

## POINTS OF UNITY

1. The meeting and prayers should be neither rushed nor too slow. The Catena should be said at the midpoint. The meeting shall begin on time and last no more than 90 minutes.
2. As in all things the middle course is best. Meetings should have some humor even though we are doing serious work.
3. One person at a time should talk; there should be no side conversations as everyone must pay attention to each item discussed. Speak so all can hear.
4. Before starting opening prayers, announce the page of the spiritual reading so there is no break between the prayers and the reading. The prayerful mood of meditation continues on through the spiritual reading. Meetings are one-third prayer and spiritual direction.
5. Good minutes set the tone for the meeting - not too detailed nor too brief. Be sure the altar is neat, clean, and have fresh flowers if possible and matches to light candles.
6. Report new auxiliaries to Vice President before meeting so that they can be included in the auxiliary report. Also report any visitations that have been done to auxiliaries that week.
7. If late, say the opening prayers aside before joining in the meeting. If you must leave early, say the concluding prayers aside before leaving. On our meeting day we want to be sure to say all the prayers.
8. Every member should have and use a notebook.
9. Officers must attend the monthly meeting of the curia (governing council.)
10. The meeting is the instrument of our formation in the Spirit of the Legion by prayers, sharing, obedience, joy, spiritual direction, and spiritual reports.
11. The legion is dedicated to the Holy Spirit. Our promise is addressed to Him. Our Handbook is red - His color. He is the spouse of Mary. **Pray for His gifts.**



## JACKSONVILLE CURIA LEGION OF MARY GUIDELINES FOR CONDUCTING MEETINGS

### START THE MEETING AT THE APPOINTED TIME!

1. Opening Prayers and Rosary (Kneel if possible.)
2. Spiritual Reading from Handbook (About 5 Minutes.)
3. Welcome to New Candidates and Guests.
4. Minutes by the Secretary (Correct, Approve, Sign)
5. Standing Instructions (Worksheet) If First Meeting of Month or Candidates or Guests are Present.
6. Roll Call by the Vice President.
7. Treasurer's Report
8. Reports on Extension and Recruiting Active and Auxiliaries Members.
9. Reports on Assignments Until Halfway between Rosary and Closing Prayers
10. Catena (Stand - Sign of Cross at First Verse of Magnificat)
11. If Candidate is to Take Promise (Pg 90) (Remain Standing)
12. Allocutio (Spiritual Talk on Handbook Reading - About 5 Minutes)
13. After Allocutio Pass Secret Bag (without Comment or Interruption)
14. Continue Work Assignment Reports
15. Auxiliary Report by the Vice President
16. Handbook Discussion and New Assignment for Next Week.
17. Other Business - Curia Report, Announcements
18. Assignments in Pairs for the Coming Week
19. Concluding Prayers, Frank Duff Prayer, Priest's Blessing

## THE ROSARY

Start the opening Prayers on the dot of time. Reflect that God is intimately close to us by His presence before we begin. Invoke the Holy Spirit to direct us rays of His light. Place ourselves in the presence of the Blessed Virgin Mary.

As we meditate on the mysteries in Christ's like, recall our union with Mary. She will perfect our prayers and meditations and offer them to God for us.

The Rosary is an abridgment of the New Testament. Guide for meditating on the mysteries:

1. Who are the principle persons in this mystery?
2. Why do those persons speak and act as they do?
3. What does the mystery teach me?

## REPORTS

Must be prepared by the partners in advance from their notebooks, and should be about two minutes in length.

You must teach members something which will help them grow closer to Jesus. Mention what was taught or observed on visitation (e.g. Doctrine, Scripture, virtues, attitudes, etc.)

Good legionaries give care to preparing and giving reports. Make them vivid, distinctive interesting. Don't use routine phrases:

"The Apostles returned to Jesus and **reported** all that had done and taught." --Mk 6:30

## HANDBOOK STUDY

The Handbook should be the only work studied and read until the praesidium has gone though it from cover to cover at least once. You should return to the Handbook when new members join.

A small part - one or two pages - is assigned each week to be read and studied. If it contains a Scripture, read the verses before and after the verse quoted to be sure you understand the context and why it was referenced.

Make notes in your notebook on your thoughts and insights so you can discuss them at the meeting. (If you purchase your Handbook, feel free to highlight and mark important passages. You are no longer in high school.)

Don't ask questions. State your thoughts and ideas. This should spark another thought so that all may build on the ideas in a family-like discussion.

Handbook discussion should be only five minutes. Use these points to test your understanding:

1. How does this apply to the meeting and members?
2. Can I apply it to my assignment?
3. Does this also apply at home, business, in my community or parish?

You can't work the system properly if you don't know the Handbook. "...Increased knowledge will always bring increased efficiency." The Handbook tells us if the system is worked as laid out therein, the praesidium will not fail.

Handbook study (not limited to assigned pages) is as important as meeting and work. It is one of the basic duties of legionaries.