

Adopted May 3, 2011

St. Luke the Evangelist Catholic Church

Pastoral Council Constitution

Preamble

The St. Luke the Evangelist Catholic Church, Raleigh, North Carolina (hereinafter referred to as the "parish") is a community of the people of God, entrusted to an ordained priest or Pastoral administrator for pastoral care under the authority of the Bishop of the Diocese of Raleigh. The ministry of the Pastor is to gather people in the Spirit, the Gospel and the Eucharist for the sake of the Kingdom. The Pastoral Council is a consultative planning group, planning the mission of the parish with the Pastor.

Article I – Name

The name of the organization is the "Pastoral Council of St. Luke the Evangelist Catholic Church"; hereinafter referred to as the "Council".

Article II – Purpose

The Council is a leadership group chosen from the parish to assist and advise the Pastor in guiding the parish to achieve its mission. Members of the Council are chosen from the entire parish community to develop and sustain the various ministries that are required to bring the Lord's work to fruition in the parish. The Council shares with the Pastor the responsibility for the good of the parish and all its work. The Council is a body for consultation and consensus. It is where cooperative planning with the Pastor occurs. While the consultation of the Council is essential in the decision making process for the parish, the Pastor always remains the parish decision maker.

Article III - Membership

Section 1- Eligibility

Any registered parishioner, who is in full communion with the Catholic Church, has received the sacrament of Confirmation, has reached sixteen (16) years of age, and has been a registered parishioner for at least one year at the time of election shall be eligible to serve on the Council. Council membership is limited to no more than one spouse or child from the same family unit serving at the same time. Staff members are not eligible to serve on the Council.

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Section 2: Representation

(a) The Council shall consist of a total of thirteen (13) members. Twelve (12) members shall be elected or appointed by the Pastor as described below. By diocesan regulation the chairperson of the finance council is the thirteenth and automatic member of the Pastoral council. Each elected or appointed member shall serve a three (3) year term commencing on January 1 following their initial election or appointment. A member shall serve no more that two (2) consecutive terms. If a member of the Council is unable to continue to serve on the Council, the Pastor after consultation with the Council may appoint a replacement to serve the remainder of the term until the next regularly scheduled election.

(b) Nine (9) Council members shall be elected from the parish at-large, with elections being staggered so that three (3) members are elected at-large annually.

(c) The Pastor shall appoint three (3) members to insure balance on the Council and to see that all segments of the parish are represented. The Pastor's appointments shall be staggered so that one (1) member is appointed annually.

(d) All members of the council whether elected or appointed shall be considered full voting members.

(e) Others, who share in the pastoral care of the parish, by virtue of the position they hold, may be part of the council, at the discretion of the Pastor. These persons may participate in council deliberations but are not voting members.

(f) For the sole purpose of transitioning to the system described in paragraphs (a)-(e) above, the members of the current 2011 Council will continue to serve in the following manner: four (4) members will serve one (1) year terms ending on Dec. 31, 2011, four (4) members will serve two (2) terms ending on Dec. 31, 2012, and four (4) members will serve three (3) year terms ending on Dec. 31, 2013. The prohibition on members of the same family unit serving concurrently shall not apply.

Section 3 – Election of At-Large Members

(a) An annual election to fill vacancies on the Council shall be held during all liturgies for the third Sunday of Advent.

(b) The Council Chairperson shall appoint a Nominations and Election Committee of at least three members. It shall be the duty of this committee to solicit eligible candidates for Council election via announcements at Masses, publication in the parish bulletin, personal invitation and such other means as appropriate during the month of November each year.

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(c) All candidates shall complete a Council-approved form identifying and explaining their qualifications to assume the responsibility of Parish leadership on the Council. The Nomination and Election Committee in consultation with the Pastor may reject the nomination of any candidate who, in their judgment, is not eligible or qualified to serve on the Council. To the extent possible, the final number of candidates for election should be at least equal to twice the number of vacancies to be filled.

(d) The Nomination and Election Committee shall prepare and publish in the parish bulletin for the first and second Sunday of Advent a sample ballot containing the names, photographs, and a short statement of interest and qualification provided for each candidate. An announcement will be made at all Masses during those weekends that the annual election for Council membership will be held during all liturgies for the third Sunday of Advent and that absentee ballots are available.

(e) At all Masses for the third Sunday of Advent, the Council elections shall be held using ballots distributed and collected by the Ministers of Hospitality and then given to a member of the Nomination and Election Committee to be counted. Any registered parishioner, who is in full communion with the Catholic Church, has received the sacrament of Confirmation and has reached sixteen (16) years of age may vote and may cast a single ballot voting for up to the number of vacancies to be filled. The candidates receiving the highest number of votes shall be declared elected.

(f) For those parishioners who are homebound or who are unable to attend Mass during the third Sunday of Advent, ballots may be obtained from the Parish Office and are to be returned to the Parish Office by the close of business on the Monday following the election.

Article IV – Organization

Section 1: Officers

Officers of the council shall consist of a Chairperson, Vice-Chair and Secretary and shall conduct business according to established procedures. These officers will be elected from within the total Council membership. Pastoral appointees may not be excluded from holding office. The Finance Council Chairperson may not hold the office of Chairperson.

Section 2: Meetings

The council shall meet on a regular basis, preferably once a month but no less than every other month. It shall be left to the discretion of the Council and the Pastor as to whether parishioners, staff members, or other individuals not

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members of the Council be allowed to attend or address the Council during its meetings.

Section 3: Actions by the Council

The usual method of reaching decisions by the Council shall be through consensus. Proposals by the Council must be ratified by the Pastor. If it is the Pastor's considered decision that a proposal should be refused, he may do so. By a two-thirds vote, the Council may appeal the rejection to the Dean. If the Dean's decision is not satisfactory to the Pastor or to the Council, it may be appealed to the Bishop, whose decision is final.

Section 4: Committees

The Council may, but is not required to form one or more committees.

Article V: By-Law and Amendments

Provided that they do not contravene any of the provisions of these articles, By-Laws may be established by the Pastoral council with the approval of the Pastor. By-Laws may be amended or repealed in the same manner. Copies of By-laws must be sent to the Bishop's office for the parish file. Amendments to this constitution must be approved by the Council and the Pastor. Constitutional amendments must be approved by the Bishop before they take effect.

Adopted this 3rd day of May, 2011

Msgr. Tim O'Connor, Pastor

Jack Werder, Chair of Pastoral Council