

# **THE COVENANT OF ST. GEORGE PASTORAL COUNCIL**

Approved September 2022

## **MISSION STATEMENT**

St. George Catholic Church is a community called to proclaim, to reflect on, and to live the Gospel. Drawing from the strength and tradition of those who have gone before us, the wisdom of our senior members and the energy of our younger members. We desire to follow Jesus to continue the rich tradition of our faith by supporting education for children and adults, celebrating the liturgical life of the community, and serving those in need within our Parish and beyond. We value the diversity of gifts in all people, and all are welcome.

## **VISION**

The Vision of the Pastoral Council shall be:

- To share responsibility with the Pastor and Pastoral Staff for the life and mission of the Church in this Parish.
- To provide a forum for discussing parish needs, plans, and a sense of parish community through the Council.
- To encourage and foster continuing education, formation, and enrichment in faith for all the community.
- To welcome, include, and incorporate the diversity of its members into a community that is authentically Catholic following the guidelines of Vatican II.
- To initiate, support and coordinate parish organizations, programs, and activities essential to the spiritual, social, and material well-being of the parish community.
- To cooperate with other diocesan-vicariate and parochial structures in the total life and mission of the Church within the diocese and to be a visible witness to the message and example of our Lord Jesus Christ.

## **ARTICLES OF AGREEMENT**

### **ARTICLE 1: PURPOSE**

We, the people of St. George Catholic Church in the Diocese of Joliet, gather as a Eucharistic Community to accept and share God's love. As living members of the Body of Christ we are encouraged and challenged to become witnesses of our faith and sharers in hope. We come together as a family of believers, renewed, unified, and nourished by the Body and Blood of Christ. Guided by the Holy Spirit, we foster ministry by reaching out to our neighbors, aspiring in word and deed to be faithful witnesses of Jesus.

In making this declaration, we submit to the authority directing our Church, the Pope, our Bishop, our Pastor, and the delegated Pastoral Staff under the existing laws set forth to govern our parish community.

### **ARTICLE 2: MEMBERSHIP**

The Council shall be composed of one ex-officio member, five members by right of office, and four members of the parish by the following guidelines:

- A. The pastor is an ex-officio (non-voting) member of the Council. He shall become a member of the Council at the first Council meeting following his appointment by the Bishop and shall be a member of the Council as long as he retains the office.
- B. The six chairpersons of the five commissions (2 chairpersons for Christian Service Commission) will be voting members of the Council by right of office.
- C. The four remaining voting members of the Council will be elected by the Pastoral Council from and presented by the nominating committee for a four-year term.
- D. Each year elected members whose terms are expiring will be replaced on the Council.
- E. If a Council member is unable to complete their term of office, the Council shall appoint a replacement who will serve the remaining duration of said term.
- F. The Pastor may appoint from-time-to-time non-voting Council Members.

Qualification for Members:

- Members must be registered members of the parish for at least two years.
- The parishioner must be at least 21 years of age and willing to commit themselves to active involvement and support of the parish.
- Exceptions may be made as deemed necessary by consent of the Council.

### **ARTICLE 3: SELECTION OF MEMBERS**

The members of the Council shall be selected as follows:

- A. At the January meeting the Council president will select a three-person nominating committee.
- B. At the January meeting the council will suggest names of possible candidates for selection to the council. The council members will call parishioners in an order 1-5 as selected by entire Parish Council. The council members will wait for response from parishioner and will give the names of members who have accepted the responsibility of being a member of the Council to the Parish Council at the April meeting.
- C. At the June meeting the incoming members and the outgoing members will both be in attendance. There will be a short agenda followed by a welcoming and thank you party for the incoming and the outgoing members of the Council. New members will not be a part of the voting body until June.
- D. June is the first regular meeting of the new Pastoral Council.

### **ARTICLE 4: OFFICERS**

The officers of the Council shall be specified as follows:

- A. The officers of the Council will be a President, Vice-President, and Secretary.
- B. The officers will be selected at the June meeting and will assume office in July.
- C. The officers will serve for two years; up to a maximum of two consecutive terms.
- D. The president will be the chief executive officer of the Council, will conduct the Council meetings, will coordinate the activities of the Council, and will see to it that the decisions of the Council are implemented.
- E. The vice-president will take over the duties of the president if the president is unable to perform them.
- F. The secretary will take the minutes of the Council meetings and will complete all Council correspondence. The minutes of the Council meetings will be posted on the Parish website within one week of approval at the following meeting and e-mail to each Parish Council member prior to the next Parish Council meeting.
- G. The executive committee will be composed of the president, vice-president, secretary, and the pastor

## **ARTICLE 5: COMMISSIONS**

The commissions are the major working bodies of the Council. These commissions are as follows:

- A. The chairperson of each commission will be reviewed by the pastor annually.
- B. The basic functions of the commissions are the following:
  - i. To investigate the needs of their own areas of concern in parish life and to make recommendations to the Council on meeting these needs.
  - ii. To ascertain and implement goals and policies of the diocese.
  - iii. To implement through every organization and ministry the common vision and objectives established by the Pastoral Council for the fulfillment of the parish's mission and its pastoral planning.
  - iv. To keep the Parish Council up to date on key decisions and major activities of the commission.
- C. THE **ADMINISTRATION** COMMISSION will include representatives from the finance committee, building and maintenance committee.
- D. THE **CHRISTIAN WORSHIP** COMMISSION will include representatives from the music, altar servers, ushers, lectors, Eucharistic ministers, and chairman of the liturgy committee.
- E. THE **CEMETERY** COMMISSION will include a representative as a voting body on the council.
- F. THE **CHRISTIAN EDUCATION** COMMISSION will include representatives from the Religious Education, Youth Ministry, and RCIA programs.
- G. THE **CHRISTIAN SERVICE** COMMISSION will include representatives from the Holy Name Society, Family Ministry and Peace and Justice Committee. There will be 2 chairpersons for this commission.

## **ARTICLE 6: MEETINGS**

The meetings of the Council shall follow these guidelines:

- A. The regular Council meetings will take place on the first Tuesday during the months of January, March, June, September, & November. A meeting will be held on the First Tuesday of May for both incoming and outgoing council members. The sitting council can adjust scheduled date as needed. If a meeting is deemed not necessary, the executive committee will inform council members.
- B. The president, after consulting with the pastor, may call a special meeting of the Council.
- C. All council meetings are open to parishioners. In order to be placed on the agenda, issues for discussion must be submitted to the president at least two weeks prior to the monthly meeting.
- D. As much as is possible, decisions will be made by consensus. If a decision cannot be reached by consensus, the president may call for a vote on the issue. The Pastor will not attend every meeting. If a voting concern arises and cannot be resolved the executive committee will present issue to Pastor for resolution.
- E. If a vote is necessary, a majority vote is needed to pass a motion. Six of the voting members of the Council shall constitute a quorum. In case of a tie, the pastor will cast the deciding vote

## **ARTICLE 7: AMENDING THE COVENANT**

The articles of the covenant may be amended in the following ways:

- A. The proposed amendment must be presented to the Council at least one month prior to deliberation.
- B. In order to pass, an amendment must receive two-thirds majority of all voting members of the Council.

## **APPROVAL PROCEDURE**

The Covenant will be effective only after

- A. Approval by a two-thirds majority of the voting members of the Council.
- B. Approval by a new pastor upon assuming office.

### **\*\*ADDENDUM**

When questions arise as to the meaning of the articles in the covenant, the Council is the official interpreter.

**APPROVED BY PASTOR, Rev Daniel R. Belanger csv 2022**

**APPROVED BY ST. GEORGE PARISH COUNCIL 2022**

## **CURRENT PARISH FINANCIAL POLICY**

It is understood that all funds collected or raised by the Parish, or organizations of the Parish, belong, by civil law, to the Roman Catholic Bishop of the Diocese of Joliet in Illinois, and by Church law, to the Parish of St. George; and is administered by the Pastor, appointed by the Bishop, in cooperation with the Finance Committee of the Administration Commission of the Parish Pastoral Council of St. George Parish.

- A. Organizations authorized by the Parish Pastoral Council and/or the Diocese shall:
  1. Maintain a checking account for the purpose of meeting normal operating expenses. This account shall be in the organization name, St. George Church, at the church address. Upon receipt of the statements, the Parish Secretary/bookkeeper will retain a copy and send the original statement-and the cleared checks to the organization treasurer for verification. Checks on this account should require two signatures.
  2. These checking accounts are not to exceed the following sums:
    - i. Holy Name Society \$5000.00
    - ii. Family Ministry \$5000.00
  3. Funds in excess of the above stated amounts are to be turned in to the bookkeeper for deposit into the Parish Account.
  4. After verifying the statement, the organization treasurer will submit a check to the Parish for any funds in excess of the amounts shown in Article "b" above. This should be done within 45 days after the statement date. All transactions, such as contributions for Masses and payments for Masses offered, will be handled by the Parish secretary/bookkeeper under the direction of the Pastor.
  5. Procedure for payment of Parish obligations:
- B. All Parish income and payments will be reviewed quarterly by the Finance committee. Semi-annual reports, comparing actual income and expense to budgeted amounts, will be distributed to the Parish Council.
- C. All parish checks will require one signature that of the Pastor, however, one of two authorized members of the Finance Committee will be alternate signers only in case of emergency.
- D. On a monthly basis, the Finance Committee Chairperson will review the Parish checkbook with the Parish Bookkeeper.