

**Pastoral Council
Resurrection University Parish
STATUTES**

In accord with canon law, the Bishop of Helena has determined that each parish is to have a parish pastoral council as the principal advisory group for the pastor/administrator. Members are to be in full communion with the Catholic Church, outstanding in firm faith, good morals and prudence, selected in such a way that they truly reflect the entire parish community. The parish pastoral council meets with the pastor/administrator and under his authority and guidance investigates, considers, and proposes practical conclusions about those things which pertain to pastoral good of the parish.

Article I. NAME

The name of this body shall be the “Pastoral Council of Resurrection University Parish.”

Article II. PURPOSE AND COMPETENCE

1. The Resurrection University Parish Pastoral Council-to be known from here on as RUPPC- shall be a group of representatives of Resurrection University Parish -to be known from here on as RUP who come together to advise and assist their pastor/administrator in fostering pastoral activity in the parish, including: pastoral care to all members as well as outreach to the local community – such as: planning for the future of the parish, assuring that all Catholics in the area are aware of the parish and its programs, promoting religious education programs and processes which are based on the Diocese of Helena guidelines in pastoral care.
2. The recommendations of the RUPPC shall be presented to the pastor/administrator for acceptance and implementation. (The pastor/administrator may take the issues to other advisory groups prior to making his final decision.)
3. In virtue of these Statutes, the members of the RUPPC are committed in conscience to the principle of collegiality with their pastor/administrator. Wherefore, the members of the RUPPC will place the good the Church above their own personal interests. The pastor/administrator will respect the recommendations of the RUPPC if he finds it necessary to override them, he will provide his reasons; if he finds it necessary to modify them in light of his consultation with other advisory groups, he will provide an explanation of the modifications.
4. If there is no pastor/administrator, the (Name of Group) shall be advisory to the person appointed by the Bishop for the pastoral care of the parish.

Article III. MEMBERSHIP

1. The RUPPC shall be composed of 8 to 12 members representing RUP.
2. Members shall be selected by prayerful reflection on the needs of our parish; selection by the parish at large; appointment by the pastor/administrator; etc.
3. The term of office for Members shall be (three years, renewable once). {All terms run concurrently. OR Terms are staggered so that (number) members renew each year.} A Member who has served two complete three-year consecutive terms is not eligible to serve again until at least a year has passed.
4. If a Member of the RUPPC ceases to be a member of the parish, that person thereby ceases to be a Member of the RUPPC.
5. Members may resign from the RUPPC by submitting to the pastor/administrator a letter explaining the reasons for the resignation. The resignation is effective when accepted by the pastor/administrator.
6. If a vacancy occurs, (process for replacing: e.g., follow same process as in 2; allow vacancy to run to end of term; appointment by the pastor/administrator after recommendation from the group)

Article IV. MEETINGS

1. Regular Meetings of the RUPPC shall be held (e.g., on the second Tuesday of each month; in September, December, April, and June; etc.) at a time and place determined by the chairperson after consulting with the pastor/administrator. Special meetings may be called by the pastor/administrator or the chairperson, after consultation with the pastor/administrator.
2. A majority of the Members shall constitute a quorum.
3. The agenda for each meeting shall be drawn up by the chairperson, after consultation with the pastor/administrator.
4. The agenda and supporting materials will be emailed to reach the Members at least (two weeks) prior to the scheduled meeting.
5. The general rules of procedure for the RUPPC are that the Chairperson conducts the meeting in a discussion/consensus manner, recognizing in turn those who wish to speak, and attempting to engender a consensus of the members.

Usually the RUPPC will not vote. If consensus is not reached, a vote is taken which will be reported to the pastor/administrator.

6. Expenses of the RUPPC shall be covered as allowed by the approved parish budget.

Article V. OFFICERS

1. The pastor/administrator of RUP shall preside over the RUPC.
2. The Chairperson is chosen through a discernment process conducted at the first meeting; by some other selection process).
3. The Chairperson is to conduct the meetings of the RUPPC in the name of the pastor/administrator, and to carry out such other responsibilities as may be assigned.
4. The Vice-Chairperson is selected as in # 2 above. If the Chairperson is not able to participate at a meeting of the Council or of the Executive Committee, the Vice-Chairperson will conduct the meeting.
5. Secretarial services shall be provided (e.g., by the parish secretary, by a person selected by the group for this purpose.)

Article VI. EXECUTIVE COMMITTEE ~~(if there is to be one)~~

- ~~1. The (Name of Group) shall have an Executive Committee, which will conduct the affairs of the (Name of Group) between meetings. The Executive Committee will meet (indicate regular meetings and the possibility of special meetings).~~
- ~~2. Members of the Executive Committee shall be (indicate who: e.g., the officers and the pastor/administrator).~~
- ~~3. The Members of the Executive Committee shall serve for a term of one year. Terms are renewable.~~
- ~~4. Expenses of the Executive Committee will be covered as allowed by the approved budget.~~

Article VII. AD HOC COMMITTEES

1. From time to time the Chairperson may appoint ad hoc committees of the RUPPC. Such committees shall consist of at least two members of the RUPPC, one of whom shall be the chairperson of the committee, and may include persons who are not members of the RUPPC. As soon as their appointed task is completed, the committee will cease.
2. Each committee shall report to each meeting of the RUPPC.
3. Expenses of Committees will be covered as allowed by the approved budget for the (Name of Group).

Article VIII. ADOPTION AND AMENDMENT

1. These Statutes shall be adopted after they have been presented at a meeting of the RUPPC, accepted by the Members through a process of discernment, approved by the Pastor/administrator of RUP.
2. An amendment to these Statutes may be proposed in writing at least thirty (30) days prior to a scheduled meeting, to be included on the agenda for that meeting. The text of the amendment must be sent to reach all Members at least two weeks in advance of the meeting. The Statutes shall be amended upon acceptance of the amendment by the Members through a process of discernment, approval by the pastor/administrator.

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These Statutes for RUPPC were presented at its meeting on (date), and were accepted by the Members.

Signed by Chairperson: _____

I have reviewed and approve these Statutes.

Date: _____ Signed: _____
Pastor/Administrator

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