

# STATUTES OF THE PARISH FINANCE COUNCIL FOR SAINT JOSEPH PARISH OF MONO COUNTY

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## Article I

### Title

The title of the parish is Saint Joseph Parish of Mono County, hereafter called “the Parish.”  
The title of this parish consultative body is the Parish Finance Council, hereafter called “the Finance Council.”

## Article II

### Purpose

As provided for in canon 537 of the Code of Canon Law and the parish Statutes (Part III, Title 2, Article 2, Section 1):

The Finance Council is a group under the authority of the Pastor that “assists the pastor in the administration of the goods” of the Parish (Canon 537). Unless otherwise specified, the Finance Council functions in a consultative manner. In those cases expressly set forth later in these Statutes, the consultation or consent of the Finance Council must be sought and received by the Pastor before he can act validly.

## Article III

### Membership

Section 1. The Finance Council shall be comprised of between 5 and 10 members of the Parish (as determined in the parish Statutes, Part II, Articles 2 and 3) who are either appointed by the Pastor or serve *ex officio*.

Section 2. If the parish is served by one or more Parochial Vicars, they serve as members *ex officio* of the Finance Council.

Section 3. Because the Finance Council requires persons who are skilled in financial affairs and civil law, the Pastor will appoint as members persons who possess competency in the following areas: civil law, accounting, property management, budgeting, and/or personnel management.

Section 4. Members of the Finance Council should be outstanding members of the parish community who meet the following qualifications:

Required qualifications:

- Be a member of the parish, i.e., enjoy a domicile or quasi-domicile within the territorial boundaries of the parish or registered with the parish.
- Not be related to the Pastor or Parochial Vicars up to the fourth degree of consanguinity of affinity
- Be “truly expert in financial affairs [or] civil law [and] outstanding in integrity” (canon 492, §1).

Section 5. Paid or volunteer members of the parish staff are ineligible for membership on the Finance Council. If, however, their expertise is useful to the work of the Council, they may serve as consultants.

Section 6. Member of the Finance Council are appointed in writing by the Pastor for terms of from 1 to 4 years.

Finance Council terms are renewable.

Section 7. A member loses his or her seat on the Finance Council by death, resignation, moving out of the parish (without continued registration), or by incurring a declared ecclesiastical penalty. Should a vacancy occur, the Pastor will appoint a successor for a complete term.

Section 8. “During a vacancy in the office of Pastor, the Finance Council does not cease to exist and can be convened by the Parochial Administrator or Parish Life Coordinator. Upon the appointment of a new Pastor, only up to one-half of the current members of the Finance Council may be replaced, but only after three months from the new Pastor’s appointment. The remaining members may be replaced as the new Pastor determines after nine months from the date of his appointment.” (Parish Statutes, Part III, Title 2, Article 2, Section 3).

#### Article IV Officers

Section 1. The officers of the Finance council shall be the president, chairperson, vice chairperson, and secretary.

Section 2. The Pastor is the president *ex officio* of the parish Finance Council. He is not a member of the Finance Council, since he cannot be a member of a group that advises him. Nevertheless, the Pastor does preside over the meetings of the Finance Council.

Section 3. The Chairperson is elected by the members of the Finance Council for a renewable term of two years. He or she prepares the agenda in consultation with the Pastor and chairs the meetings of the Finance Council.

Section 4. The vice chairperson is elected by the members of the Finance Council for a renewable term of two years. In the event that the chairperson is unable to fulfill any of his or her duties, the vice chairperson does so.

Section 5. The secretary is elected by the members of the Finance Council for a renewable term of two years. He or she is responsible for keeping track of the attendance of the Council members at meetings as well as taking accurate minutes of all Council meetings and distributing the minutes to the members.

#### Article V Meetings

Section 1. The Finance Council will meet no fewer than four times annually. If needed, special meetings can be called by the Pastor or at the request of 30% of the total membership.

Section 2. A quorum shall consist of the presence of a majority of the total members of the Finance Council and the presence of the Pastor, or, in his absence, a Parochial Vicar. When the Finance Council is to provide the Pastor with consultation or consent, as required by the parish Statutes, then the Pastor must be present to receive the Council's input.

Section 3. The Finance Council is a consultative—not deliberative—body. With the good will and participation of the members, it operates effectively for the good of the the parish. Therefore, the Council shall strive to work toward consensus in its meetings. When an advisory vote is taken, however, a simple majority of those members present shall carry the vote. Should it become necessary, the latest edition of *Roberts' Rules of Order* govern the proceedings.

Section 4. A record of every meeting of the Finance Council is kept in the minutes that are taken by the Council secretary. In addition to recording who was present and absent at the meeting, the minutes are to provide a synopsis of the discussion of agenda items, summarizing the major points raised and any consensus reached. Detailed minutes will be especially important for agenda items requiring that the Pastor receive the consultation or consent of the Council, since a copy of the minutes will have to be forwarded to the Bishop. Copies of the minutes of the Finance Council meetings are to be kept in the parish archives.

#### Article VI Committees

Section 1. As needed and with the approval of the Pastor, the Finance Council may establish standing or *ad hoc* committees.

Section 2. The committee chairperson is chosen from among the members of the Finance Council by the Council chairperson with the approval of the Pastor.

Section 3. Membership on a committee is open to any parishioner possessing the required skills.

Section 4. The standing committee shall be the budget committee. Members shall serve terms of 1 to 4 years.

Article VII  
Amendment Process

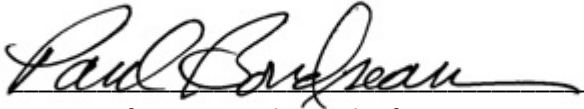
Section 1. Amendments to these statutes can be proposed in written form at any regular meeting of the Finance Council. Discussion of the proposed amendment takes place at the next Finance Council meeting.

Section 2. A two-thirds majority of all Council members is required for the amendment to be passed.

Section 3. The amendment does not take effect until it is approved in writing by the Pastor and receives the nihil obstat from the Chief Financial Officer of the Diocese of Stockton.

These statutes were approved by the Pastor of Saint Joseph Parish of Mono County on \_\_\_\_\_ and have received the nihil obstat from the Chief Financial Officer of the Diocese of Stockton.

Approved: \_\_\_\_\_  
Date Pastor of Saint Joseph Parish of Mono County



Nihil obstat \_\_\_\_\_  
Date Chief Financial Officer  
Diocese of Stockton