

## §1900 DIOCESAN FINANCE COUNCIL

*In accordance with the Revised Code of Canon Law (Canon 492), the Bishop of Springfield in Illinois has formed a Finance Council of no less than three of the Christian faithful who are experts in finance, civil law, and general business matters and who are people of impeccable integrity. The “Christian Faithful” are those who have been baptized in the Catholic Church (Canon 204), and who remain in communion with the Catholic Church (Canon 149) and are not barred by a legitimate sanction (Canon 96). The purpose of the Finance Council is to provide assistance and guidance to the Bishop of Springfield in Illinois in the administration of the temporal goods of the Diocese of Springfield in Illinois.*

### §1901 COUNCIL RESPONSIBILITIES

**1901.1. Policy.** The Diocesan Finance Council shall have the following specific responsibilities:

- (1) to review and approve the annual budget and annual financial report as submitted by the Bishop;
- (2) to advise the Bishop in regards to the employment of a finance officer;
- (3) to advise the Bishop before he may make a decision to impose any taxes;
- (4) to advise the Bishop before he may perform the more important acts of administration relative to fiscal matters;
- (5) to advise the Bishop before he may determine norms establishing the limits of ordinary administration for juridic persons subject to the Bishop whose own statutes do not specify these norms;
- (6) to give or withhold consent of the Bishop to alienate property within the minimal and maximal amounts determined by the Episcopal Conference;
- (7) to advise the Bishop before he may invest the money and movable goods assigned to the endowment and retirement funds;
- (8) to advise the Bishop before he may commute the obligations imposed in wills given for pious causes, if they are impossible to fulfill; and,
- (9) to advise the Bishop on any other financial or general business matters as may be appropriate.

**1901.2. Policy.** The Bishop, or his delegate, shall preside over the Council.

## §1902 MEETINGS

**1902.1. Policy.** The Council shall meet at least annually and more often, as appropriate.

### *Procedures*

Notice of the date, time, and place of all meetings will be given at least five business days prior there to by written notice delivered or sent by mail or facsimile to each member at his address as shown by the records of the organization.

**1902.2. Policy.** A majority of the total number of members of the Finance Council, at least (1) of whom shall include the Vicar General or Chancellor shall constitute a quorum at any meeting of the Finance Council.

## §1903 MEMBERSHIP

**1903.1. Policy.** The Bishop shall appoint a minimum of seven (7) members to the Finance Council, or such other number as he, in consultation with the Finance Council, may deem appropriate (the number of council members should always be an odd number).

**1903.2. Policy.** Finance Council membership shall include the Vicar General and the Chancellor.

**1903.3. Policy.** The term of a Member of the Finance Council shall be a five year period and he or she may serve additional five year periods after the completion of the initial five years.

**1903.4. Policy.** The Bishop may remove any person from membership on the Finance Council at any time with just cause.

### *Procedures*

Just cause includes, but is not limited to, failure to attend three consecutive meetings of the Finance Council without reasonable justification or notice or any other act which the Bishop shall deem inappropriate.

**1903.5. Policy.** Any vacancy occurring on the Finance Council by reason of an increase in the number of members, resignation or removal, shall be filled in the same manner as the original appointment.

**Procedures**

A member appointed to fill a vacancy will be appointed for the unexpired term of his or her predecessor.

**1903.6. Policy.** The Bishop shall designate a member(s) of the Finance Council to the position of Vice Chair(s). The responsibility of the Vice Chair(s) shall be to coordinate the activities of the Finance Council Committees and plan the meetings of the Finance Council.

**§1904 INDEMNIFICATION**

**1904.1. Policy.** The Diocese of Springfield in Illinois shall indemnify any person who was or is a party, or is threatened to be made a party to any threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative or investigative by reason of the fact that he or she is or was a Member of the Finance Council of the Diocese of Springfield in Illinois.

**§1905 COMMITTEES**

**1905.1. Policy.** All Finance Council members shall be assigned to Committees by the Bishop.

**Procedures**

- a) Members will be assigned to committees based on the member's expressed interest and an appropriate matching of the member's skills and background to the focus of the committee.
- b) One member of each committee will be appointed chairperson by the Bishop. The committee chairperson will be responsible for scheduling and organizing committee meetings, delegating responsibilities to committee members and members of the Bishop's management staff and reporting the committee's activities to the full Finance Council.
- c) Vacancies in the membership on any committee may be filled by appointments made in the same manner as provided in the case of the original appointments.

**1905.2. Policy.** Committees shall meet at least annually and more frequently as deemed necessary by the committee chairperson.

***Procedures***

Each committee will determine its own rules of procedures, consistent with the Finance Council By-Laws.

**1905.3. Policy.** Each committee shall keep a record of its acts and proceedings, and all actions shall be reported to the full Finance Council at the next regularly scheduled meeting.

**1905.4. Policy.** The Bishop shall designate a member(s) of the Diocesan management staff to serve as the liaison to each committee.

***Procedures***

The liaison will serve as a resource for the committee to accumulate data and statistics, clarify current policy, provide historical perspective, management insight, define involvement of other consultative bodies, etc.

**§1906 CONFLICT OF INTERESTS**

**1906.1. Policy.** The Finance Council shall adopt, and keep in force at all times, a Conflict of Interest policy, and shall, from time to time, review such policy for possible modification.