



*Marist*  
ASSOCIATION OF  
ST MARCELLIN CHAMPAGNAT

Marist  
Association  
**GUIDE**  
BOOK

A Handbook describing the Rules and processes of the  
**Marist Association of St Marcellin Champagnat**



## Vision

We Marists are a vital faith community, an expression of Church that embraces God's mission with Marian joy, hope, and audacity. Our discipleship of Jesus Christ and the priorities of all of our ministries are inspired by the Gospel passion and compassion which fired Saint Marcellin.

We remain attentive to the God of all life, and we are committed to nurturing our spirituality through ongoing formation.

We draw on both Marist tradition and imagination to be game-changers for young people, particularly those most on the peripheries.

We foster connectedness and communion among ourselves as an Association, with the Marist spiritual family around the world, and with the wider Church of which we are part.





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# Definitions

## 1. DEFINITION OF TERMS USED

1.1 In this guide, words and phrases have the following meanings:

**ACNC** means the Australian Charities and Not-for-profits Commission.

**ACNC Act** means Australian Charities and Not-for-profits Commission Act 2012 (Cth) as amended from time to time.

**Association** means the unincorporated association known as the Marist Association of Saint Marcellin Champagnat, also known as **the Marist Association**, or **the Association**, which is comprised of lay persons, religious and clerics and is an association of Christ's faithful.

**Association Member** means a person who is currently accepted for general Membership by the Association Council. Subject to Point 7.2, a person can be accepted as a Companion.

**Council** and **Councillors(s)** means the MASMCM Ltd's board of management, also known as **the Association Council**, and the directors of the board of management, also known as **Association Councillors**, respectively.

**Institute** means the Institute of the Marist Brothers, a Religious Institute within the Catholic Church.

**Leader** means the Councillor who is appointed by the Trustees to lead the Association and to Chair the Council and its meetings.

**MASMC Ltd** means the company Marist Association of St Marcellin Champagnat Limited ACN 653 757 870.

**Marist** means the adherents of the charism given to the Church by St Marcellin Champagnat, through the Institute he founded, the Marist Brothers. It can refer to members of the Institute or others who self-identify as Marists. It may also be applied to schools, institutions and other ministries carried out by the Institute or by affiliated groups such as the Marist Association of St Marcellin Champagnat.

**Province** means the Star of the Sea Province, or any province that might replace it.

**Provincial** means the current Provincial of the Star of the Sea Province, or any province that replaces it.

**Registered charities** means charities registered with the ACNC.

**Trustees** means the members of the company Marist Association of St Marcellin Champagnat Ltd.

The logo features the word "Marist" in a large, white, cursive script font. Below it, the words "ASSOCIATION OF ST MARCELLIN CHAMPAGNAT" are written in a smaller, white, sans-serif font, arranged in two lines. The background is a gradient of purple and pink, with a vertical orange stripe on the left and a yellow stripe on the right.

Marist  
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# About

St Marcellin Champagnat's ministry, and the spirituality that underpins it, is alive and well today all over the world. As well as the Brothers, thousands of Marist Lay persons are living out Marcellin's vision.

One great expression of this here in Australia is the **Marist Association of St Marcellin Champagnat**. It is a 'spiritual family' within the Catholic Church that is spread across the country and currently has over 900 Members – and growing. These are comprised of Brothers and lay people, males and females, young and not so young. Many Members have been directly involved in Marist work, in schools or ministries.

Members of the Association seek to live out their vocation in ways that are inspired by Marist spirituality and values. This means we seek to follow Jesus in the way of Mary.

## Preliminary

### 2. STATUS OF THE MARIST ASSOCIATION OF ST MARCELLIN CHAMPAGNAT

- 2.1 The Association operates currently under the auspices of the Province. The Association is seeking canonical recognition in its own right and is pursuing this with the Holy See.
- 2.2 The Association is comprised of Marist Lay persons, Brothers, religious and clerics.
- 2.3 The Association is an unincorporated body that is governed by a civilly recognised charitable company called The Marist Association of St Marcellin Champagnat Limited (MASMC Ltd).

## The Rules

### 3. ABOUT THE RULES GUIDING THE ASSOCIATION

- 3.1 These Rules are the Association By-Laws, which are binding on Members of the Association and enforceable by courts in Australia.
- 3.2 Alteration to these Rules, subject to Rule 3.3 below, may be proposed in writing by the Association Council to the Association Trustees. Such changes will only come into force once the proposed changes have been accepted by the Trustees and notified to the Association Council in writing.
- 3.3 No change to these Rules will be made which means the Association is no longer a charity.



# Purpose

## 4. PURPOSE OF THE MARIST ASSOCIATION

The Association will pursue the following purposes:

- 4.1 The Association provides a spiritual family within the Catholic Church for people committed to living the Gospel of Jesus, with Mary as their inspiration, in the style of St Marcellin Champagnat.
- 4.2 The Association seeks to continue the core mission of the Institute of making Jesus Christ known and loved, in the way of Mary, and bringing hope to the youth of today, through evangelisation, education and other apostolic works.
- 4.3 The Association supports and encourages Marist ministries, institutional or otherwise, whether in Australia or elsewhere, including exercising governance, management and control of a range of Marist ministries and other apostolic works.
- 4.4 The Association brings together a group of like-minded people who support formation and animation activities within the wider group of people who are in some way connected to Marist mission and life across Australia, or wherever else conferences and groups are formed. This includes Brothers and their affiliates, people who self-identify as Marists, people who work in Marist ministries, and people who volunteer in, or contribute in other ways, to Marist ministries.
- 4.5 The Association seeks to ensure vitality and viability for all Marist ministries, through a spiritual family of faith-filled people who embrace the Marist expression of Christian life in the Church. It is imbued with the values, spirituality and charism of St Marcellin Champagnat as nurtured and passed on by the Institute today, as in the past.
- 4.6 The Association seeks to provide and bear witness to an experience of Church community that is Marian, Eucharistic, faith-focused, mission-driven, and inclusive.
- 4.7 The Association may do all things that help it to achieve these purposes, in accordance with these Rules.
- 4.8 The Association and its Council may only do things and use the income and assets of the Association (including those held on trust for the Association or its purposes) for these purposes.
- 4.9 The Association must operate consistently with legal requirements for registered charities.





# Governance

## 5. WHO GOVERNS THE MARIST ASSOCIATION

This is a summary of parts of the Constitution of MASMC Ltd, to outline the governance of the Association. MASMC Ltd is the governing body of the Association.

### 5.1 Marist Association of St Marcellin Champagnat Limited – the Company

- 5.1.1 The Marist Association of Saint Marcellin Champagnat Ltd (MASMC Ltd) is a not-for-profit company limited by guarantee. It is a charity registered with the Australian Charities and Not-for-Profits Commission (ACNC).
- 5.1.2 MASMC Ltd is the governing body for The Association and also oversees the management and conduct of the Association.
- 5.1.3 MASMC Ltd is the member of Marist Schools Australia Ltd and supports the work of Marist180 and Australian Marist Solidarity.

### 5.2 Trustees

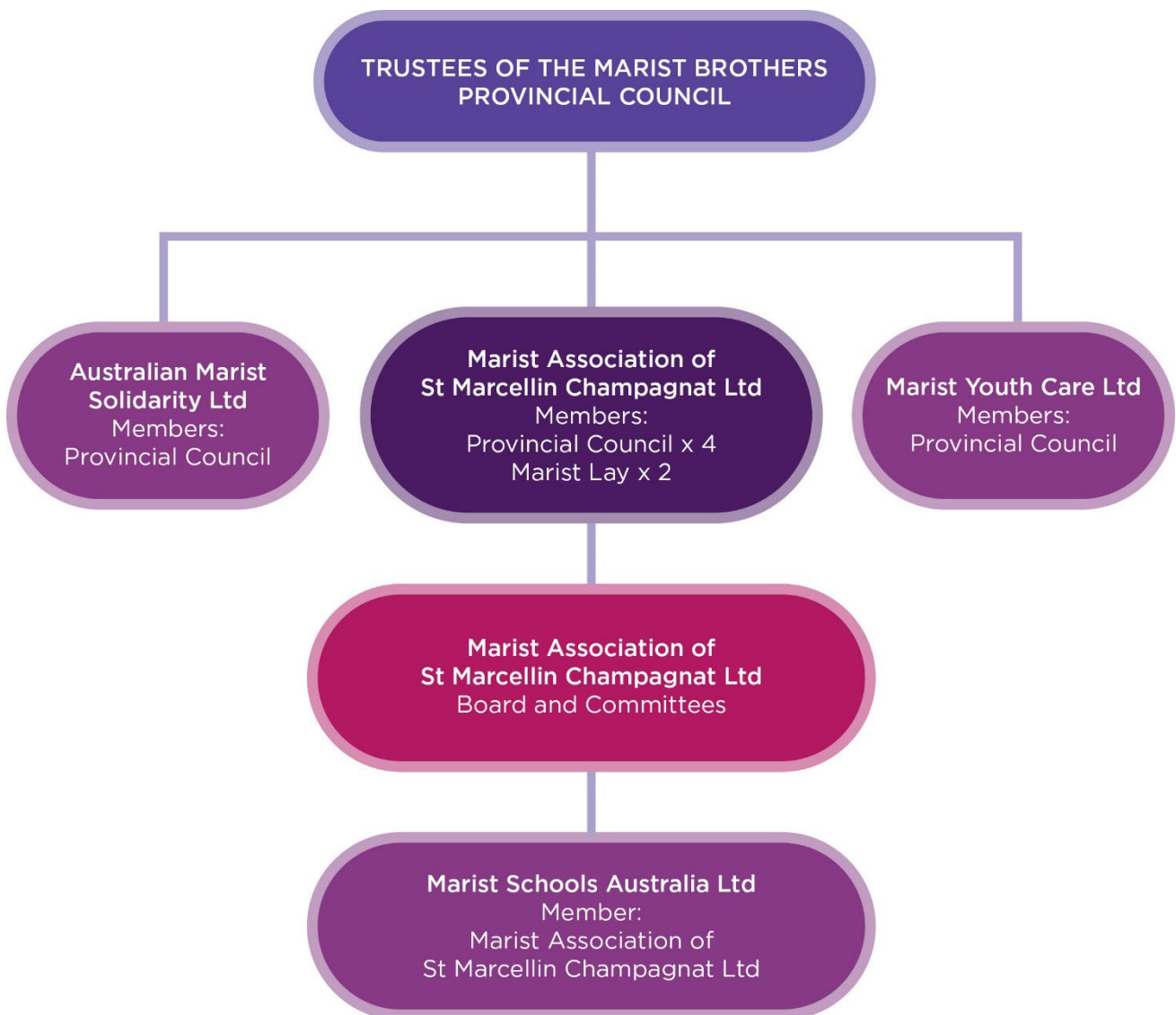
- 5.2.1 The Owners, or members, of the Company MASMC Ltd are known as the Trustees.
- 5.2.2 The Provincial and persons who are Members of the Association are the only persons who are eligible to become Trustees.
- 5.2.3 MASMC Ltd must have at least four and no more than six persons who are Trustees at any one time. The Trustees will comprise:
  - 5.2.3.1 the Provincial;
  - 5.2.3.2 three Provincial Councillors; and
  - 5.2.3.3 up to two Lay Persons.

### 5.3 The Association Council

- 5.3.1 The Directors of the Company MASMC Ltd are known as the Association Council.
- 5.3.2 The Trustees of MASMC Ltd appoint the Council following a discernment process involving all Members of the Association to nominate Members for the position of Councillor. The Association Council is made up of at least 7 and no more than 11 Councillors.
- 5.3.3 The Councillors are subject to a term of 4 years but may be eligible for reappointment.
- 5.3.4 The Association Council is responsible for managing and directing the business of MASMC Ltd to achieve its purpose and objects.
- 5.3.5 The Association Council entrusts the day-to-day administration and management of MASMC Ltd and the Association to the Executive Officer.
- 5.3.6 The Association Council's role is to facilitate the purpose of MASMC Ltd, which is to continue the core mission of the Province of making Jesus Christ known and loved, in the way of Mary, through evangelisation, education, and other apostolic works.



## 5.4 Organisational Chart



# Policies

## 6. MARIST ASSOCIATION POLICIES

The Marist Association has developed certain Policies to enable it to carry out its purposes lawfully and efficiently, to protect itself and its Trustees, Councillors, staff and Members.

### 6.1 [Code of Conduct](#)

6.2 Trustees, Councillors, staff and Members are guided by the following policies, where applicable:

6.2.1 [Child Protection Policy](#) and [Child Protection Standards](#)

6.2.2 Conflict of Interest (*Policy under development*)

6.2.3 Related Party Transactions (*Policy under development*)

6.2.4 [Privacy](#)

6.2.5 Complaints (*Policy under development*)

6.2.6 [Social Media - Organisational Use](#)

6.2.7 [Social Media - Personal Use](#)



# Membership

It is the role of the Association Council to determine the Membership of the Marist Association.

Membership is administered by the Membership Team, which consists of the Coordinator of Membership (CM), and the Administrative Assistant (AA) who report to the Executive Officer.

The work of the Membership Team is guided by the following Rules, which apply to Membership of the Marist Association:

## 7. WHO CAN BECOME A MEMBER?

- 7.1 Anyone who has a desire to be identified as Marist, with a commitment to live out Marist life and mission, making Jesus Christ known and loved, may apply to become a Member of the Association. Applicants need to support the purposes of the Association and agree to be bound by these Rules.
- 7.2 People of all Christian traditions can be Members of the Association with voting rights. People who are part of other religious traditions, or who have no religious affiliation, are welcome to be a part of the life of the Marist Association as Companions.
- 7.3 Leaders of Marist ministries are not expected to be Members of the Association. It is an individual's choice to join based on his or her personal journey as a Marist. However, as a leader of a Marist ministry, there is an expectation that the Marist Association is promoted and encouraged to staff who are interested.
- 7.4 Some applicants have already undertaken previous spiritual and Marist formation, whilst others join the Association and then participate in such formation. All Members are offered ongoing opportunities to enrich their faith life.

## 8. HOW TO BECOME A MEMBER

- 8.1 Applicants are required to complete the [Application Form](#) on the Marist Association website.
- 8.2 Applicants must provide support for their application, according to the following circumstances:
- 8.3 If the applicant works in or is connected with a Marist Ministry or College, they must provide the name and email address of one supporter who endorses their application and who can be contacted for confirmation (eg: Marist Brother, College Principal, Ministry Leader, Association Local Coordinator or an Association Member).
- 8.4 If the applicant does not work in, or is not connected with, a Marist Ministry or College, they must provide the names, positions and contact numbers of two people who support their application (eg: Priest, Marist Brother or other Religious, Marist Lay person, or Lay person who is involved in the Catholic Church through their work/Parish/volunteering).
- 8.5 To find out more about the Association, applicants are welcome to contact a Local Coordinator in their area, a Marist Ministry Leader, the relevant Mission and Life Formation Team contact person, or the Coordinator of Membership, Mr Michael Evison, at [michael.evison@marists.org.au](mailto:michael.evison@marists.org.au). Enquiries can be made to [marist.association@marists.org.au](mailto:marist.association@marists.org.au).



- 8.6 The Association Council decides the process for receiving and approving or rejecting Membership applications. Membership applications are dealt with at Association Council meetings which occur throughout the year.
- 8.7 The vast majority of applications are accepted, however the Association Council reserves the right to decline an application if they believe joining does not serve the purpose of the Association.
- 8.8 After the Council has approved or rejected a Membership application, the applicant is informed of the decision as soon as possible. If an application is rejected, the Association does not have to give reasons.

## 9. MEMBERSHIP COMMITMENT

- 9.1 Those joining the Association commit to continuing their personal prayer life and faith journey, prioritising the nourishment of their Marist spirituality. They also help to discern the vision and direction of Marist mission into the future.
- 9.2 Whenever possible, and to the extent that is reasonable, those who join the Association are proactive in fostering Marial spirit and keeping Marcellin's dream alive by building Marist community and life in the places where they live and work. They invite others, who are a part of the wider Australian Marist Community, to experience belonging and shared purpose. Members commit to attending local and regional Association gatherings, and sharing their gifts to help lead and animate the life of the Association.
- 9.3 A Commitment Response Card, along with a certificate and Membership pin, is presented to new Members upon joining.
- 9.4 A person immediately stops being a Member if:
  - 9.4.1 their Membership is cancelled under these Rules,
  - 9.4.2 they indicate they no longer wish to remain a Member
  - 9.4.3 they pass away.

## 10. HOW MEMBERS ASSOCIATE

### 10.1 Local Groups

- 10.1.1 Members belong to Local Groups around Australia to pray together, gather together and work together. The locations of current Local Groups can be found on the [Association website](#)
- 10.1.2 The purposes of the Local Groups are the same as the purposes of the Association (outlined in Rule 4), but at a local level.
- 10.1.3 These Local Groups may be attached to a Marist ministry, such as a school, administrative centre or a Brothers Community, or they may be made up of Members who gather together independent of these structures.
- 10.1.4 The Association groups determine their own arrangements, both formal and informal, including frequency of meetings, structure of meetings, guest speakers or formation events, recognising other Members' birthdays, informal gatherings to use the Marist Daily Prayer App, etc.
- 10.1.5 If a Member does not live close to a Local Group, they can stay connected via the Association's social media channels, and online events and gatherings.



## 10.2 Local Coordinators

- 10.2.1 Each Local Group has a designated Local Coordinator (or co-Coordinators).
- 10.2.2 Local Coordinators are appointed through a process of consultation between the appropriate Ministry Leader and the Director of Mission and Life Formation (MLF).
- 10.2.3 The selected person is then submitted for final endorsement by the Executive Officer, the Director of MLF and the Coordinator of Membership.
- 10.2.4 A Letter of Welcome from the Leader of the Association is sent to the newly appointed Local Coordinator. Outgoing Local Coordinators receive a Letter of Thanks from the Leader.
- 10.2.5 The Local Coordinator animates the life of the Association at the local level.
- 10.2.6 The Local Coordinators communicate to the Members of their group and facilitate regular Local Group Gatherings.
- 10.2.7 From time to time the Association's Local Group Coordinators will meet to discuss the life of the Association, to plan Association activities, and to participate in formation opportunities.

## 10.3 Regional Gatherings

- 10.3.1 Regional Gatherings, which occur from time to time, aim to strengthen the connections between Members of the Marist Association in geographical regions across Australia.

## 11. NATIONAL ASSEMBLIES

- 11.1 A National Assembly is held every four years, unless there are extenuating circumstances.
- 11.2 All Members of the Association are invited and may attend the Assembly.
- 11.3 The Council has the responsibility for calling together, organising, conducting and evaluating the Assembly. It may appoint a Council committee or committees to carry out these activities on its behalf.
- 11.4 Notice of the date, location and length of the Assembly should be communicated to Association Members, ideally not less than six months prior to the Assembly.
- 11.5 The Assembly is the occasion for the Association to review its operations and to identify strategic directions until the next Assembly.
- 11.6 The life of a Council is generally taken to be from one Assembly to the next, although the term of each Councillor is governed by the terms of the MASMC Ltd Constitution.

## 12. MEMBERSHIP BELONGING AND RESOURCES

The Association provides a range of platforms to keep Members informed, nourish their faith life and make connections:

- 12.1 Marist Association of St Marcellin Champagnat [website](#)
- 12.2 [Christlife](#) monthly newsletter publication
- 12.3 Marist Daily Prayer App and [website](#)



- 12.4 Facebook [Group](#)
- 12.5 Facebook [Page](#)
- 12.6 Prayer, formation and Membership [resources](#) on the website

### 13. MEMBER FORMATION

- 13.1 The Association offers opportunities for ongoing formation programs, seminars, retreats and events to nourish and enrich the faith lives of all Members.
- 13.2 The development, support and assistance of the Association is a priority for all relevant staff. The Mission and Life Formation Team works closely with Local Groups and Coordinators to this end – especially in regard to Formation. Each Local Group has a designated MLF team member with responsibility for that Group.
- 13.3 Many of these programs are offered through the Marist Association [Programs and Events book](#).

### 14. REGISTER OF MEMBERS

- 14.1 The Association must maintain a register of Members (known as the Database).
- 14.2 Members' names and contact details must be entered in the Database when an Application for Membership is received.
- 14.3 A person becomes a Member when their application is endorsed by the Council at one of their meetings, and is recorded in the Database as such.
- 14.4 The date that a person stops being a Member of the Association must be recorded in the Database as soon as possible after the person stops being a Member.
- 14.5 If a Member requests that access to their details on the Database be restricted, the Council may decide whether access will be restricted and will notify the Member of this.
- 14.6 Members' access to documents
  - 14.6.1 A Member may make reasonable requests to inspect (at a reasonable time) the:
    - 14.6.1.1 Rules of the Association
    - 14.6.1.2 General meeting minutes, and
    - 14.6.1.3 Register of Members.
  - 14.6.2 A Member may make reasonable requests for copies of the documents requested under Rule 13.6.1. The Association can charge a reasonable fee for providing copies.
  - 14.6.3 Members may only use information that is accessed in accordance with Rules 14.6.1 or 14.6.2 for lawful and proper purposes related to the Association.
  - 14.6.4 Subject to Rule 14.6.5, the Association must provide access to documents or copies requested under Rules 14.6.1 or 14.6.2 within a reasonable time.
  - 14.6.5 The Association can refuse to provide access or copies, or provide only limited access, if the documents contain confidential, personal, employment, commercial or legal matters, or if granting the request would breach a law or could cause damage or harm to the Association, or if the request is otherwise unreasonable.



14.6.6 Members cannot inspect or get copies of Council meeting minutes, or parts of the minutes, unless the Council specifically allows it.

## 15. CONDUCT OF MEMBERS

- 15.1 All Members of the Marist Association are expected to conduct themselves in a respectful and polite manner and in accordance with the Association [Code of Conduct](#).
- 15.2 The Council can take disciplinary action against a Member of the Association if it considers the Member has breached these Rules or if the Member's behaviour is causing (or has caused) damage or harm to the Association. The Council must follow a disciplinary process in accordance with Rule 15.5. The Council may choose to adopt a more detailed discipline policy, dealing with issues such as rights to appeal.
- 15.3 Disciplinary action can include warning a Member or suspending or cancelling the Member's Membership. It cannot include a fine. Membership cannot be suspended for more than 12 months.
- 15.4 The Council must write to the Member to tell them why they propose to take disciplinary action.
- 15.5 The Council must arrange a disciplinary procedure that meets these requirements:
- 15.5.1 the outcome must be determined by an unbiased decision-maker (who cannot be a Council Member),
  - 15.5.2 the Member must have an opportunity to explain or defend themselves, and
  - 15.5.3 the disciplinary procedure must be conducted with procedural fairness and completed as soon as reasonably practical.
- 15.6 The Council must notify the Member of the outcome of the disciplinary procedure as soon as reasonably practical.
- 15.7 There will be no liability for any loss or injury suffered by a Member as a result of any decision made in good faith (fairly and honestly) under these Rules.
- 15.8 When Membership is suspended, a Member cannot exercise their Member's rights such as voting at an Assembly or in any ballots for leadership positions.
- 15.9 Complaints process
- 15.9.1 MASM Ltd and the Marist Association respects the right of staff, Association Members and any persons with which MASM Ltd or the Association engages to report a complaint, grievance or dispute and have it responded to in a prompt, impartial and just manner.
  - 15.9.2 Complaints Policy (*Policy under development*).





# Family Spirit

“Wherever the followers of Marcellin are present, working together in mission, this “family spirit” is the Marist way of communal living. Its well-spring is the love that Jesus has for all his brothers and sisters – all of humanity. Through this spirit we offer an experience of belonging and union in mission.”

Water From the Rock #32





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## #wemarists



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