

Pastoral Council Bylaws

Article I – Name

St. Mary's Pastoral Council

Article II – Objectives

The specific objectives of the Pastoral Council are:

- To seek and document the opinions, attitudes, and ideas of the total parish community;
- To do pastoral planning for the good of the entire parish by appraising its spiritual and physical needs;
- To develop goals, objectives, and assign priorities; and,
- To engage in on-going consultation with the Pastor.

Article III – Membership

The Pastoral Council shall be composed of twelve councilors who are representative of the entire parish.

- The Parish will initially elect nine councilors; thereafter, three new councilors are to be elected each year.
- Three councilors shall be appointed by the Pastor.

The normal term of membership for all councilors is three years, beginning on July first of the year they are elected.

Elected councilors may serve for no more than two consecutive terms; appointed councilors may serve for no more than three consecutive terms.

If an elected councilor cannot serve his/her full term, the Council Chairperson will nominate a replacement who shall be approved by a majority vote of the Council. If a majority vote is not obtained, the council Chairperson shall make another nomination. The replacement Councilor will fulfill the remaining term of the Councilor who could not fulfill his/her full term. At the Chairperson's discretion, the position may be left open until the next annual election.

If an appointed councilor cannot serve his/her full term, then the Pastor shall appoint a replacement Councilor in a reasonable amount of time.

Article IV – Elections

Each April, the Pastoral Council will create a nominating committee whose purpose will be to solicit parish members interested in serving on the Pastoral Council. The existence

and composition of the nominating committee will be published in the parish bulletin along with a contact point.

All confirmed parishioners are welcome to propose themselves for consideration.

Elections will be held by ballot during masses on a designated weekend in June.

Article V – Officers

The Officers of the Pastoral Council are the **Chairperson**, the **Vice Chairperson**, and the **Secretary**.

The **Chairperson**, **Vice Chairperson** and the **Secretary** shall be elected by the Pastoral Council from its membership each year at the meeting following the parish election.

Article VI – Meetings

The Pastoral Council meets at least nine times a year, including at least one joint meeting with the Parish Staff and the Council of Ministries.

The Pastor or Chairperson may call additional meetings whenever necessary.

The location and time of all regularly scheduled meetings will be published in the Parish Bulletin and posted on the Parish Web Site.

All meetings of the Pastoral Council are open to all parishioners and members of the parish staff.

The minutes of a previous meeting will be distributed to all members of the Pastoral Council at least one week prior to the next meeting. In addition, once the minutes are approved, they will be posted to the Parish Web Site.

Article VII – Amendments to the Bylaws

Modification of any portion of these bylaws shall be accomplished by the following sequential process:

- First, the proposed change must be recommended and discussed at a meeting of the Pastoral Council;
- Second, the proposed change must then be published in the Parish Bulletin and posted on the Parish Web Site; and
- Finally, the proposed change will be read and voted upon by the Pastoral Council at its next regularly scheduled meeting.

Note: the requirement that “the proposed change must then be published in the Parish Bulletin” may be fulfilled by publishing a note in the Bulletin that instructs the

reader to view the proposed change(s) on the parish website; and provides direction on how to do so, as well as how to request a written copy.

Modified: October 10, 2012

Approved: November 14, 2012