rules and regulations for the conduct of its business as it may judge advisable and may, in the execution of the powers granted to the Coordinating Committee, appoint such individuals to assist as it may consider necessary. As necessary, the Coordinating Committee represents the

IALCC with the administrative authorities of each country, banks and general third parties.

Section 3. Composition, Election, and Term. The Coordinating Committee shall consist of three (3) at-large committee members representing the following:

- One (1) from the English commission.
- One (1) from the French commission.
- One (1) from the Spanish commission.

The committee members shall be elected by the members of IALCC for three-year terms from a slate of two candidates nominated by each commission.

The nominee from each commission who is not elected to the Coordinating Committee shall serve as the alternate for that commission in the event a Coordinating Committee member is unable to perform his/her duties.

No member of the Coordinating Committee may be elected to more than three consecutive terms for a total of nine years.

Section 4. Alternates Alternates have the right to attend regional and international meetings regardless of whether they are a community delegate. Alternates will be kept informed of committee activities and decisions and may be asked for assistance, especially within the region.

Section 5. Resignation and Removal. Any Coordinating Committee member may resign at any time by giving written notice to the Coordinating Committee.

A member of the Committee, for serious reasons, and after consulting all of the alternates, can be removed by the votes of the other members of the Committee. The committee must inform all member communities in writing of this action within one month of its occurrence.

Section 6. Vacancies. Any vacancy occurring in the Coordinating Committee for any reason shall be filled by the individual elected by the membership as the alternate for that commission at the triennial meeting. Should the alternate be unable to fill the position, the Coordinating Committee may appoint a person until the next triennial election.

Section 7. Regular Meeting. The Coordinating Committee may provide the time, date, and place for the holding of a triennial meeting and additional meetings of the Coordinating Committee. The delegate of each commission sets the date and place of the meeting for his/her commission.

Section 8. Manner of Acting. The decision of a majority of the Coordinating Committee members present at a meeting at which a quorum is present shall be the

decision of the Coordinating Committee, except where otherwise provided by these statutes.

Section 9. Telephone conferences. Members of the Coordinating Committee, or of any committee designated by the Coordinating Committee, may take any action permitted or authorized by these statutes by meeting via means of conference telephone or similar telecommunications equipment by means of which all persons participating in a meeting can communicate with each other. Participation in a meeting according to this subsection shall constitute presence in person at such a meeting.

Section 10. Rules. The following rules shall bind the IALCC and all persons acting for or on behalf of it:

- (a) No part of the monies of the IALCC shall benefit, or be distributed to its Coordinating Committee members, or other private persons, except that the IALCC shall be authorized and empowered to pay reasonable costs for services provided and to make payments and distributions in furtherance of the purposes set forth in these statutes. No Coordinating Committee member will be paid by the IALCC for his or her services as a committee member while holding office.
- (b) Committee members may be reimbursed for their direct expenses related to their service, such as travel, as agreed upon by the Coordinating Committee.

ARTICLE VII

LIAISON

Section 1. Liaison. The Coordinating Committee shall coordinate with the Cistercian monk or nun appointed as liaison between the OCSO and the IALCC and between any other order or congregation within the Cistercian Family and the IALCC. The OCSO liaison will be the first to turn to in case of a divergence of opinion on these statutes and/or their implementation.

ARTICLE VIII

COMMITTEES

Section 1. Committees. The Coordinating Committee, by resolution, may designate committee(s). Such committee(s) shall have and exercise the authority granted in the resolution, but the designation of such committee(s) and the delegation of authority the committee(s) shall not relieve the Coordinating Committee, or any individual Coordinating Committee member, of any responsibility imposed upon them.

Section 2. Nominating Committees. The Nominating Committees shall be all the IALCC members of each language commission in attendance or represented at the triennial meeting.

- (a) The three (3) Nominating Committees, by commission, shall nominate two candidates each for the at-large Coordinating Committee member positions, selected from the individual representatives of lay communities. The slate of nominees shall be presented to the members without specific order, for election to the Coordinating Committee. Nominated individuals do not need to be present, if that person indicates a willingness to serve when contacted during the nomination process.

ARTICLE IX

CONTRACTS, CHECKS, AND DEPOSITS

Section 1. Contracts. In addition to the Coordinating Committee members authorized by these Statutes, the Coordinating Committee may authorize any individual(s) to enter into any contract or execute and deliver any contract in the name of and on behalf of the IALCC and such authority may be general or confined to specific instances.

Section 2. Checks, Drafts, Etc. All checks, or other orders for the payment of money, issued in the name of the IALCC, shall be signed by such Coordinating Committee member, or individual(s) and in such manner as shall from time to time be determined by resolution of the Coordinating Committee. All checks or drafts shall be supported by invoices or vouchers identifying the payee and amount required.

Section 3. Deposits. All funds of the IALCC shall be deposited from time to time to the credit of the IALCC in such banks, or other depositories as the Coordinating Committee may select.

Section 4. Solidarity Fund. A solidarity fund will be established to enable communities experiencing financial hardship to be represented in the International Meetings with a delegate.

ARTICLE X

BOOKS AND RECORDS

The Coordinating Committee shall keep correct and complete books and records of financial accounts and shall also keep minutes of the meetings and decisions taken in the International Meetings and of the proceedings of its Coordinating Committee and committees.

Each year, the committee will send a financial report to all member communities. At the International Meeting, the Coordinating Committee will present the balance of the period between meetings with sufficient descriptions to analyze, which will be submitted for approval by the assembly. The assembly may appoint a committee to review and assess the financial report, and report to the assembly.

Only members of the Association will have access to the financial records.

ARTICLE XI

FISCAL YEAR.

The fiscal year of the IALCC shall be the twelve-month period ending December 31 of each year or such other period as may be established by the Coordinating Committee.

ARTICLE XII

AMENDMENTS TO STATUTES

These statutes may be amended or repealed and new statutes may be adopted by a two thirds majority vote of the IALCC members present at any regular meeting of the membership, *provided* that at least three (3) months written notice is given to members of the intention to amend or repeal or to adopt new Statutes at such meeting. These statutes and any subsequent changes made to them shall be distributed from time to time to the members. If the entirety of these statutes is repealed and new statutes adopted, they will be distributed to all members.

Proposed amendments to the statutes can be submitted to Coordinating Committee by any member community of the IALCC. If the amendment is supported by at least five member communities, the Coordinating Committee must propose the amendment to the next assembly.

ARTICLE XIII

DISSOLUTION

Upon the dissolution of the IALCC, the Coordinating Committee shall, after paying or making provision for payment of all liabilities of the IALCC, dispose of all the assets of the IALCC in accordance with the guidance of the OCSO liaison.