



## Pastoral Council Bylaws

### 1. Purpose

The Pastoral Council serves as a consultative and advisory body to the Pastor and parish staff. It provides prayerful reflection, guidance, and recommendations but does not possess decision-making authority.

### 2. Membership

- The council shall consist of at least eight parishioners.
- All members must be active, registered parishioners.
- Recommended terms are a minimum of two years and a maximum of three years, with the possibility of a one-year extension.
  - In certain circumstances, members may serve an *abbreviated one-year term* in lieu of the minimum.
- Members are encouraged to recommend replacement members to the Pastor
- Membership should reflect parish demographics

### 3. Officers

- **President:** Leads council meetings and collaborates with the Vice President and Pastor to develop meeting agendas. Must be a parishioner. Serves a minimum one-year term and maximum two-year term.
- **Vice President:** Serves a minimum one-year term before assuming the presidency. Collaborates with the President and Pastor to develop agendas. May sit in for President at meetings as needed. Must be a parishioner.
- **Secretary:** Records and distributes meeting minutes. Must be a parishioner.
- **Nominations for Officers** are provided from the Council, with the option to self-nominate.

### 4. Pastor and Staff Participation

- In the event the Pastor is unable to attend a meeting, he will designate a replacement (e.g. Parochial Vicar) or the meeting will be canceled.
- The Pastor shares responsibility for setting the agenda with the President and Vice President.
- The Business Manager is encouraged to attend meetings.
- Staff members may attend council meetings at the invitation of the Pastor.

### 5. Meetings

- Meetings are held monthly.
- Quorum is achieved with a simple majority of council members present.

### 6. Amendments

- Bylaws may be amended by a two-thirds majority of council members, with final approval by the Pastor.