

# CONSTITUTION OF LUMEN CHRISTI CONGREGATION PARISH COUNCIL MEQUON, WISCONSIN

## ARTICLE I: NAME

The name of this organization shall be Lumen Christi Parish Council, hereinafter referred to as the "Council."

## ARTICLE II: PURPOSE

- Section 1** The Council shall strive to unite all members of the parish in a community of prayer, leadership, service and pastoral action.
- Section 2** The Council shall develop and maintain a parish mission statement, which embraces the total life and mission of the parish: word, worship and service.
- Section 3** The Council shall engage in a continuous process of pastoral planning, which takes into consideration the needs of its own parishioners and the needs of the archdiocese, the broader community and the world.

## ARTICLE III: SCOPE

- Section 1** The Council shall be the planning, consultative and policy formulating body in all matters of the parish, including but not limited to spiritual, educational, social and financial concerns, except to the extent limited by faith and morals, church or civil law or archdiocesan policy/norms.
- Section 2** In any case where any member of the Council interprets an action of the council or any of its committees to be outside the limits set forth in Section 1, such member shall present such interpretation no later than the next meeting of the Council and ask for reconsideration. Pending consideration, the effect of the action shall be suspended.
- Section 3** In any case where reconsideration has failed to resolve the matter, any Council member may then take the matter to the Office of the Archbishop or one appointed by him, for clarification or arbitration. Any decision resulting from such an appeal shall be final. In the meantime, the effect of the action shall remain suspended.

## ARTICLE IV: MEMBERSHIP

- Section 1** The Council shall be comprised of twelve at-large members, ex-officio members and may include one youth representative. Parish employees and relatives of employees are ineligible to serve as members of the Council. Relatives include spouses, children, parents, and siblings.
- Section 2** The Council shall have the following ex-officio members: the pastor; the associate pastor, if any; and the two lay trustees. Ex officio members participate fully and equally in all Council decisions.
- Section 3** The twelve at-large members must be baptized, practicing Catholics, at least 18 years old, registered members of the parish, and participants in the parish worship life, especially

Mass and the sacraments. They shall be selected from and by the membership of the parish 18 years of age or older.

**Section 4** The term for at-large members shall be for three years with the term beginning at the commencement of the Council's transition meeting in the month of June and ending at the adjournment of the Council's transition meeting in the month of June. No at-large member may serve more than two consecutive terms. Any at-large member filling a vacancy of 18 months or fewer can serve two consecutive three-year terms. New at-large members shall begin their terms with the conclusion of the annual transition meeting in June of each year.

**Section 5** One youth representative, who is at least 14 years of age, but not yet 18 at the time of selection, may be selected annually from and by the youth members of the parish. The youth representative must be a baptized, practicing Catholic, registered in the parish, and a participant in the parish worship life, especially Mass and the sacraments. The youth representative's term shall begin with the conclusion of the annual transition meeting in June of each year. The youth representative may not serve more than three consecutive annual terms.

#### **ARTICLE V: OFFICERS**

**Section 1** The officers of the Council shall be a chairperson, a vice-chairperson and a secretary. They shall be selected by and from the Council at the annual transition meeting. They shall serve for a one-year term beginning with the conclusion of the transition meeting. Ex officio members of the Council are ineligible to serve as Council officers.

**Section 2** The Council chairperson, or such other person as the Council may select, shall serve as the parish delegate to the Archdiocesan Pastoral Council district assembly.

#### **ARTICLE VI: MEETINGS**

**Section 1** Regular Parish Council meetings shall be held monthly, at least ten times during the fiscal year.

**Section 2** Special meetings may be called by the chairperson, pastor or a quorum. A quorum consists of two-thirds of the members and includes the pastor.

**Section 3** A transition meeting shall be held at the next regular Council meeting following the annual selection of Council members. At this meeting the newly selected members shall join the existing Council for the purpose of selecting Council officers for the following year.

#### **ARTICLE VII: RELATIONSHIP OF PASTOR TO COUNCIL**

**Section 1** The pastor presides at the Council by:

- A. Attending all Council meetings;
- B. Making certain that the scope of the Council's concerns reflects the entire mission of the Church;
- C. Enabling the Council to build a community of faith and an atmosphere of trust among Council members;
- D. Making certain that Council members have adequate training;
- E. Assisting in formulating the Council agenda;

- F. Sharing in the dialogue that leads to the formulation of policy;
- G. Serving as chief administrative officer of the parish; and
- H. Executing the policies formulated by the Council.

If the pastor judges that the decision is contrary to Church teaching or discipline, or violates a diocesan norm, the pastor may withhold implementation, giving to the Council the reasons. In such case the Council may appeal to the Office of the Archbishop or one appointed by him for clarification or arbitration. Any decision resulting from such an appeal shall be final. In the meantime, the effect of the action shall remain suspended.

**Section 2** The pastor does not chair Council meetings.

**Section 3** Before requesting a proxy from the archbishop, the pastor will consult with the Council. The consensus of the Council shall be represented in the request for proxy.

### **ARTICLE VIII: MANNER OF OPERATION**

The Council's manner of operation shall be communal discernment, which includes prayerful reflection, gathering of information, dialogue and sharing of conclusions. The usual method of reaching decisions shall be consensus; however, the chairperson of the council meeting may call for a vote.

### **ARTICLE IX: PARISH COMMITTEES**

**Section 1** The Council shall have the following Standing Committees:

- Prayer and Worship
- Christian Formation
- Human Concerns
- Finance/Administrative Services
- School

**Section 2** The Council may establish sub-committees or ad hoc committees in consultation with the pastor.

**Section 3** Council Committee Liaisons

The Council shall request from its at-large members their preferences in regard to serving as a liaison to each of its Standing Committees at the annual transition meeting following the selection of new officers. Then after the transition meeting and before the next Council meeting, the officers and the pastor shall select the liaisons to the Standing Committees and inform the at-large members. Liaisons shall serve for a one year term beginning with the conclusion of the transition meeting. Ex officio members and officers of the Council are ineligible to serve as liaisons.

### **ARTICLE X: AMENDMENTS**

The Council shall review the constitution at least once every two years. The constitution may be amended at any regular or special meeting by consensus or a two-thirds vote of the Council and thereafter by approval of a majority of the parishioners participating in the parish approval process.

Date of Approval by the Parish: June 15, 2010

Date of Approval by the Archdiocese: May 12, 2010

Date of Most Recent Amendment: \_\_\_\_\_

Date of Next Full Review: 2012