

**Constitution for St Mary Help of Christians and
Christ the King Mission
Parish Pastoral Council**

ARTICLE I: Name

The name of this organization shall be

St Mary Help of Christians and Christ the King Mission Parish Pastoral Council

ARTICLE II: Territorial Limits

St Mary Help of Christians and Christ the King Mission boundaries encompasses all of Cleveland County in the State of North Carolina. The parish is inclusive of St Mary Catholic Church in Shelby and Christ the King Mission Church in Kings Mountain, North Carolina.

ARTICLE III: PURPOSE

The purpose of the council shall be as follows:

3.1 To advise the Pastor by providing an organization sensitive to the needs of the parish and to assist the Pastor in all aspects of the spiritual, pastoral and temporal life of the Parish.

3.2 To act as the representative body for the Parish in the decision-making process and to share accountability for implementing such decisions.

3.3 To discover the needs of the Parish and the areas served, to establish priorities, and to recommend such actions to meet such needs and provide needed resources.

ARTICLE IV: MEMBERSHIP

4.1 Individuals from the parish are eligible to serve on the council but must be:

4.1A Baptized and Confirmed Catholics is good standing with the Church.

4.1B Registered and supporting members of St. Mary Help of Christians Parish or Christ the King Mission, at least seventeen (17) years of age.

4.1C Have at least one year of service in the parish in any of its Commissions, apostolates or ministries.

4.1D Committed to prayer, study, listening, and dialogue.

4.1E Committed to work in union with the Pastor and the other members of the council.

4.1F Committed to giving the time needed for participation.

4.2 Each elected member shall serve a term of three (3) years with the exception that the original members shall serve terms varying from one to three years.

4.3 Members may be selected to no more than two consecutive terms without an absence of at least one (1) year.

4.4 The voting membership of the council shall be: Seven (7) members of the Parish at large with all members representing both St. Mary Help of Christians and Christ the King Mission.

4.5 The Pastor, other clergy assigned to the parish, and commission chairs are ex officio members and have no vote.

4.6 Method of Selection of members:

4.6A As far as is possible, the council should reflect the demographic realities of the parish. This does not mean that members represent a constituency but rather that the council should reflect the diversity of the parish in terms of age, race, and any other demographic realities so that the council reflects the parish.

4.6B Any member of the council may suggest potential members.

4.6C A process of discernment should take place.

4.6D All members are formally accepted by the Pastor and appointed by him.

4.7 A vacancy may occur by death, by resignation, by terminating membership in the parish, absence from three consecutive meetings or by the incurrance of a penalty which renders a person ineligible for office by ecclesiastical law.

4.8 A vacancy may also occur if a member causes public scandal by uncharitable acts or dissent from Church teachings. This includes possible public scandal and division caused by posts on electronic media and social media websites. The Pastor is responsible for promptly investigating the alleged actions or dissent and sharing the results of his investigation with the council in a timely manner. He will then decide how to prudently handle the matter.

4.9 An unexpired term may be served out by an individual selected by the Pastor after consultation with the council.

ARTICLE V: OFFICERS AND THEIR DUTIES

5.1 The officers of the Council shall consist of the following: Pastor, Chairperson, Vice Chairperson, and Secretary.

5.2 The Pastor, in his appointed role by the Bishop, shall preside over the council in his office ex officio. The pastor shall:

5.2A Preside at all meetings. The council cannot meet otherwise.

5.2B Call special meetings.

5.2C Place matters of concern on the agenda.

5.2D Approve or veto all recommendations of the council.

5.2E Officially promulgate decisions of the council.

5.3 The Chairperson shall chair all meetings of the council and motivate members of the council to fulfill their responsibilities.

5.4 The Vice-Chairperson shall perform all responsibilities of the Chairperson in his absence;

5.5 The Secretary shall:

A. Keep a record of all minutes of the council meeting, both regular and special meetings;

B. Keep current attendance records of the meetings.

C. Keep terms of office records for all Council members;

D. Provide advance notification to Council members for regular and special meetings;

E. Distribute information pertinent to the Council meeting.

F. Other duties required for the office as established by the Executive Board.

5.6 The Executive Board, consisting of the Pastor, Chairperson, Vice-Chairperson and Secretary, will set the agenda prior to each Council meeting.

5.6A The Executive Board, or at least the Pastor, should consult with the Hispanic Ministry on a regular basis to ascertain what appropriate agenda items may need to be included.

5.6B The Executive Committee, or at least the Pastor, should share the council minutes with the Hispanic Ministry in a timely manner afterwards. It is recommended this be done prior to the Pastor accepting or vetoing any council recommendations that will affect the entire parish.

Article VI MEETINGS

6.1 Regular meetings will be held quarterly established by the Executive Board. Special meetings may be called by the Pastor. Notice of the Council regular meetings shall be given in the Parish Bulletin and on any other appropriate electronic media at least one week prior to the meeting.

6.2 Regular can be open to non-members at the discretion of the Pastor with approved minutes published electronically on the parish website. Special meetings will be open to non-members at the discretion of the Pastor.

6.3 A quorum necessary for the conduct of a meeting shall consist of a simple majority that is at least one-half (1/2) plus one (1) of the voting members.

6.4 The ordinary manner of decision-making shall be consensus rather than vote. This is not meant to preclude voting on agenda items as may be necessary.

6.5 The Executive Committee determines the rules of order for meetings.

ARTICLE VII: COMMISSIONS AND COMMITTEES

7.1 There shall be seven Commissions. Commissions are charged with the planning and coordinating of parish activities. All existing organizations, committees, apostolates, and ministries relate to the council through one of the appropriate commissions.

7.2 Diocesan Commission designations:

- A. Liturgy and Worship.
- B. Education and formation.
- C. Community ministries.
- D. Parish life.
- E. Evangelization/communication.
- F. Ecumenism.
- G. Building and facilities

7.3 The commissions are made up of people responsible for making the Parish Pastoral Plan a reality.

7.3A The work of a commission can be combined with another one due to the small size of the parish.

7.3B Each commission is responsible for establishing a working plan including a mission statement, goals and objectives, recommendations to the pastor of policies concerning matters pertaining to the commission, evaluating existing programs and policies, and approval of their budgets (if any).

7.4 There shall be a Stewardship Committee that is responsible to the Pastor and the council to promote stewardship as a way of life. This committee will have a coordinating role to help commissions, apostolates, organizations and ministries secure the necessary volunteer support to carry out the Parish Pastoral Plan.

ARTICLE VIII: AMENDMENTS

8.1 Any member of the Council may propose an amendment to this constitution.

8.2 All proposed amendments are to be presented in writing to the Executive Committee for addition to the agenda.

8.3 Amendments will be discussed at the meeting but not voted on until the next regular meeting.

8.4 A two-thirds (2/3) vote of Council members is needed to approve amendments. All amendments need the approval of the Pastor.