
ST. ALPHONSUS AND ST. JOHN THE EVANGELIST PARISH COUNCIL CONSTITUTION

NEW MUNSTER AND TWIN LAKES, WISCONSIN

ARTICLE 1: NAME

The name of this organization shall be St. Alphonsus and St. John the Evangelist Parish Council, hereinafter referred to as the "Council.

ARTICLE II: PURPOSE

Section 1: The Council shall be a vehicle by which each parishioner gives expression to those gifts of the Holy Spirit, uniquely granted at baptism, and necessary to accomplish the mission of the Church.

The Council formulates parish policy, fosters good communication, and provides leadership by clarifying parish vision, establishing goals and witnessing the gospel message in the larger community and the world.

The Council shall cooperate with other parishes and with archdiocesan offices and agencies, to carry out its work. The council shall contribute to the formation of archdiocesan goals and policies.

ARTICLE III: SCOPE

Section 1: The Council shall be the planning, consultative and policy formulating body in all matters of parish life, 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 and 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 15 members, all of whom must be baptized, practicing Catholics, registered members of the parish, and participants in the parish worship life, especially Mass and the sacraments.

Section 2: The Council shall have the following *ex officio* members: the Pastor/Parish Director and four lay trustees. *Ex officio* members participate fully and equally in all Council decisions.

Section 3: The Council shall have 10 at large members (5 from each parish) 18 years of age and older, which shall be selected from and by the membership of the parish 18 years or older.

Section 4: The term for at-large members shall be three years and shall be limited to two consecutive terms. The term for trustees is two years and is limited to three consecutive terms. The new members shall begin their terms with the conclusion of the annual transition meeting.

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 or committee chairpersons.
- Section 2:** The Council chairperson shall serve as the parish representative to the Archdiocesan Pastoral Council district assembly. The Council vice-chairperson or secretary may be delegated to perform this function.

ARTICLE VI: MEETINGS

- Section 1:** Regular Parish Council meetings shall be held the third Thursday of each month except July.
- Section 2:** Special meetings may be called by the chairperson, Pastor/Parish Director or a quorum. A quorum consists of two-thirds of the total membership and includes the pastor.
- Section 3:** A transition meeting shall be held at the June meeting following the annual selection of Parish 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 THE PASTOR/PARISH DIRECTOR TO THE COUNCIL

- Section 1:** The Pastor/Parish Director is the parish council president. He 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 parish Council member have adequate training.
 - E. Assisting in formulating the Council agenda.
 - F. Sharing the dialogue that leads to the formulation of policy.
 - G. Serving as chief administrative officer of the parish.
 - 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 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/parish director does not chair Council meetings.
- Section 3:** Before requesting a proxy from the Archbishop, the Pastor/Parish Director 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 decision-making shall be communal discernment, which includes prayerful reflection, gathering of information, dialogue and sharing of conclusions. The usual method of reaching conclusions shall be consensus.

ARTICLE IX: STANDING COMMITTEES

- Section 1:** The Council shall have the following Standing Committees:
- Prayer and Worship
 - Christian Formation/Lifelong Faith Formation/REP
 - Human Concerns
 - Finance/Administrative Services
 - School Committee

Section 2: Council Committee Liaison: The Council shall select from its at-large members a liaison to each of its standing committees at the annual transition meeting following the selection of new officers. Liaisons 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 liaisons.

ARTICLE X: AMENDMENTS

This 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 Council 8/19/2010

Date of Approval by the Archdiocese 12/23/2010 MK

Date of Parish Ratification _____

Date of Most Recent Amendment _____

Date of Next Full Review 2015