

Diocese of Charleston, South Carolina

**Diocesan Finance Council  
Statutes**

1. Name

This council shall be called the “Diocesan Finance Council of the Diocese of Charleston,” referred to in these statutes as “the diocesan finance council.”

2. Purposes

A. General – The diocesan finance council fulfills the purposes identified in the *Code of Canon Law* and other particular Diocesan legislation.

B. Specific Purposes

- 1.) To prepare an annual diocesan budget of foreseen income and expenditures (canon 493)
- 2.) To examine the annual diocesan report of revenue and expenses (canon 493; see canon 494 § 4)
- 3.) To review the annual financial reports presented by administrators of any ecclesiastical goods whatsoever which have not been legitimately exempted from the power of governance of the diocesan bishop (canon 1287 § 1)
- 4.) To elect a temporary diocesan finance officer if the diocesan finance officer is elected the diocesan administrator *sede vacante* (canon 423 § 2)
- 5.) To give its *consent* to the diocesan bishop before he performs the following three acts:
  - a.) to place acts of extraordinary administration defined by the conference of bishops (canon 1277; the college of consultors must also give its consent)
  - b.) to alienate goods of public juridic persons subject to his authority, and to alienate diocesan goods, which belong to the stable patrimony and whose value falls between the minimum and maximum amounts established by the conference of bishops (canon 1292 § 2; the college of consultors and “those concerned” must also give their consent)
  - c.) to perform any transaction which can worsen the patrimonial condition of public juridic persons subject to his authority or of the diocese, which belong to the stable patrimony and whose value falls between the minimum and maximum established by the conference of bishops (canon 1295; the college of consultors and “those concerned” must also give their consent; see canon 1292 § 2)

- 6.) To give its *counsel* to the diocesan bishop before he performs the following seven acts:
- a.) to appoint and to remove the diocesan finance officer (canon 494 §§ 2-3; the college of consultors must also give its counsel)
  - b.) to impose a moderate tax upon public juridic persons subject to his authority in the diocese (canon 1263; the presbyteral council must also give its counsel)
  - c.) to impose an extraordinary tax upon other juridic persons and upon physical persons subject to his authority (canon 1263; the presbyteral council must also give its counsel)
  - d.) to place acts of administration which are more important in light of the economic condition of the diocese (canon 1277; the college of consultors must also give its counsel)
  - e.) to determine the acts placed by public juridic persons subject to him which exceed the limits of ordinary administration (canon 1281 § 1)
  - f.) to make a prudent judgment on the investment of money and movable goods assigned to an endowment for the benefit of a foundation after also hearing those concerned (canon 1305)
  - g.) to reduce, moderate, or commute obligations attached to a foundation (but not foundation Masses) if, through no fault of the administrators, the fulfillment of these obligations becomes impossible because of diminished revenue or some other cause with the intention of the founder preserved as much as possible (canon 1310 § 2; “those concerned” must also give their counsel)

### 3. Membership

- A. The president of the diocesan finance council is the bishop of the Diocese of Charleston. He, or his delegate, shall preside at all its meetings.
- B. The diocesan finance council shall be composed of at least three members of the Christian faithful appointed by the diocesan bishop (see canon 492 § 1).
- C. Appointed members shall be truly expert in finances and civil law and outstanding in integrity (canon 492 § 1). They may not be related to the diocesan bishop up to the fourth degree of consanguinity or affinity (canon 492 § 3).
- D. Appointed members are appointed to a term of five years, renewable (canon 492 § 2).
- E. If a vacancy should occur on the diocesan finance council resulting in less than six appointed members, the diocesan bishop shall appoint a new member to a five year

term, renewable.

- F. The vicar(s) general and the diocesan finance officer shall attend all meetings of the diocesan finance council, but shall not be counted as members of it.

#### 4. Meetings

- A. The diocesan finance council shall meet four times a year, at a time and place determined by the diocesan bishop.
- B. More frequent meetings may be called by the diocesan bishop, whether on his own initiative or at the recommendation of the councilors.

#### 5. Officers

- A. The officers of the diocesan finance council shall be the chairperson, the vice-chairperson, and secretary. They will be elected at the annual organizational meeting, held after the beginning of each new fiscal year, and shall serve for a one-year term, renewable. They form the Executive Committee of the diocesan finance council.
- B. At least two weeks prior to each meeting of the diocesan finance council, the Executive Committee will meet with the diocesan bishop or his delegate to determine the agenda for the next council meeting.
- C. The chairperson is responsible for conducting the business of all meetings of the diocesan finance council.
- D. The vice-chairperson assists the chairperson, and substitutes for the chairperson when the chairperson is unable to perform the duties of office.
- E. The secretary prepares and distributes agenda for meetings, records minutes of meetings, and distributes them to members.

#### 6. Committees

##### A. Executive Committee

- 1.) The Executive Committee shall be the officers of the diocesan finance council.
- 2.) The diocesan bishop shall attend all meetings of the Executive Committee, unless he is legitimately impeded in which case his delegate may attend.
- 3.) The Executive Committee shall meet at least two weeks prior to each meeting of the diocesan finance council to determine the agenda for the next council meeting.
- 4.) The Executive Committee shall also meet at other times, as necessary.

B. Other Committees

- 1.) All other committees of the diocesan finance council shall be ad hoc committees, whose members are appointed by the chairperson of the diocesan finance council and approved by the diocesan bishop.
- 2.) Although others than councilors may serve on ad hoc committees, the chairpersons of ad hoc committees shall be members of the diocesan finance council.
- 3.) The purpose of each ad hoc committee shall be determined clearly by the chairperson of the diocesan finance council.
- 4.) Reports of the activities of the ad hoc committees shall be made at each diocesan finance council meeting.

C. Quorum – A simple majority of members of all committees, executive and ad hoc, must be present for a committee meeting.

7. Finances

- A. An annual budget will be submitted by the Executive Committee to the diocesan bishop by a time he determines each spring, after it has been approved by all members of the diocesan finance council.
- B. Funding for the operation of the diocesan finance council shall come from ordinary diocesan operating funds.
- C. Members shall not receive remuneration for service on the council or for duties performed on its behalf, but may be reimbursed for reasonable expenses incurred if these have been approved in advance by the diocesan bishop.

8. Rules of Order

The norms of the universal law of the Catholic Church and *Robert's Rules of Order*, as they may be updated periodically, shall govern the operations of the diocesan finance council.

9. Amendments

- A. These Statutes may be amended by the diocesan bishop on his own initiative or following a two-thirds majority of council members favoring amendment, including those absent from the meeting when a vote for amendment is taken.
- B. No Statutes or amendment of Statutes shall be effective without approval by the diocesan bishop.
- C. Nothing in the Statutes may contradict the divine law, the universal law of the Catholic Church, or the particular law of the Diocese of Charleston.

*Approval*

The foregoing statutes are approved by the undersigned Bishop of Charleston, this 21st day of October, in the year of our Lord, two thousand and eleven.

A handwritten signature in black ink that reads "Robert E. Guglielmo". The signature is written in a cursive style with a small cross at the beginning.

Most Reverend Robert E. Guglielmo  
Bishop of Charleston

A handwritten signature in black ink that reads "Sandra Makowski". The signature is written in a cursive style.

Sister Sandra Makowski, SSMN, JCL  
Chancellor