

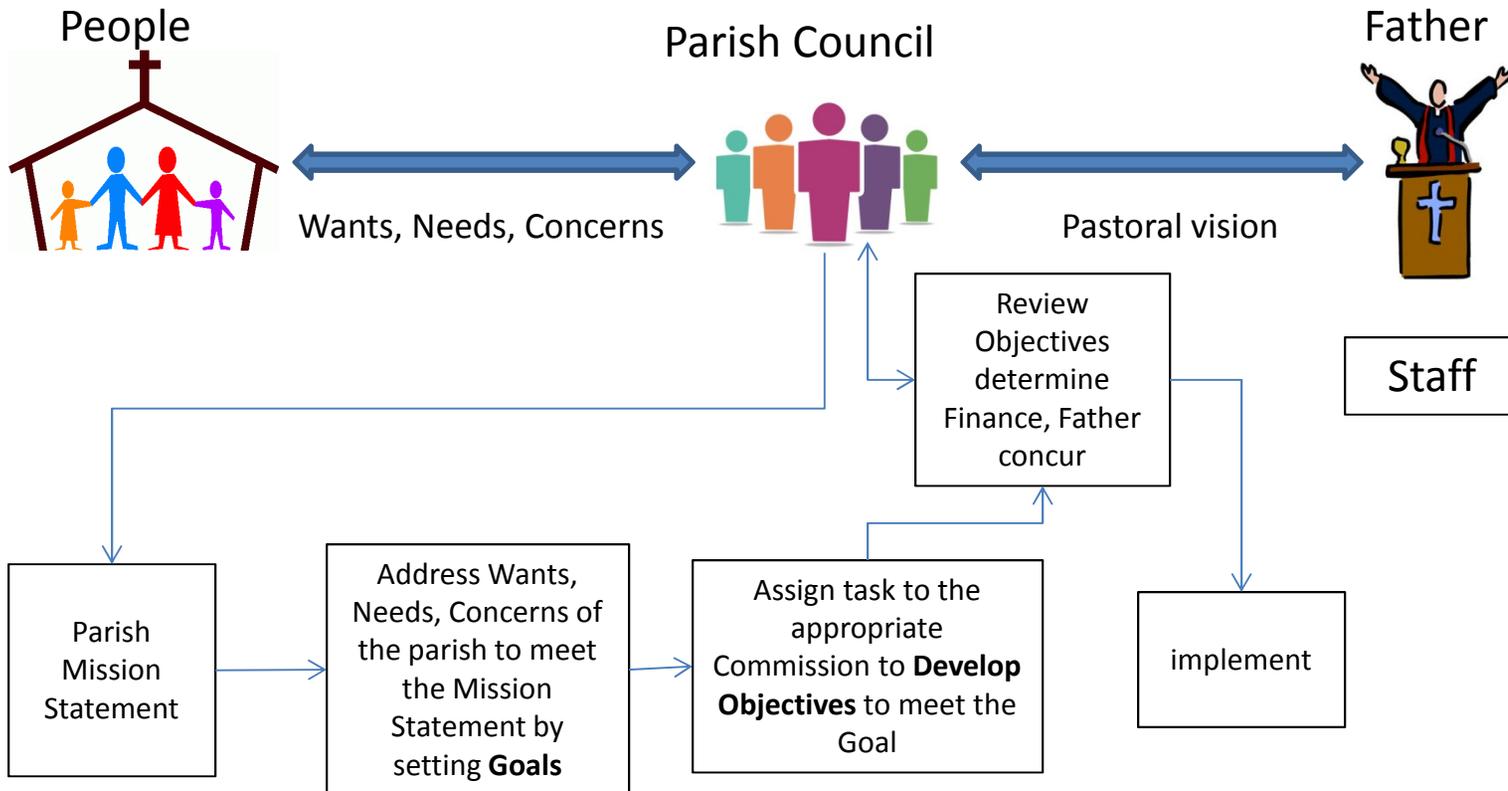
# Parish Council Overview

## Chapter 1 & 4 Overview

This is a summary of the Archdeacon’s four chapters outlining Parish Council.

“Pastoral Council is the primary visioning body of the parish, assisting the pastor in determining the overall mission of the parish.”

- Solicit the wisdom of the parish
- Planning to address parish needs
- Communicating pastoral vision to the parish
- Involving the parish commissions to implement



## Chapter 2 Establishing

- Our process is volunteer election
- Pastoral Staff are resources and cannot be a chairperson
- Ideal the Commission PC representative is not the chairperson
- Service is for three years, Youth one year –
- Can serve no more than two consecutive terms
- Cannot miss more than three meetings.

### **Chairperson Responsibilities**

- Facilitates the meeting
- Insure Prayer time
- Oversee Agenda setting Committee
- Encourage participation
- Summarize Discussion
- Parish Surveys (every five to six years)
- Evaluate meeting Goals / Objectives
- Support communication between Council and parish

### **Vice Chair**

- Serves as Chair if the chairperson is absent
- Aids the chairperson in conduction meeting
- Serves on subcommittee to set the agenda

### **Secretary**

- Records minutes
- Maintains Attendance
- Reports chronic absenteeism

Meetings are the forth Monday of the month. AOD recommends a minimum of eight meetings per year.

### **Sample Format**

1. Opening Prayer
2. Attendance  
(Introductions)
3. Formation (?)
4. Vicariate report
5. Commission report
6. Old Business
7. New Business
8. Event Promotion
9. Assessment
10. Closing Prayer

Chapter 3 there is nothing to summarize. I believe everyone needs to read this chapter and review the questions of Discernment.

This is an outline for initial development. It is worth review for open discussion.

Chapters 4

I believe I covered this with the graphic flow chart on page one.

Please review our Mission Statement, on the first page of the Bulletin.