

St. Michael's Catholic Church
South Sioux City, Nebraska

Constitution and By-Laws

Article I

Preamble

- Section 1. We, the members of the Steering Committee of St. Michael's Parish, call upon the Holy Spirit to guide us to fulfillment of the Parish mission; to proclaim God's message, to draw God's people together in community, to provide service of the spiritual and temporal needs of all people, to celebrate God's gifts in the Sacraments, especially the Eucharist.
- Section 2. This organization is established to be known as the Steering Committee of St. Michael's Catholic Church of South Sioux City, Nebraska, and shall function within the authority of the Archdiocese of Omaha.
- Section 3. Mission Statement: St. Michael's Catholic Church seeks to promote Jesus Christ and uphold our Roman Catholic Doctrine in all facets of activities, education and spirituality. St. Michael's is a Eucharistic Community that reaches out to all people, to practice the Paschal Mystery and to proclaim the Good News in all we do.

Article II

Purpose

The Steering Committee is a consultative body of parishioners who share with our pastor the responsibility of providing vision and direction for our parish. As the primary planning and consulting body in the Parish, our council gives direction and support to the work of the parish committees, boards, and groups.

Our Steering Committee's principal responsibilities are:

- To provide a means of communication and cooperation among all the diverse groups of the parish;
- To promote the sharing of information and the gifts of time and talent;

- to wherever possible, create one event to which everyone feels welcome;
- to provide consultation to the pastor in promoting the mission of the parish;
- to plan, set parish goals, and see that they are implemented;
- to take responsibility for the ongoing renewal of parish life and call forth the gifts of individuals and groups in the parish;
- to listen to the views of the people of the parish and to provide for mutual communication between the parishioners and the Steering Committee;
- to explore the need for activities/programs which promote the spiritual, social, financial, and educational well-being of the parish;
- to work in cooperation with parish staff, mutually sharing the necessary information to help us collectively achieve the mission of the Parish;
- to cooperate with other parishes – especially those of our own deanery – and with the Archdiocese of Omaha in carrying out the broader mission of the Church;
- to maintain the continuity of parish life, especially during times of transition from one pastor to the next.

Article III

Powers

- Section 1. The Steering Committee, as a consultative body, shares in carrying out the Responsibility for the spiritual and temporal ministry to the people.
- Section 2. The Steering Committee shall deliberate and act in all matters, including but not Limited to, the spiritual, financial, educational, social and recreational affairs of St. Michael’s Catholic Church of South Sioux City, Nebraska. All policies and programs promulgated by the Committee are subject to the consent and approval of the Pastor of St. Michael’s Catholic Church of South Sioux City, Nebraska, and must conform with Church Law and Archdiocesan Policy. The Pastor shall have veto power over all decisions of the Committee.
- Section 3. All programs, policies and recommendations of committees shall be subject to approval by the Steering Committee.
- Section 4. The Steering Committee shall have access to all financial records of the Parish.

Article IV

Composition of the Steering Committee

- Section 1. The Steering Committee shall consist of the following voting members of St. Michael's Parish. Ex-officio members will be: the Pastor and all priests assigned to pastoral Ministry in the Parish and **nine** members selected by the priests either by recommendation from the priests or current members or by volunteering on the part of the person who wishes to be a member. The president shall put out a request in the spring of the current year to establish any interest in serving on the part of the parishioners if there are openings. The Parish Coordinator should attend the meetings but not be a voting member. Members should represent all elements of our Parish community and should be able to communicate with all other members.
- Section 2. The term of commitment shall be from the first of June of the current year to the end of May in the next year unless health or other circumstances prevents the member from serving. If a member needs to resign, a new member can be recommended to fill their position on the Committee. A member may serve as many years as they wish to serve with permission of the priests.

Article V

Meetings of the Parish Council

- Section 1. The Steering Committee shall hold an Organizational Meeting in June of each year. All members, including the newly selected, shall be required to attend this meeting.
- Each member is expected to attend a minimum of six meetings per year. The Steering Committee will declare a member's seat on the Parish Council vacant if that member fails to attend three meetings in succession without qualified excuses. But, such members will be contacted and given an opportunity to respond before final action is taken. The Committee shall fill any vacancy prior to the next meeting of the Committee by appointing a member of St. Michael's Parish.
- Section 2. The Steering Committee President will preside at the Organizational Meeting until a new President is elected.
- Section 3. Two-thirds or six members of the Steering Committee shall be deemed a quorum for transacting official business.

Section 4. The Steering Committee will meet the third Tuesday of each month, unless the Pastor is unavailable for such meeting and thus, schedules a different date to meet. Meetings shall be held each month unless canceled by the Pastor with agreement of the Committee.

Special meetings can be called by the Pastor or Executive committee or at the request of six members of the Steering Committee.

Section 5. At the Organizational Meeting, the Steering Committee shall elect a President, Vice-President, and Secretary. Those officers will serve in the above mentioned positions for one year. The officers may serve as many consecutive terms as desired with agreement of the Pastor and members of the Committee.

Section 6. The three officers named in Section 5 shall be elected from the lay membership of the Steering Committee and they, with the Pastor, shall constitute the Executive Committee of the Steering Committee.

Section 7. Presently, no members of the Steering Committee serve as representatives to other committees such as Finance. If so desired, a representative of committees, such as Finance, may attend a Steering Committee meeting.

Article VI

Officers

Section 1. The President shall be the principal Executive Officer of the Steering Committee and shall preside at all meetings of the Steering Committee and shall perform all duties incident and consistent with the office of the President and such other duties as from time to time may be prescribed by the Pastor.

Section 2. The Vice-President shall assist the President in the conducting the business of the Committee and shall act as President in the absence of the President or in the event of the President's inability or refusal to act or in the event of his/her incapacity or removal.

Section 4. The Secretary of the Steering Committee shall keep the minutes of the meetings of the Steering Committee and the Secretary of the Steering Committee shall retain that office until a successor is elected and shall perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned by the President of the Steering Committee or the Pastor.