

## **Guidelines for Chapters of the Latin Liturgy Association, Inc. Revised July, 2016**

Chapters of the Latin Liturgy Association (LLA) may be organized in dioceses, cities, towns, or other places. A sufficient number of individuals therein should be members of the LLA and want to promote its cause locally by organizing and sponsoring events, and otherwise participate as a group to support appropriate endeavors. These may be people at one or more parishes or other institutions. They may or may not already have arrangements in place for Mass in Latin.

Those seeking to organize a local chapter should schedule an initial meeting with both current and prospective LLA members in the area. At this initial meeting they should determine their leadership by a vote. At the very least, a chapter must have a chairman who will lead and conduct meetings of the local chapter, approve all chapter activities, and report to the national officers of the LLA. At this initial meeting it is helpful to discuss how members already participate in local liturgies. For example, some chapters have members who are church musicians, others participate as servers, lectors, ushers, etc. Some are concerned primarily with attending and promoting Mass in Latin in their area. Everyone can participate according to their interests and talents. All that is required is a desire to use Latin in the approved liturgies of Holy Mother Church and a faithfulness to her leadership. Everyone who supports this cause is welcome.

After the initial organizational meeting, the Chapter Chairman shall contact the LLA President via e-mail or US mail with a report of the meeting. This report should include a copy of the minutes of the meeting, with a preliminary list of current and prospective LLA members. The Chapter Chairman may approve additional officers for the local chapter (e.g. Vice-chairman, Secretary, Treasurer, Chaplain). The Chaplain of the Chapter should be a member of the clergy in good standing. If additional officers are recommended, their names and offices should also be included in the report to the LLA President. The LLA President shall consult with other national officers before approving the proposed chapter. When a favorable decision has been made, the chapter will receive notification that it has been approved as a chapter of the LLA. Existing LLA members must be current in their national dues. New members may now submit their applications and dues. All officers must be national LLA members. Regarding local chapter finances—each chapter must be self-sufficient. The recommended process is to solicit additional voluntary contributions from members for chapter activities. Some chapters have fund-raising activities as appropriate for their area.

Chapters function autonomously insofar as organizing liturgies and other events locally. They should forward reports of their activities to the national Newsletter Editor, for informing other LLA members of these events.

Whenever a chapter approaches its bishop or other members of the Church hierarchy in its official capacity as an LLA chapter, (whether with a petition, a request, or some other communication), this communication should first be submitted to the LLA President for approval. This is to facilitate the effectiveness of the communication, and avoid counter-productive efforts.

In all matters, LLA members are to act prudently when speaking with members of the press or other individuals or organizations that inquire about the LLA, its mission, and its activities. Chapter Chairmen should feel free to contact any national officer with any questions they may have regarding these guidelines or other matters related to their chapters.

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