

**2010**  
**PAROCHIAL COUNCIL CONSTITUTION**  
**ST. CATHERINE OF SIENA CATHOLIC CHURCH, VENETA, OREGON**  
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THE **PAROCHIAL** COUNCIL CONSTITUTION

PART 1

*The purpose of Part 1 is to provide a common statement  
which is proper to the **entire** Parochial Council  
which **includes** both the **Pastoral** and **Administrative** Councils*

**Article I. The Name of this Organization**

**St Catherine of Siena Catholic Church, Veneta, Oregon** (our civil corporate legal title) is a *territorial parish* of the Roman Catholic Church, comprised of all the Latin Rite Catholics in full communion with the Catholic Church who are *resident* within the parochial *territory* assigned to it (see Article III below) by the Archbishop of Portland in Oregon. The parish itself is established under both civil law and canon (church) law by the Archbishop of Portland in Oregon from the territory of the Roman Catholic Archdiocese of Portland in Oregon.

The two bodies established under this Constitution are known respectively as the **Administrative** Council and the **Pastoral** Council. The combined body of both Councils shall be known in this Constitution as the **St. Catherine of Siena Parochial Council**.

**Article II. The Purpose of the Parochial Council of St Catherine**

Section 1. The Church, the People of God

The People of God are constituted in this world as a Church by God, who has organized and governs them through the successors to Peter and the other Apostles. This Church has been entrusted by God with the three-fold Mission of Jesus Christ, Prophet, Priest and Shepherd-King. Membership in this church is obtained by Baptism which is received in faith, in response to the Word.

Section 2. The Church comes into being by Word and Sacrament and has a Mission

By Word and Sacrament this people or “community” comes into being through the evangelizing activity undertaken in fulfillment of the apostolic mission entrusted by Jesus Christ, God Made Man, to Saint Peter and the other Apostles and their

successors (and their co-workers called priests) and indeed to the entire People of God. All the baptized are called to be in full communion with the Catholic Church, as with the Pope and the College of Bishops who are the successors to Saint Peter and the Apostles. All the baptized are called to exercise the Mission which God has entrusted to the Church to fulfill in the world, in accord with the condition or status proper to each.

### Section 3. The purpose of the Roman Catholic Church

The purpose of the Roman Catholic Church is therefore understood to be in service to the fulfillment of the Mission of Jesus Christ, Prophet, Priest and Shepherd-King.

### Section 4. The purpose of this parish community of the Catholic Church

More specifically, the purpose of the **parish** is “to carry out the mission of the Roman Catholic Church” (*Preamble*, Parish Corporate Bylaws) and to do so *in this particular geographic place* or “territory” within the Archdiocese of Portland in Oregon.

### Section 5. The purpose of the Parochial Council

The specific purpose of the Parochial Council of St Catherine is *to enable the participation of the members of the parish in the leadership or “governance” of Saint Catherine of Siena Catholic Church, Veneta, Oregon in a way that is proper to them.*

By Baptism individual lay Catholics are incorporated into Christ which gives them a share in what is known as the “priesthood of the faithful.” As such they are also called to engage in the Mission of Jesus Christ. While they do not bear the final burden of “headship” or “*leadership responsibility*” for directing or overseeing the life of the parish and the pastoral care it provides, **they do assist, in their own right by Baptism**, in both *organizing* and *providing* this pastoral care under the guidance and direction of the Pastor and in exercising *stewardship* over the “goods held in common.” In that sense **they do share authentically and by right of Baptism in the responsibility of the Pastor for the life of the parish, each in their own respective and unique ways.**

### Section 6. Sharing in the leadership of the parish is accomplished via two distinct councils

This “sharing in the responsibility of the Pastor for the life of the parish” is accomplished and organized via two distinct groups within the leadership of the parish:

A) The **Pastoral Council**, which forms a part of, or body within, our parish “leadership.” The Pastoral Council consists of those members of the *pastoral* leadership of the parish who specifically “assist the Pastor” (c. 536) in providing the pastoral care of the parish 1) by organizing and coordinating the ministries of the parish and 2) by providing the overall pastoral planning for the life of the

parish which involves a broader oversight over pastoral care in the life of the parish.

B) The **Administrative Council, which** forms another part of, or body within, our parish “leadership.” The Administrative Council consists of those members of the *administrative* leadership of the parish who specifically “assist the Pastor” (c. 537) in the “temporal administration” or management of the parish and its temporal goods 1) by organizing and coordinating the management of the parish and the administration of its temporal goods and 2) by providing the overall financial planning for the life of the parish which involves a broader oversight over financial and “administrative” matters in the life of the parish. Canon Law refers to this Council as the “Finance Council” where Archdiocesan Policy refers to it as the “Administrative Council.” The terms are used interchangeably.

### **Article III. The Territory of the Parish**

This *parish* territory of St Catherine of Siena Catholic Church, Veneta, Oregon has the following general boundaries:

**Eastern:** [in western Lane County, Oregon] from a point along Clear Lake Rd between Richardson and Orchard Point State Parks where the Long Tom River leaves the Fern Ridge reservoir, south through the FR Reservoir to West 11<sup>th</sup> Avenue at a point just east of Perkins Peninsula, then due east along Rt 126/W 11<sup>th</sup> to just east of Fisher Rd at Rt 126, and then straight down south almost to Lorane (which is not included);

**Southern:** from just east of Lorane (which is not included) going east to west along the Douglas County line with Lane County;

**Western:** from the above County Line, north along a straight north-south line which crosses Rt 126 between Walton (which is included) and Shannon (which is not); west of Walton at about Nelson Mountain Road and Chickahominy Creek at Rt 126; and continuing north along a line which goes north almost (but not all the way) to Rt 36;

**Northern:** from just south of Rt 36 (at a point southwest of Blachly, which is not included: from a point almost to Rt 36—a point which is south of Triangle Lake and west, northwest of Iron Mountain) straight east across to and along Clear Lake Rd until you reach the Long Tom River as it leaves FR Reservoir.

The purpose of the parish is to be fulfilled within the territory assigned to it.

**Article IV. The nature of parochial council decision making: both councils exercise a consultative voice to the Pastor.**

Section 1. At respective levels universal Church Law specifies that:

A Pastoral Council:

*536 §2. "A [parish] pastoral council possesses a consultative vote only and is governed by the norms established by the diocesan bishop."*

*"The authority of the pastoral council is consultative or advisory. While a council chair normally runs the meeting, the pastor/administrator presides at the council in the sense that he discusses with and consults the council about pastoral matters. Authority to make pastoral decisions ultimately rests with the pastor/administrator who has been appointed by the bishop." #3 Archdiocese of Portland: Pastoral Council Policy, Aug 12, 2009*

A Finance or Administrative Council:

*Can. 537 "In each parish there is to be a finance council which is governed, in addition to universal law, by norms issued by the diocesan bishop..."*

*"1300 - PARISH ADMINISTRATIVE COUNCILS*

*The following section explains the purpose, selection and responsibilities of the Parish Administrative Council (also known as the Parish Finance Council).*

*In the administration of the temporalities of the parish, **Canon 532 defines the role of the Pastor as the juridic representative of the parish.** Canon 537 introduces the element of a Parish Administrative Council as a mandated body having an advisory and consultative role on behalf of the Pastor.*

*COUNCIL REQUIREMENT 1300.01: Every parish shall be required, both by adherence to the Code of Canon Law and Archdiocesan regulation, to have an Administrative Council.*

*1300.07: The Pastor shall consult with the Administrative Council ... although he remains the juridic authority for final decisions." (Draft Archdiocesan Policy on Parish Administrative Councils)*

## Section 2. Authoritative Explanation of the consultative voice of the Councils

Among the applicable *universal* norms is the authentic [authoritative] interpretation of canon law found in the 1997 *Instruction on Certain Questions Regarding the Collaboration of the Non-Ordained Faithful in the Sacred Ministry of Priests*<sup>1</sup> which actually has this to say about the “vote” or “voice” of Parish Pastoral and Finance Councils in the decision making process:

**Article 5.2. “Diocesan and parochial Pastoral Councils (83 Cf. C.I.C., can. 514, 536.) and Parochial Finance Councils,(84 Cf. *ibid.*, can. 537.) of which non-ordained faithful are members, enjoy a consultative vote only and cannot in any way become deliberative structures.** *Only those faithful who possess the qualities prescribed by the canonical norms(85 Cf. *ibid.*, can. 512, 1 and 3; Catechism of the Catholic Church, n. 1650.) may be elected to such responsibilities.*

5.3. *“It is for the Parish Priest to preside at parochial councils.<sup>2</sup> They are to be considered **invalid**, and hence null and void, any deliberations entered into, (or decisions taken), by a parochial council which has not been presided over by the Parish Priest or which has assembled contrary to his wishes.(86 Cf. C.I.C., can. 536.)”*

Hence it is the universal law of the Church which determines that parochial or parish councils, whether they be dedicated to the pastoral or to the financial and administrative, enjoy a “*consultative vote only and cannot in any way become deliberative structures.*” In the day to day operation of a parish therefore the interaction between the Pastor and his councils bears *no similarity* to the principle of the “balancing of powers” found in American government.

Section 3. Parochial Council decision-making, whether in matters of concern that are either pastoral or administrative (financial), therefore involves the laity exercising their proper role of cooperation and involvement and the clergy exercising their proper role of leadership and final responsibility for all decision-making.

“Authority to make pastoral decisions ultimately rests with the pastor/administrator who has been appointed by the bishop. A pastor shall carefully consider the deliberations and recommendations of the council. If the pastor ever acts contrary to the recommendations of the council, he shall offer a proper explanation to the members. In the absence of the pastor, a council may discuss matters, but it does not make final determinations.” #3 *Archdiocese of Portland: Pastoral Council Policy, Aug 12, 2009*

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<sup>1</sup>Signed by 8 different Dicasteries of the Vatican, including the CDF and the *Pontifical Council for the Interpretation of Legislative Texts*. The latter makes it the *law* of the universal Church.

<sup>2</sup>The term “parochial councils” is intended here to include *both* the finance *and* the pastoral councils. We have adopted it for such use in this Constitution.

“To the extent possible, reaching a consensus on recommendations for a pastoral plan is the goal.” #7 *Archdiocese of Portland: Pastoral Council Policy, Aug 12, 2009*

#### Section 4. Decision-making by consensus

In practice, and by choice, **the normal mode for this interaction between Pastor and Council is one of decision-making by ‘consensus.’** This means that the Pastor relies on the council members for genuinely honest and responsible advice—and *not just blind affirmation*. The Council relies on the Pastor for clear teaching and insight regarding matters of faith and guidance regarding canon or other ecclesiastical law. And together they consider the merits of the various possibilities open to them in providing for the needs of the community, carefully consider all input, and especially the minority opinion, and reach a conclusion which all members are comfortable embracing as the best choice in service to our community. **Juridically however, final responsibility for all decisions is the Pastor’s alone.**

## Part 2

*The purpose of Part 2 is to provide a Constitution which is proper to the **Pastoral Council***

### **Article V: THE PASTORAL COUNCIL IN PARTICULAR**

**Section 1. The Pastoral Council is charged with assisting the Pastor in organizing and coordinating the ministries and pastoral services of the parish.**

This Council shall concern itself with the apostolic work of the Church as carried out in the **pastoral care of the** parish in all aspects, and shall provide leadership, direction, education, resources, and encouragement for the apostolic and spiritual development of all parishioners, of whatever age or status.

**Section 2. The Pastoral Council is charged with assisting the Pastor in exercising oversight over the pastoral care of the parish by engaging in overall long and short term pastoral planning for the life of the parish.**

This Council shall continually survey both the spiritual and corporeal needs of the parish community, the local area community, and the Archdiocese and shall develop or cooperate in programs aimed at fulfilling those needs, and shall serve as a coordinating body for all organizations, ministries and group activities within the parish.

**Section 3: Applicable Law of the Wider Church Regarding Membership in the Pastoral Council**

The mandate in the Code of Canon Law defines the makeup of a Parish Pastoral Council as follows:

*“a pastoral council ... over which the pastor presides and in which the Christian faithful, together with those [parish staff] who share in pastoral care by virtue of their office in the parish, assist in fostering pastoral activity.” [c. 536]*

Archdiocesan policy [Parish Pastoral Planning: *Introduction*, pp1-2] says:

*“The principal mandate to the [Pastoral] Council [is] ... long and short range planning with the development of a written pastoral plan. The Council should include the Pastor, appropriate pastoral staff and volunteers, as well as people chosen by the parish to emphasize the collaborative nature of its work.”*

*“4. Membership Reflects the Parish*

*The pastoral council includes people selected from the parish together with those*

*who share in pastoral care of the people by virtue of their office. The method of selection rests with each parish. The membership of the pastoral council should reflect the overall membership of the parish. Members of the pastoral council should be baptized Catholics.” #4 Archdiocese of Portland: Pastoral Council Policy, Aug 12, 2009*

In summary, this wider Church legislation identifies several categories of members of the Pastoral Council who, respectively and together, will “assist in fostering pastoral activity” in the parish, each in their own appropriate way in keeping with who they are in the Church: **the pastor, the pastoral staff, parish volunteers and representative parishioners chosen by the parish.**

#### Section 4. **Membership of the Pastoral Council at St Catherine.**

Article I of the Bylaws more precisely defines the various categories of membership in the Council. Generally they include:

- The Pastor, *ex-officio*, by virtue of the office of pastor (which requires his being ordained to the priesthood) conferred upon him by the Archbishop of Portland.
- The **Parish Staff**, *ex officio* by virtue of the local offices conferred upon them by the Pastor. See Article I of the Bylaws.
- **Volunteer ministers** from the Parish with an interest in a specific area of pastoral care and discernment of their gifts, by virtue of their Baptism. See Articles I and III of the Bylaws.
- Individual **Parishioners** selected for the Council by discernment of their gifts, by virtue of their nomination by the parish at large. See Article II of the Bylaws.

#### **Article VI: Processes, Powers and Authority of the Pastoral Council**

##### Section 1. **The Pastoral Council's voice must be consistent with the Code of Canon Law and the Policies of the Archdiocese of Portland**

This Council shall be a pastoral planning, policy making and coordinating body under the guidance and leadership of the Pastor. As defined by Canon Law the Pastoral Council is advisory to the Pastor and therefore its decisions are made in the form of advice and consultation to the Pastor in his *pastoral* leadership of the parish. All decisions of the Council, which are usually attained by consensus, must conform to the law of the universal Church and the policies of the Archdiocese of Portland.

##### Section 2. **The scope of this Council's competence is the *pastoral* life of the parish.**

By definition of canon law (c. 537), which assigns this other responsibility to what

is known locally as an “Administrative Council,” responsibility for *financial* management and issues of *administration* are *outside* the competence of this Pastoral Council.

#### **Article VII: Adoption of and Amendments to this Constitution**

- Section 1. Adoption of this Constitution shall be by a majority vote of the voting members of the Pastoral Council and written approval of the Pastor.
- Section 2. This constitution may be amended by a majority of voting members and approved by the Pastor at any regular meeting provided the proposed amendment(s) were presented to the Council at the previous regular meeting.

This Constitution was adopted by the Parish Pastoral Council on June 3, 2010 and signed electronically by Fr. J. Michael Morrissey for posting to the parish website.

## PART 3

*The purpose of Part 3 is to provide a Constitution which is proper to the **Administrative Council***

### **Article VIII: THE ADMINISTRATIVE COUNCIL IN PARTICULAR**

Section 1. **By Church law the Pastor alone represents the parish in all the legal affairs of the parish, both civil and canonical.**

*Can. 532 In all juridic affairs the pastor represents the parish according to the norm of law. He is to take care that the goods of the parish are administered according to the norm of canons 1281-1288.”*

The Pastor is charged by canon law with final responsibility for decision-making in all matters of “ordinary administration” (management) for the parish. He is to do so in keeping with the provisions of canons 1281-88 which stipulate:

A. His competence is limited to the “ordinary administration” of the parish as that is defined and determined by the diocesan bishop in archdiocesan policy. c. 1281 [Note that, as defined by law, various acts of “extraordinary administration” have consultative processes proper to them before the Pastor acts.]

B. He is bound always to fulfill his function in the name of the Church and according to the norm of law. c. 1282

C. He is bound to exercise the diligence of a good householder by exercising good **stewardship** of parish goods so they are not wasted, lost or damaged, insuring them, observing civil law in all matters including making proper provision for the civil ownership of parish goods, seeing to the fulfillment of the stipulations and intent of donors, paying parish debts in a timely manner, investing money when appropriate, maintaining parish bookkeeping, budgeting for parish income and expenses, and reporting annually on his administration of parish goods to the archbishop (c. 1287.1) and to the faithful (c. 1287.2). c. 1284

D. Within the limits of ordinary administration he is permitted to make donations for purposes of piety or charity. c. 1285

E. He is to meticulously fulfill the provisions of civil labor law and social policy, *according to the moral principles of the Church* and therefore he is required to pay a just wage to parish employees. c. 1286

Section 2. **By Church law, in the ordinary course of things, the Pastor does not act in isolation in representing the parish. He does so in consultation with his finance council, which we call the Administrative Council in this archdiocese, and in keeping with norms published by the Archbishop.**

*Can. 537 "In each parish there is to be a finance council which is governed, in addition to universal law, by norms issued by the diocesan bishop and in which the Christian faithful, selected according to these same norms, are **to assist the pastor in the administration of the goods of the parish, without prejudice to the prescript of canon 532.**"*

It is to be noted that the norms or archdiocesan policy referred to above remain a work in progress which can be found in various expressions of archdiocesan "administrative policy." While these norms are not yet an "archdiocesan policy" in the strict sense because the policy still lacks the juridic promulgation of the Archbishop of Portland, (it remains in draft form) it nonetheless already expresses a standard which we intend to incorporate here for our use [Section 3 below] until such time as such norms *are* formally promulgated by the Archbishop.

Section 3. **The Administrative Council *shall be consulted* by the Pastor on certain matters, although he remains the juridic authority for final decisions:**

The Pastor *shall consult* with the Administrative Council on the following matters, although *he remains the juridic authority for final decisions*:

A. Regarding any act of "extraordinary administration" as those are defined by archdiocesan policy—such as the acceptance or refusal of the stipulations of any major gift or inheritance, the purchase, sale or lease of land, or of parish property valued in excess of \$5,000, **capital** improvements and construction, incurring long term debt, and initiating financial campaigns/drives or special collections. It is to be noted that **some of these acts also require action by the Civil Board of Directors and/or the Archbishop.**

B. Regarding any commitment of parish resources on *non-budgeted* expenditures in excess of \$5,000 or more.

C. Regarding the ongoing financial management of parish "savings" which are not included in the "operating budget."

D. Regarding the review and approval of the Annual Operating Budget of the Parish. To the extent practical, the Council should be involved in the preparation

of this Budget.

E. Regarding how the priorities the Parish Pastoral Plan developed by the parish Pastoral Council should be reflected in parish budget preparation.

F. Regarding the Council's review of the Annual Parish Report before its submission to the *Archbishop*. The Administrative Council should also provide assistance and review in the formulation of the Parish Report to the *parish* community.

**Section 4. The Administrative Council is charged with assisting the Pastor in overseeing the management and administration of the parish without prejudice to the provisions of Section 1 above.**

The Administrative Council is a consultative group of parishioners that assists the pastor in the daily administration of the parish. It shall concern itself with the management and administration of the property, finances and other material or "temporal" goods of the parish and it does so "*without prejudice to the prescript of canon 532*" which prescribes that the Pastor *alone* acts on behalf of the parish in all its affairs. The mission of this Council includes assisting the Pastor and other people of the parish in developing, maintaining and disbursing the material and financial resources of the entire parish **in ways that serve the mission of Jesus Christ, Prophet, Priest and Shepherd-King** and thereby provide for the pastoral care of souls for the members of the parish and beyond.

**Section 5. The Administrative Council is charged with assisting the Pastor in exercising oversight over the finances of the parish by engaging in overall long- and short-term financial planning for the life of the parish.**

This Council shall continually survey both the spiritual and corporeal needs of the parish community, the local area community, and the Archdiocese and shall develop or cooperate in programs aimed at fulfilling those needs from a financial perspective, and shall serve as a coordinating body with oversight over any and all parish organization's and/or parish group's **financial** activities within the parish.

In practice this oversight is also exercised by:

A. Evaluation and recommendations regarding needs and effectiveness of parish efforts of church support through offertory collections and fund raising efforts.

B. The review and adoption of the annual parish budget of operating

income and expenses.

C. Advice on personnel matters and implementation of archdiocesan personnel manuals.

D. The review and approval of significant expenditures not already included in the annual budget.

E. Regular review of monthly financial reports and the budget.

F. Review of the reports which are to be presented by any *parish* organization or *parish* fund raising group's financial activities within the parish. *Independent* organizations (e.g SVDP) which are affiliated or associated with the parish in some way are *not* within the competence either of the Pastor or of the Council.

G. Review the reports to the Archbishop and to the people of the parish, in keeping with the law (canons 1284, 1287).

H. Approval of any request for financial support or cooperation from the parish by a non-parish organization or non-parish group's fund raising activities.

Section 6: **Applicable Law of the Wider Church regarding Membership in the Administrative Council**

The mandate in the Code of Canon Law defines the makeup of a Parish Finance Council as follows:

*"In each parish there is to be a finance council which is governed, in addition to universal law, **by norms issued by the diocesan bishop** and in which the Christian faithful, **selected according to these same norms**, are to assist the pastor in the administration of the goods of the parish, without prejudice to the prescript of c. 532." C. 537*

The same "draft" Archdiocesan policy referenced above specifies these norms as follows:

*"Members [of the Administrative Council]*

- 1. shall be active parishioners as shown by participation and commitment within the parish community. [Our Pastor makes this determination.]*
- 2. shall be appointed by the Pastor for fixed terms to be determined at the local level and may be re-appointed or terminated in this role by the Pastor. [Our parish uses a two year term of office. At the conclusion of each term the Pastor discusses continuing service with the member.]*
- 3. should be chosen based on demonstrable skills or expertise in*

*management, business, finance, accounting, building maintenance and personnel.*

*4. shall consist of no less than three (3) members. Maximum membership shall be at the discretion of the Pastor, but should not be so many as to be cumbersome or inefficient in operation. [Our parish has five members.]*

*5. may serve in other volunteer service roles in the parish, provided such dual service will not create a conflict of interest.*

*6. Members shall not be related to the Pastor.*

*7. Parish **employees** shall serve on the Parish Administrative Council only as ex-officio, non-voting members.” [Our council has no employees other than the Pastor; it may have **volunteer** staff.]*

In summary, this wider Church legislation identifies two categories of members of the Administrative Council who, respectively, will “assist the pastor in the administration of the goods of the parish,” each in their own appropriate way: **parish volunteers** with expertise in administration and **parish administrative staff** which may be either paid or volunteer. In both cases all of these members are **appointed** by the Pastor as provided by Archdiocesan Policy.

#### **Section 7. Membership of the Administrative Council.**

- **Volunteer parishioners** with an interest and capabilities in a specific area of finance and management, by virtue of their Baptism and the discernment of their gifts by the Pastor.

- The **Parish Administrative Volunteer Staff**, *ex officio* as determined by the Pastor and by virtue of the local offices conferred upon them by the Pastor. These members are *not* restricted from voting as indicated in Section 6 § 7 above.

- Because of the inherent conflict of interest, paid Parish Staff (“employees”) and relatives of the Pastor are barred by archdiocesan policy from having a *voting* membership in the Administrative Council.

### **Article IX: Processes, Powers and Authority of the Administrative Council**

#### **Section 1. The Administrative Council’s voice must be consistent with the Code of Canon Law and the Policies of the Archdiocese of Portland**

This Council shall be a financial planning and management (budgeting, reporting, etc), parish policy making and coordinating body under the guidance and leadership of the Pastor. As defined by Canon Law the Administrative Council is advisory to the Pastor and therefore its decisions are made in the form of advice and consultation to the Pastor in his *financial and administrative* leadership of the parish. All decisions of the Council, which are usually attained

by consensus, must conform to the law of the universal Church and the policies of the Archdiocese of Portland.

**Section 2. The precise manner in which the Administrative Council assists the Pastor.**

The precise manner in which this Council “assists” the Pastor involves an **extensive** and refined explanation which acknowledges some important distinctions described in canon law between times when a *diocesan* council can *be heard*, *must be heard or, rarely, must consent*. **There is no stated exact parallel application of these diocesan principles to the parish to be found in the law, so their application is entirely a matter of common jurisprudence which does not acknowledge an exact parallel in all things.**

To be noted is the distinction contained in the official interpretation cited above in Article IV, Section 2: *Diocesan* Finance Councils are granted certain *deliberative* functions which the law does *not* grant to parochial financial councils. Hence the role of the finance council in the *parish* is to be achieved while also keeping in mind the fact that canon 532 clearly and simply indicates that the pastor *alone represents the parish in all its legal affairs, and hence in all matters pertaining to the administration of its property.*

**Section 3. The scope of this Council’s competence is the financial and administrative life of the parish.**

By definition of canon law (c. 536), which assigns this other responsibility to what is known as a “Pastoral Council,” responsibility for *pastoral care* and issues of *pastoral ministry* are *outside* the competence of this Administrative Council. However, the *funding* for these pastoral ministries is overseen by the Administrative Council.

**Article X: Adoption of and Amendments to this Administrative Council Constitution**

Section 1. Adoption of this Constitution shall be by a majority vote of the voting members of the Administrative Council and written approval of the Pastor.

Section 2. This constitution may be amended by a majority of voting members and approved by the Pastor at any regular meeting provided the proposed amendment(s) were presented to the Council at the previous regular meeting.

This Constitution was adopted by the Parish Administrative Council on June 17, 2010 and signed electronically by Fr. J. Michael Morrissey for posting to the parish website.