

ST. JAMES PARISH PASTORAL COUNCIL BYLAWS

ARTICLE I --- NAME

St. James Parish Pastoral Council
St. James Parish, Decatur, Illinois, Diocese of Springfield, Illinois

ARTICLE II --- PURPOSE

The St. James Parish Pastoral Council shall be a vehicle for fulfilling the mission of the Catholic Church in the community of Decatur by nourishing growth within our parish; by sharing our spiritual gifts and talents; and, by serving the needs of people in our parish and our community.

ARTICLE III --- SCOPE

By listening and responding to the needs of people within our parish, and the community of Decatur, we will encourage involvement and participation in new or existing committees in the area, groups, councils and other organizations that work to serve the spiritual or temporal needs of the community.

ARTICLE IV --- MEMBERSHIP

The Council shall be comprised of the following members:

STAFF MEMBERS

- Parish Life Coordinator
- Pastoral Associate
- Parish Nurse
- Stewardship Minister
- St. James School Principal
- Sacramental Minister/s are invited to attend the meetings.

One representative from each of the various parish ministry committees:

The parish ministry committees are:

Church Renovation	Social Concerns
Finance Committee	St. Elizabeth Society
Hospitality	St. James School Board
Liturgy Board	St. Joseph the Worker
Parish School of Religion	Temple Tenders
Pastoral Care	Youth Ministry
R.C.I.A.	

Four at-large members -

The immediate past President shall serve as an **ex officio member**.

Parish Trustees

ARTICLE V --- SELECTION OF MEMBERS

Section I Publicity through the church bulletin will be relied upon as needed. Parishioners may volunteer or be recommended to serve on the council.

Section II Each ministry committee whose representative's term of office is expiring will select a representative drawn from the names of all committee members who have volunteered to serve on the council.

Section III The new at-large members will be drawn from the process outlined in Article V, Section I.

ARTICLE VI --- TERM OF OFFICE

Section I The term of office for the representatives of the committees will be determined by each committee. Committees are encouraged to review council representation periodically. Terms of office for at-large members will be three years.

Section II Vacancies on the council shall be filled by the council.

ARTICLES VII --- LEADERS

Section I The leadership team will consist of a President, Vice President and Secretary. Leaders shall be selected by the council members at the September meeting each year.

Section II The President will prepare an agenda for the business portion of the meeting and will also conduct the meeting. In the absence of the President, the Vice President will conduct the meeting. The Secretary will record and distribute the minutes of each meeting.

Section III Terms of office shall be two years with no more than two consecutive terms.

ARTICLE VIII --- MEETINGS

Section I The Pastoral Council year will be September 1 through August 31. The council shall meet as needed on the first Tuesday of September through May at St. James Parish House.

Section II Each regular meeting shall include a time for prayer and faith sharing, a business meeting, an exchange of the 3 C's (Concerns, Complaints, and Compliments) and a social period.

Section III Any member of St. James Parish may attend a Parish Pastoral Council meeting as an observer. Participation in the meeting will be at the discretion of the President.

Section IV Special meetings of the council must be called by the President. Notice of Special Meetings shall be sent to each member and published in the bulletin, if possible. The notice will state the date, time, place and purpose of the meeting. No business other than the stated purpose shall be conducted at the Special Meetings.

ARTICLE IX --- OPERATING METHOD

All meetings shall be conducted with open discussion leading to a general consensus on all issues requiring a decision.

ARTICLE X --- AMENDMENTS

These bylaws may be amended by a majority of the council.