

Sacred Heart Parish  
Warrensburg, Missouri

Pastoral Council By-Laws

**Vision & Mission Statement:**

Vision: Sacred Heart Catholic Parish will be a welcoming community in which members live their faith enlightened by the Holy Spirit.

Mission: We the people of Sacred Heart Catholic Parish are united in our belief that God calls us to be disciples of Jesus Christ. The Holy Spirit invites us to grow together- in our diversity through celebrating the Eucharist, Scripture, sacraments, and prayer. These instill in us the responsibility to use our unique gifts to promote the mission of Christ with joy, hope, and love.

**Article I: Name**

The name of this organization is Sacred Heart Pastoral Council.

**Article II: Purpose**

The Sacred Heart Pastoral Council (SHPC) exists to provide advice and guidance to the Pastor and Sacred Heart Catholic Parish. SHPC provides the resources to enable parishioners to express their unique gifts of the Holy Spirit, granted through baptism, in service to the mission of the church. The SHPC will advise the Pastor on matters relating to parish policy making and planning. SHPC decisions are to be implemented in harmony with the faith, morals, civic and church law, and diocesan policies.

**Article III: Membership**

**A.** The Pastoral Council shall consist of:

1. The Pastor (ex-officio, non-voting)
2. Six Elected Members
3. Additional Members (May be added if needed for a special time or reason)

**B.** Election & Selection of Members

1. Two members of the council will be elected by the parish annually.
2. The President and Pastor, with SHPC approval, shall appoint an active member of Sacred Heart Parish to fill a vacancy in the council positions until the next election.

**C.** Term of Member Service

Updated 9/12/2019

1. Elected members will serve a term of three years.
2. Elected members may serve no more than three consecutive terms.
3. Members of the council will be required to meet in the gathering space after masses to listen to parish comments

**D. Eligibility of Elected Members and Commission Chair:**

1. All elected and commission chair members must be at least eighteen years of age.
2. All elected and commission chair members must be registered parishioners of Sacred Heart Catholic Church of Warrensburg.

**E. Duties And Responsibilities of Members**

1. Members must attend a minimum of nine regularly scheduled meetings
  - a. Failure to meet this requirement may result in a request for member to resign.

**Article IV: Officers**

The officers of the SHPC will be President, Vice President/President Elect, and Secretary

**A. Election of Officers**

1. The offices of President, Vice President and Secretary will be elected annually from the elected members of the SHPC.

**B. Duties**

1. The President schedules and presides over all meetings of the SHPC and prepares the agenda and information to conduct the meetings of SHPC. The President will serve as liaison to the Pastor and parish staff.
2. The Vice President/President Elect serves in the absence of the President.
3. The Secretary takes minutes of all SHPC meetings and distributes copies to council members and to the office manager for the archives.

**C. Term of Office**

1. The President, Vice President, and Secretary will serve one year terms but may be re-elected by the members of the Pastoral Council to serve two additional terms.

**Article V: Decisions**

Four Pastoral Council members present and current pastor will constitute a quorum. Decisions will be made by consensus and serve as advice and guidance to the Pastor.

**Article VI: Fiscal Year**

Updated 9/12/2019

The fiscal year of Sacred Heart Catholic Parish will coincide with that of the Diocese. (July 1-June 30)

**Article VII: Amendments and By-Laws**

Amendments and changes to the by-laws of SHPC must be presented to the parish for feedback at least thirty days in advance of a vote by the Parish Council members. A majority vote of the SHPC will be required for approval. Approved amendments and changes will take effect immediately upon approval by the Pastor.

Updated on Oct. 14, 2019