

§2000 THE BISHOP'S ADMINISTRATIVE TEAM

§2001 IN GENERAL

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| <p>2001.1. Policy In order to assist the Bishop in the administration of the Diocese, there shall be a Bishop's Administrative Team consisting of persons appointed by the Bishop.</p> |
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Procedures

- a) The Bishop is the Chair and Presides at the Bishop's Administrative Team meetings. The Chancellor, or his delegate, acts as secretary.
- b) The agenda for the Bishop's Administrative Team meetings is to be determined by the Bishop/Vicar General with the assistance of the Chancellor. Any member of the Bishop's Administrative Team may submit suggested items for the agenda to the Chancellor.
- c) Minutes of the meetings of the Bishop's Administrative Team normally are to be kept and upon finalization sent to the Archives to be properly recorded.
- d) Regular meetings of the Bishop's Administrative Team are to be held monthly at a location as determined by the Bishop, the Vicar General, or the Chancellor.
- e) The Bishop's Administrative Team will oversee the creation and development of Diocesan Policies
- f) The Vicar General or Moderator of the Curia may meet with the Bishop's Administrative Team as necessary.