

## 2017 Pastoral Council Members:

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### St. Michael Parish and School. Snohomish, WA. Pastoral Council. Team Charter.

- I. **Team Vision:** The pastoral council is a consultative body to the pastor.
  - **Purpose Statement:** The purpose of the pastoral council is to examine, consider and draw conclusions concerning matters under discussion in order to recommend a course of action to the pastor for the common good of all in the parish.
  - Values:** - *Truth:* Pastoral council should be a true reflexion of the parish community.
  - *Inclusiveness:* Pastoral council should be inclusive of the demographic and ethnic realities of the parish.
  - *Diversity:* Pastoral council should be open to de diversity of the parish in terms such as age and length of membership in the parish.
  - *Joy:* Pastoral council should be a happy and optimistic team in the parish.
  
- II. **Team Outcomes:** - Reviewing the goals of the last assessment of the previous leadership.
  - Create a welcoming space and environment areas in the parish.
  - Planning the future activities.
  - Providing recommendations for parish priorities, directions, and policies for the parish.
  - These outcomes are to envision the activities for the next five years (2015-2020)**Timing:** Current pastoral council from now on by May 29<sup>th</sup>, 2016. Solemnity of Corpus Christi
- Resources and Budget:** - Pastoral council members are challenged to undertake ongoing renewal through prayer, study, listening and dialogue by additional training and resources provided by the parish.
  - Pastoral council should establish one or two occasion each year for non-business events such as retreats and social gatherings.
  - Pastoral council will have a budget of \$ 2,000 for formation, retreats and practices.

- III. **Team Operation Guidelines:** - The Pastoral council should determine its annual meeting calendar prior to the fall of each year.
- Pastoral council should schedule enough meetings throughout the year at least once a month to achieve the purpose of adequate consultation.
  - For the pastoral council operation to be effective and satisfying, it is important to know the components of a successful meeting: Prayer, listening, clear meeting objectives, realistic agenda, timeframe, majority vote, equal voice to all, and time.
  - Pastoral council meeting is schedule the fourth Tuesday of the month from 7-9 pm.

- IV. **Team norms and Ground Rules:** Members of the pastoral council must be:
- Baptize and confirm Roman Catholics in good standing with the church.
  - Registered and supporting members of the parish.
  - Committed to prayer, study, listening, and dialogue.
  - Respect and openness to every member of the pastoral council.
  - Take seriously the task given.
  - Each team members are all in, focusing on the agenda.

- V. **Team Roles and Responsibilities:** The Pastor presides at (but does not usually chair) all pastoral council meetings and actively listen to the council's deliberations.

**Chairperson:** Selected by the council membership or by the pastor for three years. The chairperson is responsible for:

- Organizing and coordinating the agenda and process in the council.
- Chairing and facilitating the meeting of the council.
- Encouraging members of the council to fulfill their responsibilities.
- Establishing an ongoing process of evaluation of the council's effectiveness encouraging inclusion and participation, keeping the meeting on track, and help resolve conflicts positively.

**Vice-chairperson:** Serves on the executive committee, assisting the chairperson and assuming the duties of the chairperson in his/her absence.

**Secretary:** Take notes and prepare the minutes of the meetings of the council, and maintains the membership roster, assuring the preparation and dissemination of correspondence.

**Observers:** All the rest of pastoral council members.

**Assign the specific roles:**

- Team leader: the Pastor.
- Chairperson and facilitator: Christina Dyer
- Vice-chairperson:
- Secretary or Scribe: Jane Warner.
- Time keeper:

- Observer: Nick Sander. Bill Jack. Jack Stiegler. Teresa Kuntz. Cristina Dyer

VI. **Charter Endorsement**: Sponsor's signature: **Fr. Milhton Scarpetta**.

**Note:** The Pastoral Council Meetings are open to anyone who would like to attend. If someone would like to present outside of the scheduled agenda, we ask that you contact the pastor in writing at least 7 days before the scheduled meeting and receive permission include additional items on the agenda.