

ST. ALOYSIUS PASTORAL COUNCIL

Constitution and Bylaws

Article I Definition

The name of this organization shall be the St. Aloysius Pastoral Council representing the people of God of Saint Aloysius Parish and formed to advise the Pastor.

BYLAW: A parishioner is a baptized Catholic by his/her free choice registers as a member of St. Aloysius Parish. A parishioner contributes to the betterment of this faith community.

Article II Mission

The purpose of this Council is to advise the Pastor of this parish as he exercises his role in leading the people of God. The Council exercises shared responsibility for the pastoral life of the parish under the leadership of Pastor by helping to establish a vision for the parish.

Article III Pastoral Planning

Pastoral planning is a principal function of the Pastoral Council.

BYLAW: The Council shall pray, dialogue, and develop a vision for the parish, working to unite the parish groups in implementing this vision under the guidance of the pastoral staff. Pastoral planning includes goal-setting and accountability in order to further the life of the parish. This vision shall be reviewed and, updated every three to five years, as necessary.

BYLAW: The Council shall use the parish commissions and ministries to implement its pastoral plan and vision supported by the pastoral staff and Finance Council.

BYLAW: The Pastoral Plan shall be evaluated at regular intervals by the Pastoral Council.

Article IV Membership

The Council shall have twelve members, chosen by the parishioners. Members shall serve a three year term. Membership shall be rotated so that four positions shall be chosen every year. All members chosen by the parishioners shall have a vote on the Council.

The Pastor, all priests assigned to the parish and all deacons assigned to the parish shall have a seat on the parish council. They shall have a voice in the deliberations, but no vote. The Pastor, by Canon Law, shall convene the Council, approve of its membership, and exercise veto, when necessary.

BYLAW: The Parish as a whole shall select four members annually for the Parish Council through a process of discernment and prayer. This discernment process shall be held during the Christmas Season with the selection held on the Feast of the Epiphany.

BYLAW: Only registered members of the parish who have completed the Sacraments of Initiation (Baptism, Confirmation and Eucharist) are eligible to be members of the Council.

BYLAW: Parishioners are chosen to serve a three year term and are eligible to serve no more than two consecutive terms. A one year hiatus from the council must exist before a person can be re-elected to the Council.

(Article IV Continued)

BYLAW: When a person cannot fulfill the obligations of being a member of the Council for whatever reason, they may resign and the vacated seat will remain until the next discernment. If a vacancy opens with more than a year remaining on that term, one person shall be chosen at the next discernment to complete the remaining term.

Article V Officers and Executive Committee

The Pastor is the convener of the Pastoral Council. In the Pastor's absence, the Council may convene with an approved delegate, but no decisions can be finalized until they are approved by the Pastor.

The Council Officers shall consist of a Chairperson, a Vice-Chairperson and a Secretary. These will form the Executive Committee.

BYLAW: The Executive Committee shall discuss with the Pastor at least one week prior to a scheduled meeting Council meeting in order to set the agenda for the upcoming meeting. The agenda shall be available to members before the meeting.

The Chairperson shall run the meetings and is responsible for ensuring that the members are fulfilling their responsibilities.

The Vice-Chair shall take over for the Chairperson in his/her absence.

The secretary shall take minutes of the meeting and distribute said minutes in a timely manner after the meeting. The secretary shall propose the minutes to be accepted at the following meeting.

BYLAW: Officers shall serve a two year term and be eligible for election to not more than two consecutive two year terms.

BYLAW: Councilors who are chosen to hold an office with only one year remaining on their term may continue in said office for the entire two year term.

Article VI Meetings

The Council shall meet monthly and determine its own meeting date at the first meeting after each election.

BYLAW: Annually, the normal meeting schedule shall be agreed upon and announced at the first meeting of the year. At least one meeting annually shall be a retreat away from the parish for team-building. Special Council meetings may be called by the Pastor or by the Executive Committee. At least ten days advance notice shall be given all members of such special meetings.

BYLAW: If a member is absent four consecutive meetings without an excuse, the pastor and chairperson shall speak with that person to determine if he/she shall continue on the council.

Article VII Commissions

The Council shall form Commissions in order to fulfill its vision and to bring together the various groups of the parish in working together. The areas and number of commissions shall be determined by the needs of the parish. These commissions shall convene as determined by the Parish Council. All Parish groups shall be assigned a commission whose mission matches the group's objectives. The Pastoral Council shall work through these Commissions.

BYLAW: The Commissions are: Spiritual Life Commission, Parish Life Commission, Formation Commission, Human Concerns Commission, Evangelization Commission and Stewardship Commission.

(Article VII Continued)

They shall implement the parish vision by involving other parishioners in their respective ministries. Each Commission shall develop a timeline and plan for implementing the parish vision.

BYLAW: Two parish council members shall serve on each commission. One Councilor shall act as Chairperson and the other as Vice-Chair of their commissions.

BYLAW: The Parish Pastoral Council evaluates, and monitors all plans of the Commission. No major area of pastoral concern shall be segregated from the Council's right and obligation to review it.

Article VIII Finance Council Representation

The Council shall choose one of its members to sit on the Finance Council of the parish and to report back to it at the monthly meetings. This member shall advise the Finance Council of the needs and vision of the Parish Council. This member shall have a full vote on the Finance Council and be responsible to it for maintaining confidentiality when appropriate.

Article IX Procedure:

The Council and its Commissions shall proceed by building consensus among its members and the parishioners.

Council meetings shall follow Robert's Rules of Order during a meeting as a basic means of governance and diminishing conflict. A motion may be put forth either after consensus has been reached, or it may be motioned first and then the Council shall attempt to build consensus on the issue. Because the nature of the Council's deliberations are pastoral advice and not

governance, every attempt shall be made to avoid conflict and to build unity for every decision. When a vote is taken, a quorum of no less than half the members must be present for the vote to be accepted.

BYLAW: Normally the Council prays, dialogues and comes to resolution on agenda items without a formal vote, that is, seeking consensus among its members. When the agenda is highly controversial, the request for a motion, discussion and vote according Robert's Rules of Order shall be appropriate.

BYLAW: Consensus means that every member on the Council or Commission agrees with the overall thrust of the decision and will not stand in the way of its being implemented. This does not mean that each voting member agrees with every aspect of the proposal. However, they can accept and support the Council's decision when challenged by others.

Article X Assembly

With the Pastor, its Pastoral Planning Commissions and the Finance Council, the Pastoral Council shall administer an annual assembly in St. Aloysius Parish for dialogue and accountability to the parishioners.

BYLAW: All parishioners are summoned to this annual event which dialogues about parish Mission, and business. The Council shall report in writing to the assembly its plans, its failures, and its vision.

Article XI Amendments and Bylaws

Amendment of this Constitution shall require a two-thirds vote of all Council Members and the agreement of the Pastor. All amendments shall be done in writing with at least two meetings' notice prior to the vote being taken.

Bylaws may be changed by a simple majority vote of a meeting with a quorum with one month's written notice of the proposed change.