

# **FEDERATIO INTERNATIONALIS UNA VOCE**

## **REVISED STATUTES**

### **PART I.**

#### **COMPOSITION OF THE INTERNATIONAL FEDERATION UNA VOCE**

##### **Article 1 – The Objects of the International Federation UNA VOCE**

- 1.1 The International Federation UNA VOCE (hereinafter FIUV or the Federation), founded in Rome on 12<sup>th</sup> April 1966, has the following Objects:
- a) To offer a structured link to the various autonomous associations which pursue aims identical with or similar to those of the UNA VOCE Movement;
  - b) To represent their common interests on an international level and with the central authorities of the Church;
  - c) To be a means of communication, exchange and information between the Members of the Federation and to assist in their development;
  - d) To provide evaluations and reports on new liturgical legislation and developments;
  - e) To promote the formation of autonomous associations having the same Aims in any country or territory where such associations do not yet exist.

##### **Article 2 – The Aims of the UNA VOCE Movement**

- 2.1 The International Federation UNA VOCE has the following aims:
- a) To work as a lay movement within the Church for an organic restoration of the Liturgy in conformity with its nature and with the Latin tradition;
  - b) To work to ensure that the traditional Roman Mass as codified in the *Missale Romanum* edited by Pope John XXIII is maintained - both in practice and in law - as one of the forms of Eucharistic celebration which are recognised and honoured in the universal liturgical life of the Church;
  - c) To work to obtain freedom of use for all other Roman liturgical books enshrining previous liturgical and disciplinary forms of the Latin tradition;
  - d) To safeguard and promote the use of Latin, Gregorian chant and sacred polyphony in the Liturgy of the Roman Catholic Church
  - e) Actively to encourage the establishment of non-territorial parishes and/or chaplaincies in which only the liturgical books used in 1962 are employed.
  - f) To serve the Church by helping the members of the movement and, through their apostolate, and all the Christian faithful better to understand, and more fruitfully to participate in, the Catholic Liturgy as a sacred action founded upon the principle *Lex Orandi Lex Credendi est*.

##### **Article 3 – Patron, Duration and Seat of the Federation**

- 3.1 The heavenly patrons of the FIUV shall be The Blessed Virgin Mary and Pope Saint Gregory the Great. Their intercession shall be invoked at the beginning of all meetings of the Federation.
- 3.2 The duration of the Federation is unlimited.
- 3.3 The administrative office of the Federation is the domicile of its President.

## **Article 4 – Members of the Federation**

### **Admission to the FIUV**

- 4.1 (i) Any autonomous association of Catholics governed by elected lay officers, pursuing aims identical with or similar to the aims of the UNA VOCE Movement, is eligible for membership of the Federation, subject to a maximum of three such associations being admitted as Members from any one country. In extraordinary cases, the Members of the Federation may permit the Council to admit more than three Members in a Country.
- (ii) An application for membership shall be addressed to the President of the Federation who shall place it before the Council of the Federation for their decision. The Membership of the association concerned takes effect with the approval by the Council of the Federation.
- (iii) Admission as a Member of the Federation implies, for the association concerned, adherence to these Statutes. Admission as a Member of the Federation implies, for the chapters and affiliates of the association concerned, assent to the aims of the UNA VOCE Movement but not necessarily adherence to these Statutes.

### **Withdrawal from the Federation**

- 4.2 Membership of the Federation lapses:
- a) upon resignation addressed to the President of the Federation, or
  - b) upon official expulsion:
    - i. by the President of the Federation if the annual subscription remains unjustifiably unpaid after two reminders have been ignored, or;
    - ii. by the Council of the Federation if expulsion is proposed by the President of the Federation for any other reason, the Member concerned having been duly invited to state its case.
- 4.3 Once the Council of the Federation has reached a decision upon a request for admission or expulsion it is communicated to the association concerned by the President of the Federation, who is under no obligation to explain the reasons for such decision.

### **Other Forms of Involvement**

- 4.4 On the recommendation of the President of the Federation, the Council of the Federation may grant to persons of outstanding excellence the title of Patron of the FIUV. Patrons of the FIUV may participate in the life of the Federation without the right to vote.
- 4.5 On the recommendation of the President of the Federation, the Council of the Federation may grant to clerical or religious institutes and other Catholic organisations the status of **Associate**, entitled to participate in the life of the Federation but without the right to vote.
- 4.6 (i) Members of the Federation who, on account of being a national federation or on account of their size either in number of individual members or in number of chapters or affiliates who feel called to make a greater contribution to the work of the Federation may apply to the President of the Federation for Extraordinary Membership of the Federation.
- (ii) The decision upon an application for Extraordinary Membership is reserved to the Council of the Federation, subject to the maximum of three Members, including Extraordinary Members, being admitted from any one country.
- (iii) Each Extraordinary Member shall have three votes instead of one in any decisions taken and may send three delegates to General Assemblies instead of one, and shall pay an annual subscription to be set by the Council of the Federation, which shall not be less than U.S.\$500 *per annum*.

(iv) Extraordinary Members shall revert to Ordinary Membership of the Federation upon application to the President of the Federation or upon notification from the President of the Federation that the appropriate annual subscription remains unpaid after two reminders have been ignored.

- 4.7 On the recommendation of the President of the Federation, in those places where there is not a Member of the Federation or where there has ceased to be a Member of the Federation, the Council of the Federation may appoint an individual who is resident in the place as a National Correspondent of Federation.
- 4.8 Any individual may apply to the President of the Federation to become a friend of the Federation. On the recommendation of the President of the Federation, the Council of the Federation may grant to individuals the status of friend of the Federation, entitled to participate in the life of the Federation but without the right to vote. Friends of the Federation shall pay an annual subscription to be set by the Council of the Federation.

## **PART II.**

### **GOVERNMENT OF THE FEDERATION**

#### **Article 5 – Decisions of the Federation**

- 5.1 (i) All Members of the Federation are entitled to vote at a General Assembly, in elections and in written consultations. Each Ordinary Member shall have one vote for each resolution.
- (ii) All members of the Council of the Federation are entitled to vote upon any resolution or written vote of the Council of the Federation. Each member of the Council of the Federation shall have one vote for each resolution.

#### **Ordinary Decisions**

- 5.2 (i) Matters described as “ordinary” concern:
- a) Election of the President and Council of the Federation;
  - b) Approval of the President’s and Treasurer’s reports to a General Assembly;
  - c) Any other questions not falling under Article 5.4 below.
- (ii) Ordinary matters shall be decided by a simple majority of votes cast. In case of an equality of votes, the president (whether the President of the Federation or a Vice President acting in his absence) shall have a casting vote.

#### **Extraordinary Decisions**

- 5.3 (i) Matters described as “extraordinary” concern:
- a) Admission to or expulsion from the Federation by the Council of any association;
  - b) Any undertaking, expression of opinion, intervention or public manifestation of the Federation, either on a national or an international level, which exceeds the strict limits of the objectives and aims defined in Articles 1 and 2 above;
  - c) The removal of a President of the Federation;
  - d) The removal of a Councillor of the Federation;
  - e) The dissolution of the Federation;
  - f) Any amendments to these Statutes.
- (ii) Extraordinary matters shall be decided by a two-thirds majority of votes cast.

## **Article 6 – General Assemblies of the Federation**

### **Ordinary and Extraordinary General Assemblies**

- 6.1 An Ordinary General Assembly of all Members of the Federation shall be held every two years. With the approval of the Council of the Federation, the President of the Federation may postpone the next Ordinary General Assembly for a period of not more than 12 months.
- 6.2 (i) On his own initiative the President of the Federation may, or at the written request of at least one-third of the Members of the Federation or one-third of the Councillors of the Federation, the President of the Federation shall, call an Extraordinary General Assembly of the Federation. Such written requests must accumulate within a 3 month period and must be accompanied by an agenda detailing matters to be submitted for discussion to the Extraordinary General Assembly.
- (ii) Where an Extraordinary General Assembly is requested by at least one-third of the Members of the Federation or one-third of the Councillors of the Federation, the President of the Federation shall convoke an Extraordinary General Assembly within 1 month of the required number of requests having been received, to be held within 3 months of the date of convocation.
- (iii) An Extraordinary General Assembly shall deliberate only upon those matters for which it was called.

### **Convocation of General Assemblies**

- 6.3 (i) General Assemblies – whether Ordinary or Extraordinary – are convened by the President of the Federation at a place and date specified in the convocation. The convocation shall include a detailed agenda for the General Assembly specifying which items are to be discussed in closed session, and shall be sent to each Member of the Federation at its official address at least two months before the date set for the General Assembly.
- (ii) If the agenda includes the election of the Council, a list of candidates must be attached to the convocation, containing each candidate's name, address and occupation, as well as the name of the proposing Member of the Federation.

### **Representation - Procuration - Quorum**

- 6.4 Each Member of the Federation is represented at the General Assembly by its delegate, i.e. by its principal officer or any other person duly appointed by him. In addition the delegate of each Member can be accompanied by not more than three other persons chosen by the Member.
- 6.5 (i) Any Member of the Federation prevented from attending a General Assembly may authorize another Member of the Federation to represent it. The President of the Federation must be advised of this procuration by the principal officer of the authorizing Member in advance of the opening of the General Assembly. The delegate of the Member to whom such authorisation has been given shall then be regarded as the delegate also of the authorising Member or Members of the Federation without any further special mandate.
- (ii) Procurations received by the President of the Federation in advance of the opening of the General Assembly shall be announced by him immediately upon the opening of the General Assembly.
- 6.6 The quorum for a General Assembly, whether Ordinary or Extraordinary, shall be met if at least one-fifth of the registered Members of the Federation are represented either directly or by procuration.

## **Procedure at General Assemblies**

- 6.7 (i) The General Assembly shall meet in closed session to transact the business of the Federation. The General Assembly shall be presided over by the President of the Federation or, if he is unable to do so, by the senior Vice-President present.
- (ii) After the Opening Prayers, the General Assembly shall elect two tellers and one or more minute-keepers. The General Assembly shall also appoint someone to act as secretary of the session of the General Assembly.
- (iii) For each session of the General Assembly there will be an attendance list which must be signed by each person attending the session when it meets and countersigned by the president and secretary of the session.
- (iv) All decisions reached by the General Assembly shall be recorded in Minutes signed by the president and by the secretary of the session. A copy of these Minutes shall be sent to each Member of the Federation within two months of the General Assembly.
- (v) At Ordinary General Assemblies, the President of the Federation shall present a report on the activities of the Federation since the preceding Ordinary General Assembly. This report shall include information on the Federation's financial status unless the Treasurer of the Federation presents a separate financial report.
- (vi) The Ordinary General Assembly carries out the nomination or the re-election of the members of the Council as indicated hereafter. In addition, the Assembly can discuss and/or decide any other points appearing on the agenda sent out with the convocation.

## **Article 7 – Written Votes of the Federation**

- 7.1 (i) On his own initiative the President of the Federation may, or at the written request of at least one-third of the Members of the Federation or one-third of the Councillors of the Federation, the President of the Federation shall, request a decision of the Members of the Federation by means of a written vote. Such written requests must accumulate within a 3 month period and must be specify matters to be submitted to decision of the Members of the Federation.
- (ii) He will send - by the quickest route - a ballot paper to each Member of the Federation. There will be a special paragraph for each resolution. The aforementioned ballot paper must be accompanied by a short but complete summary of the reasons for and aims of each of the points put to the vote.
- (iii) Each Member of the Federation shall vote within a maximum of 30 days from the date of despatch: in the meantime it can request from the Federation any supplementary explanation necessary. Once the deadline has been passed any Member which has not replied will be counted as having abstained from voting. For a vote to be valid the votes of at least one-fifth of the Members of the Federation must have been received by the deadline set.
- 7.2 In cases of great urgency the President of the Federation may consult the Members of the Federation by other means of communication and request their agreement by a deadline which he will fix.
- 7.3 The President of the Federation shall announce to the Members of the Federation the result of the consultation by indicating, for each resolution, the number of votes for or against or abstained. The ballot papers must be kept at the registered office of the Federation as proof of this information. The President of the Federation shall make a minute of the text of the resolutions proposed and the distribution of votes for each one.

## **Article 8 – The Council of the Federation**

- 8.1 (i) The Executive of the Federation comprises a Council of laypersons consisting of at least five Councillors and not more than fifteen, or one third of the total number of Members of the Federation, whichever is the lesser.
- (ii) Each Councillor must belong to a Member of the Federation, different wherever possible from that to which his colleagues on the Council belong.
- (iii) Candidates for election as Councillors are nominated by the Members of the Federation. Candidates for election as Councillors must be laypersons. Each Member of the Federation, whether Ordinary or Extraordinary, may nominate one candidate.
- 8.2 (i) Where the number of candidates exceeds the number of places to be filled, Councillors are elected by secret ballot carried out at an Ordinary General Assembly of the Federation. The candidates receiving the largest number of votes are elected.
- (ii) Councillors are elected until the next Ordinary General Assembly. Their mandates are renewable.
- (iii) The Council may co-opt up to three additional Councillors chosen from among former Councillors or from among the delegates to the last General Assembly. Such Councillors shall be supernumerary to the limits set in Article 8.1(i) above.
- (iv) If a vacancy occurs among the elected or co-opted Councillors between Ordinary General Assemblies, the Council may fill that vacancy by co-option. The mandate of co-opted members of the Council shall run until the next Ordinary General Assembly and shall be renewable.
- 8.3 (i) The President of the Federation shall call a meeting of the Council whenever the interests of the Federation require. The President of the Federation may request the opinion of, or a written vote of, the Council of the Federation on any question he may submit to them.
- (ii) If the Council of the Federation holds a contrary opinion to that of the President of the Federation, he can nevertheless pass above them and consult the Members of the Federation, but he shall indicate to the Members of the Federation that he is acting in spite of the contrary opinion of the Council.
- (iii) Minutes shall be taken of each meeting or vote and these shall be sent to each Member of the Federation.
- 8.4 (i) A Councillor, other than the President of the Federation, may only be removed from their membership of the Council by a two-thirds majority of votes cast in a vote of the Council or by a simple majority of votes cast at an Extraordinary General Assembly called for that purpose. A Councillor removed from membership of the Council is eligible for re-election or co-option.
- (ii) A Councillor, other than the President of the Federation, who is removed from membership of the Council shall, upon removal, cease to hold any office within the Council of the Federation. Any offices so vacated shall be filled in the usual manner.

## **Article 9 – Officers of the Federation**

### **President of the Federation**

- 9.1 (i) Once the Councillors have been elected, the same Ordinary General Assembly shall elect from among them the President of the Federation by secret ballot and simple majority of votes. There will be as many ballots as are necessary to achieve the required majority.
- (ii) The President of the Federation is elected until the next Ordinary General Assembly.
- (iii) The functions of the President of the Federation are incompatible with those of principal officer of a Member of the Federation. If the two offices should coincide the person concerned should resign from his office within the Member of the Federation or renounce the Presidency of the Federation.
- (iv) In the event of the office of President of the Federation falling vacant for any reason other than removal from office by a General Assembly, the first Vice-President shall assume the functions of the President for the remainder of his predecessor's mandate.
- 9.2 (i) The President of the Federation acts, *ex officio*, as president of the Council of the Federation and as president of the General Assemblies of the Federation.
- (ii) With the support of the Officers and the Council of the Federation, the President of the Federation is responsible for the direction of the Federation. He has all powers of administration other than those reserved to the Members of the Federation or the Council of the Federation by these Statutes.
- 9.3 (i) The President of the Federation may only be removed from office by the Members of the Federation by a two-thirds majority of votes cast either at an Extraordinary General Assembly of the Federation or by written vote of the Members of the Federation.
- (ii) Where the convocation of a General Assembly of the Federation has been requested in accordance with Article 6.2 of these Statutes, or a written vote of the Members of the Federation has been requested in accordance with Article 7.1 of these Statutes and where the President of the Federation has failed to act in accordance with Article 6.2 or Article 7.1 respectively, the Members of the Federation may address themselves to the Secretary of the Federation, who shall carry out the provisions of Article 6.2 or Article 7.1, as appropriate.
- (iii) If the President of the Federation is removed from office by an Extraordinary General Assembly, the same General Assembly shall immediately elect a new President of the Federation.
- (iv) A President of the Federation removed from office shall also cease to be a Councillor of the Federation for the remainder of the Council's term. A President of the Federation removed from office is eligible for re-election or co-option.

### **Honorary Presidents of the Federation**

- 9.4 (i) The Members of the Federation may elect an Honorary President of the Federation, either at a General Assembly or by written vote.
- (ii) The Honorary President(s) of the Federation shall be a supernumerary member of the Council with full voting rights.

### **Vice Presidents of the Federation**

- 9.5 (i) The members of the Council shall choose from amongst their own number one or more Vice Presidents, as well as the Secretary and Treasurer of the Federation.
- (ii) The Vice Presidents, in addition to their role as members of the Council, shall support the President of the Federation in the administration of the Federation and deputize for him in his absence or when he is unable to fulfil his functions.

### **Secretary of the Federation**

- 9.6 (i) The Secretary of the Federation shall assist the President of the Federation in the administration of the Federation.
- (ii) The Secretary of the Federation shall maintain and keep a roll of the Members of the Federation and of their Chapters and Affiliates and separate rolls of the Patrons, Affiliates, National Correspondents and Friends of the Federation. The Secretary of the Federation shall maintain and keep a record of all Assemblies of the Federation and of all meetings of the Council and of all decisions made by either the Federation or the Council of the Federation.
- (iii) The Council may choose from amongst their own number a Vice Secretary to assist the Secretary of the Federation in their functions.

### **Treasurer of the Federation**

- 9.7 (i) The Treasurer of the Federation shall control the funds and other resources of the Federation under the direction and upon the responsibility of the President of the Federation.
- (ii) The Treasurer of the Federation shall maintain and keep a detailed register of the income of the Federation and a separate detailed register of the expenditure of the Federation.
- (iii) The Treasurer of the Federation shall account for his actions and report upon the financial state of the Federation to the Council of the Federation during the first six months of each year and to all Ordinary General Assemblies of the Federation.
- (iv) The Council may choose from amongst their own number a Vice Treasurer to assist the Treasurer of the Federation in their functions.

## **PART III.**

### **ADMINISTRATION OF THE FEDERATION**

#### **Article 10 – Resources of the Federation**

- 10.1 The resources of the Federation are:
- a) Annual membership subscriptions payable by the Members of the Federation, which shall be fixed by the Council of the Federation, and which, in the case of Extraordinary Members, shall not be less than U.S.\$500 *per annum*;
  - b) Subsidies, gifts, donations and bequests which it may receive;
  - c) Interest and income from assets and stocks which it may own.
- 10.2 (i) The resources of the Federation are controlled by the Treasurer of the Federation under the direction and upon the responsibility of the President of the Federation.



(ii) The President or the Council of the Federation may direct that the accounts of the resources of the Federation shall be checked by any expert they may nominate.

(iii) During the first six months of the each year the Treasurer of the Federation shall communicate to the President and Council of the Federation the accounts for the previous year.

### **Article 11 – Duties of Members of the Federation**

11.1 Members of the Federation shall:

- a) Pay the annual membership subscription regularly when due.
- b) Support any activity of the Federation in relation to the Aims of the Federation.
- c) Keep the Federation informed of their activities;
- d) Inform the Secretary of the Federation of the names of their chapters and affiliates and the addresses of their internet presence and the internet presence of their chapters and affiliates.
- e) Forward to the Secretary of the Federation, for its archives and for communication to other Members of the Federation, a sufficient number of copies of any circular or publication they may publish;
- f) Forward to the Secretary of the Federation a copy of any written recourse to the Holy See in relation to the Aims of the Federation.

### **Article 12 – Dissolution of the Federation**

12.1 The Federation shall be dissolved only if a two-thirds majority of not less than half of the Members of the Federation, either at a General Assembly or by postal vote, decide to dissolve the Federation. Upon dissolution the assets of the Federation will be distributed to the then federated Members of the Federation on a *pro rata* basis proportionate to the subscriptions paid by them for the last complete calendar year.

### **Article 13 – Information Note**

13.1 The Information Note appended to shall be a binding interpretation of these Statutes. The Information Note shall be adopted by the Members of the Federation together with the Statutes. This Information Note may be amended by the Council of the Federation to elucidate the text of these Statutes but shall not modify the text or the sense of these Statutes.

### **Article 14 – Adoption and Amendment of these Statutes**

14.1 These Statutes are adopted by the Federation upon the 27<sup>th</sup> day of August in the year of Our Lord 2012.

14.2 These Statutes annul and replace all previous Statutes of the Federation.

14.3 These Statutes shall be amended only by Extraordinary Decision of the Members of the Federation under Article 5.4 herein.

14.4 The within Statutes include all amendments made up to and including the 27<sup>th</sup> day of August in the year of Our Lord 2012.

**LAUS DEO SEMPER**