

PASTORAL COUNCIL
St. John Vianney Catholic Church
By-laws
Revised June 11, 2013

Article One
Mission Statement

We the parishioners of St. John Vianney Catholic Church seek to know, love and serve God, in and through the Holy Spirit, by following the example and teaching of our Lord, Jesus Christ.

In union with the Catholic Church, we strive to love God and our neighbor through prayer, charity, teaching, and hospitality.

We invite others to join us in our pilgrimage of faith.

We give our time, talent, and treasure to build up the Body of Christ, the Church, and to prepare a path for the Kingdom of God, which is a kingdom of justice, love, and peace.

Article Two
Function of the Pastoral Council

The main objective of the Parish Pastoral Council is to promote pastoral activity that will help the parish achieve its goal of sharing in the Church's mission. This work is always concerned with the overall good of the parish and can include reflection, prayer, planning, setting goals and priorities, coordination, motivation, support and evaluation.

The Parish Pastoral Council is not immediately responsible for liturgy or catechesis, for the care of the poor, or even for the Church finances (this latter responsibility being the task of the Finance Council according to the revised Code of Canon Law --- Canon 537 ---and Archdiocesan policy). However, the Council must see to it that all these different aspects of parish life are considered an integrated into the overall pastoral development of St. John Vianney Parish.

In order to fulfill this function, the Parish Pastoral Council has the following duties:

- A. Give life to the parish through involvement and in consultation with parishioners.
- B. Become a promotional body of the Church.
- C. Become "Goal setters" and "Visionaries" to see that the needs of the parish groups such as the youth, elderly, handicapped and minorities are being met.

Article Three

B. Organization

There shall be 15 voting members on the Parish Pastoral Council all of whom will be nominated by the parishioners at large and then chosen by lot from the nominated parishioners once they have been screened for eligibility.

Any parishioner 16 years old and older shall be eligible to serve.

The Pastor, any parochial vicar, Chairperson of the Finance Council and permanent deacons assigned to the parish shall be ex-officio non-voting members of the Pastoral Council.

All members of the Council shall be advisors to the Pastor.

C. Length of Membership

Each of the voting members of the Pastoral Council shall serve a term of three years. Members may serve more than one consecutive term if they are nominated and chosen again. Terms shall begin at the September meeting.

D. Resignation, Forfeiture and Replacement

Members may resign from the Pastoral Council before the end of their regular three year term. Failure of a voting member to attend four consecutive meetings may result in that member being permanently excused from the council.

Any seat vacated by resignation or forfeiture shall remain vacant until the next regular selection of members. If the term has not been completed at the next regular selection of members, a new member shall be chosen to fill out the remainder of the term and then a new member shall be chosen in the regular order.

E. Election and appointment procedure

Five members of the council shall be chosen each year by lot at a regular Sunday mass in July. Members will be nominated by registered parishioners. Nominations shall be solicited at a regular Sunday mass during the month of June. The Chairperson of the Pastoral Council will screen all nominations to ascertain if nominated persons are willing and eligible to serve and shall obtain from them in writing a statement of willingness to serve.

After all nominations have been screened for eligibility and willingness to serve, their names shall be placed in a container and the required number of names will be chosen at random at a regularly scheduled Sunday mass during the month of July.

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Article Four Job Descriptions

A. President

The President of the Pastoral Council shall be the Pastor or Administrator appointed by the Archbishop of Washington. He will call the Council together, recalling the Council's goals and shall take into due consideration the recommendations of the Council.

B. Chairperson

The Chairperson will help the Pastor in his role as Council president. It shall be the duty of the chairperson to:

1. Prepare an agenda for each regular meeting.
2. Chair the meetings.
3. Chair the annual joint budget meeting with Pastoral and Finance Councils.
4. Organize the parish picnic for the feast of St. John Vianney, Aug. 4.
5. Attend Finance Council meetings.
6. Encourage all members to participate fully and execute Council decisions.

The chairperson shall be chosen at the September meeting of the Council for a one year term by a majority vote of the Council. The Chairperson may serve more than one consecutive term.

C. Vice Chairperson

The Vice Chairperson shall chair the meetings of the Council in the absence of the Chairperson. The Vice Chairperson shall also perform the duties of the Chairperson as needed in the extended absence of the chair due to resignation or forfeiture of the Chairperson position.

The Vice Chairperson shall be chosen at the September meeting of the Council for a one year term by a majority vote of the Council. The Vice Chair may serve more than one consecutive term.

D. Secretary

The Secretary of the Council shall keep the minutes of the Council meetings and submit the minutes to the Chairperson of the Council at least one week prior to the next regular meeting.

The Secretary shall be chosen at the September meeting for a one year term by a majority vote of the Council. The Secretary may serve more than one consecutive term.

Minutes of the Council meetings shall be made available to the Parish at large through the bulletin or on the parish web site.

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Article Five Meetings

A. The Pastoral Council shall meet at least eight times per year at monthly meetings at a regular date and time chosen by the council in advance. There will be no regularly scheduled meetings of the Council in the months of July, August, December, or in the month in which Easter falls.

Special meetings may be called by the Chairperson of the Council if after polling the members such a meeting is determined necessary.

B. All members of the Council are open to the parish community at large.

C. A quorum of at least 7 of the 15 voting members shall be required for a regular or special meeting of the Council. All decisions of the Council shall be made by a majority of those attending a meeting.

D. An agenda for the meetings shall be submitted by the Chairperson to the Pastor at least one week prior to the scheduled meeting. Any committees required to report to the Council shall be listed on the agenda. Also any organizations requesting time at the Council meeting shall be listed on the agenda.

E. The regular June meeting of the Pastoral Council shall be a joint meeting held together with the Finance Council for the purpose of deciding upon a balanced budget to be submitted to the Archdiocese of Washington for the coming fiscal year which begins on July 1 of each year.

F. Any decisions made by the Council at regular or special meetings shall be noted in the minutes kept by the secretary and shall be labeled "Council resolutions". They shall become effective when ratified by the President.

Article Six Committees

The voting members of the Pastoral Council shall each be assigned to represent one of the parish's major ministries as described in the Parish Activities Guide. That member, or another representative of that particular ministry, shall report on that ministry to the rest of the Council at each regular meeting.

Each committee should have in its membership one (1) voting member of the Council; and each member of the Pastoral Council should be involved in one of the committees.

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Article Seven
By-Law Ratification

These By-Laws of the Pastoral Council shall be ratified by at least eight (8) voting members of the Pastoral Council at the meeting in June 2013. By-Laws will become effective in June 2013.

Article Eight
Amendments

Amendments to the By-Laws of the Pastoral Council shall require approval of a majority of the voting members of the Council, not a majority of the voting members present at a meeting.

Amendments to the By-Laws must be presented to the Council at the meeting prior to adoption and must be published in the parish bulletin or on the parish web site, and must appear on the next meeting agenda. The results of the vote shall appear as part of the meeting.

Since the Council has only a consultative vote, changes recommended by the Office of Parish Life of the Archdiocese of Washington do not constitute an amendment and may be included in the By-Laws of the Pastoral Council by recommendation of the President.

Pastoral Council By-Laws
Respectfully submitted by

Albert D. Perpuse
2013 Pastoral Council Chairperson (Date)

Approval (Date)

Approval (Date)

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Signature Page
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