Guidelines for a Legion of Mary Meeting

(Praesidium meeting must start on time and never last longer than 1 ½ hours)

1. Kneel, if able, for the Opening Prayers from the Tessera followed by the recitation of the Rosary. Lead by the Spiritual Director, or in his absence, the President.

2. Be seated for the Spiritual Reading from the Handbook (Read by the Spiritual Director, or in his absence, the President. Open to appropriate page before Opening Prayers to keep the meeting flowing and continue the prayerful mood created by the Rosary meditation).

3. Welcome to new candidates and visitors. (Optional if there is a new member.)

4. Minutes of the previous meeting read by Secretary. (Read by Secretary without corrections or interruptions until the end of the reading of the minutes.)

5. Reading of Standing Instructions at the 1st meeting of each month, or if a guest present.

6. Roll call taken by Vice-President. (Preface each member's name with 'Brother' or 'Sister'.)

7. Treasurer's Report of balance of funds collected from the Secret Bag and any expenses incurred by the Praesidium. The meeting before the Comitium meeting, the Treasurer should suggest items needed to be purchased from the Comitium and ask the President the amount to be donated to the Comitium. (Rarely will a Praesidium need to maintain a treasury balance of more than $50.)

8. Reports by each member on efforts to recruit active members. It is good to keep before the eyes of all members the need to always be recruiting for new members.

9. Reports on work assignments. This report is done in pairs with each member giving part of the report. If assigned work was not done, other work SHOULD NOT be reported as a substitute for the work assigned.

10. Stand for the recitation of the Catena. (This should be said at the half way point, about one hour from the beginning of the meeting. Remain standing if there is a candidate taking their Promise).

11. Be seated for the Allocutio (5 minute commentary on the handbook, or some other appropriate topic, by the Spiritual Director, or in his absence the President or any member designated by the President. 'It is stressed that a mere reading from the handbook or any other document does not suffice for the allocutio.')

12. The Secret Bag is passed after the Allocutio. (Discreetly, without interrupting the meeting, it passes under the table where possible. The money IS NOT counted at the meeting.)

13. Reports on assigned works. (Continue if needed.)

14. Reports by each member on efforts to recruit auxiliary members.

15. Auxiliary membership report given by the Vice- President. If there are auxiliary members that are due to be visited in the near future the VP will announce it so that the President can assign it at a later date. Also reports if there are any changes in the auxiliary membership roll.

16. Discussion by members on the Handbook Study. Pages are assigned from the week before and are studied at home. Each member should come in with some thoughts on the reading. Then there is a sharing of ideas for about 10 minutes.

17. President gives teams their work assignments for the coming week. (Legion work is to be done in pairs, there is an exception given to Legionaries in the US to do CCD teaching alone. Arrangements between team members should be discussed after the meeting).

18. Other Business: Comitium or Senatus correspondence, report on Comitium meeting, upcoming Legion events, announcements and questions).

19. Kneel, if able, for the Concluding Prayers from the Tessera, and the final blessing from the Priest.