

**CONSTITUTION
OF THE
PASTORAL COUNCIL
OF
OUR LADY OF THE ROSARY PARISH
1500 E WRIGHT ST
BOISE, IDAHO**

**approved and accepted
September 16, 1992**

**revised & accepted
October 19, 1998**

**Revised and accepted
September 17, 2012**

**Revised and accepted
September 17, 2018**

**Revised and accepted
September 16, 2019**

PREAMBLE

As living members of the Body of Christ, we are empowered by the Father, Son and Holy Spirit and the intercession of our Blessed Mother Mary to be sons and daughters of God, a people uniquely God's own, called into community, governed by God's love and sent to serve.

In making this declaration, we unite ourselves to the greater community of believers to which we belong. We profess our union with the Roman Catholic Bishop of Boise, Idaho and through him our union with Our Holy Father, the Bishop of Rome. Thus, united with the one, holy, catholic and apostolic church, we submit ourselves to the authority of our Bishop and to his representative in our parish, our pastor. We further declare our willingness and obedience to the existing laws of the Roman Catholic Church set forth in the Church's Code of Canon Law to govern Pastoral Councils and will act in accordance with future legislation by the Church.

We further declare to commit ourselves to further the mission of Christ among us in a coordinated and unified manner.

MISSION STATEMENT

Vision: Our Lady of the Rosary is a Catholic community serving individuals and families in Southeast Boise with their spiritual and temporal needs through the example of Jesus under the guidance of the Holy Spirit to further the Kingdom of God.

The Mission of Our Lady of the Rosary Parish is to:

- * affirm our love and fidelity to God in our liturgies and the way we conduct our lives.*
- * bear witness to Jesus Christ through our words and our actions.*

- * educate our community about the teachings of Christ.
- * love and serve our neighbors near and far.
- * welcome all people to this Catholic Christian community.
- * foster the development of Small Church Communities with the larger Parish.
- * renew and send forth.
- * promote lay leadership through helping individuals recognize and develop their gifts.

ARTICLE I

NAME AND OBJECTIVES

- Section 1 The name of this organization shall be: The Pastoral Council of Our Lady of the Rosary Parish, hereafter referred to as "Council."
- Section 2 The purpose and objectives of the Council shall be to act and serve in an advisory capacity to and with the pastor in all matters pertaining to the spiritual, financial, educational and physical affairs of the parish and to advise and assist in the operation and management thereof.

ARTICLE II

MEMBERSHIP OF THE PASTORAL COUNCIL

- Section 1 Membership of the Council shall consist of the following
- a. Nine (9) members elected from the parish at large
 - b. Three (3) members appointed by the pastor, one per year
 - c. One (1) young adult member appointed by the pastor
- Section 2 "Ex Officio" membership of the Council shall consist of the following:
- a. The pastor or administrator
 - b. Parochial Vicars or Pastoral Associates serving the parish
 - c. Deacons serving in the parish

ARTICLE III

NOMINATIONS, ELECTIONS AND FILLING OF VACANCIES

- Section 1 All members of Our Lady of the Rosary Parish, who are registered as members of the parish and are in good standing with the Roman Catholic Church and have attained their junior year in high school are eligible for nomination and election to the Council.
- Section 2 All members of Our Lady of the Rosary Parish, who are registered as members of the parish and are in good standing with the Roman Catholic Church are eligible for appointment to the Council by the pastor.
- Section 3 The election process for membership on the Council shall begin in March of each year and be concluded in time for those elected to take their seats at the May meeting of the Council.
- a. Three (3) members shall be elected each year.
 - b. The election process shall be conducted by an ad hoc committee of three called, formed and empowered by the Council.
- Section 4 Term of office for elected members shall be for three (3) years.
- b. An elected member can succeed him/herself in office once.

- Section 5 Term of office for appointed members shall be for three (3) years.
a. An appointed member can succeed him/herself at the discretion and decision of the pastor.
- Section 6 The election process shall consist of the following:
a. Nominations submitted at the weekend Masses of a given weekend.
b. Sufficient nominated persons shall be contacted to ascertain their acceptance of the nomination such that a minimum of two (2) choices per vacancy on Council will be available on ballot.
c. Those accepting nomination shall provide a brief written statement of their reasons for seeking election.
d. Those accepting nomination shall have a recent photograph made available for the information of the parishioners voting.
e. The names of those standing for election, their statement and telephone numbers shall be made available to the parish two (2) weeks before the election.
f. The election shall take place at the Masses on any given weekend.
- Section 7 Those who are registered members of the parish and members in good standing of the Roman Catholic Church and have attained their junior year in high school are eligible to vote.
- Section 8 Appointed members of the Council shall be appointed after the election and before the May meeting of the Council.
- Section 9 All members of the Council are voting members except those who are "Ex Officio."
- Section 10 Should a vacancy of a voting member on the Council occur between elections, it shall be filled by a vote of the Council members.
a. Those eligible to fill a vacancy shall be the three non-elected candidates in the previous election having received most votes.
b. Those filling a vacancy shall serve the unexpired term.
- Section 11 "Ex Officio" members remain members of the Council as long as they continue in their position in the parish.
- Section 12 One young adult member, defined as a student in his/her junior or senior year of high school or attending college, will be appointed by the pastor for a one-year term that is in effect September through August. Appointment shall take place prior to the September meeting. All young adults, who are registered members of the parish and are in good standing with the Roman Catholic Church are eligible for appointment to the Council by the pastor. An appointed young adult member can succeed him/herself one time and at the discretion and decision of the pastor.

ARTICLE IV

OFFICERS OF THE PASTORAL COUNCIL

- Section 1 The officers of the Council shall be the President, President Elect, and the Recording Secretary.
- Section 2 Officers shall be elected by the members of the Council at the May meeting.
- Section 3 All members of the Council, except "Ex Officio" members, are eligible for office.

ARTICLE V

DUTIES OF THE OFFICERS

- Section 1 Duties of the President are as follows:
- a. Preside at all regular and special meetings.
 - b. Call special meetings.
 - c. Designate necessary committees and appoint members thereto as directed by the Council.
 - d. Provide members with a copy of the agenda for the next meeting
- Section 2 Duties of the President Elect are as follows:
- a. Assist the President in carrying out the duties of that office.
 - b. Assume the duties of the President if so requested by the President, or in the absence of the President, or in the resignation of the President.
- Section 3 Duties of the Recording Secretary are as follows:
- a. Record minutes of each meeting.
 - b. Handle all correspondence.
 - c. Provide members with a copy of the minutes of the previous meeting.
 - d. Ensure that a copy of the Parish Council meeting agenda is available on the Parish bulletin board and/or Parish web site at least one week prior to the meeting.
 - e. Ensure that a copy of the minutes is filed on record in the parish office.

ARTICLE VI

MEETINGS

- Section 1 The Council shall meet monthly except for the month of July.
- a. Notice of regularly scheduled meetings shall be given at least one week in advance.
- Section 2 Special meetings may be called at the request of the Council President, the Pastor, or a majority of the Council membership.
- a. Notice of special meetings shall be given with reasonable time in advance.
- Section 3 A quorum shall consist of not less than a majority of voting members of the Council.
- Section 4 All members of the Council, except "Ex Officio" members, are voting.
- Section 5 All meetings of the Council are open to attendance by anyone. Participation in discussion or presentation is at discretion of presiding officer.
- Section 6 The Council retains the right to meet in executive session.

ARTICLE VII

COMMITTEES

- Section 1 Committees shall be established to meet the needs and efficiently do the work of the Council.
- Section 2 Committees shall serve at the discretion of the Council.

AARTICLE VIII

AMENDMENTS

- Section 1 This Constitution may be amended at any regular meeting of the Council by a vote of 2/3 of the total voting membership present, provided that the proposed amendments shall have been submitted at least at one previous regularly scheduled meeting of the Council.
- Section 2 Without prior notice, this Constitution may be amended with a unanimous vote at any regularly scheduled meeting where all voting members of the Council are present.

**STANDING RULES
OF THE
PASTORAL COUNCIL
OF
OUR LADY OF THE ROSARY PARISH
1500 E WRIGHT ST
BOISE, IDAHO**

1. Meetings of the Council shall be held on the third (3rd) Monday of the month at 7:00 pm.
2. Meetings shall normally be no longer than ninety (90) minutes.
3. Amendments or changes may be made to these Standing Rules at any regular meeting of the Council by a majority vote of those present.
 - a. Before amending or changing these Standing Rules, the pastor shall be consulted.
4. Only members of the Council and invited guests may sit at the meeting table.
5. In October of each year the Council shall have an extended meeting for long term planning and goal setting for the parish.
6. All members of the Council, except "Ex Officio" members, are voting.
7. All meetings of the Council are open to attendance by anyone. Participation in discussion or presentation is at discretion of the chair.