



APPENDIX
Holy Apostles Pastoral Council
New Berlin, Wisconsin
April 21, 2021

MEMBERSHIP

- 3.1 The Council shall have twelve members.
- 3.4 The Council shall have the following *ex officio* members: Pastor and two trustees.
- 3.5 The Council shall have nine at-large representatives selected from and by the membership of the parish.

NOMINATION AND SELECTION OF NEW MEMBERS

- 4.1 At large members may be selected 3 per year, each serving 3-year terms.
- 4.3 The Council shall follow the nomination and selection process as outlined:
- a. **Education of Parishioners.** 2 current council members will lead the nomination and discernment process for new members.
 - b. **Nomination.** Each spring, the current council members will discuss future candidates for nomination. The goal is to maintain a council that is a representative cross-section of our parish as it is or what it is trending toward. Nomination notices also provided in the bulletin or other appropriate communications from the parish. Council members and parishioners are invited to nominate parishioners.
 - c. **Notification of Nominees.** Upon receipt of nomination, each nominee will be provided the Pastoral Council norms and other reference materials on the purpose of the council. The vice-chair contacts those nominated, answers questions, provides information, and extends an invitation to participate in the orientation and discernment process.
 - d. **Nominee Orientation.** The 2 current members selected to oversee the nomination and discernment process will schedule a group meeting to address questions and concerns. All nominees who have accepted a nomination to serve on the council are provided information individually and /or in a group and invited to attend one of more pastoral council meetings.
 - e. **Slate of Nominees.** After orientation, the process leaders will contact each nominee to determine who will move forward into the selection process. The vice-chair



prepares the final slate of nominees after discussion with those nominated for the vacant positions on the Council.

- f. **Facilitation of the Selection Process.** Should there be more than 3 people interested in becoming a council member after the orientation meeting and follow-up, the 2 council members leading the process will host a discernment afternoon and spend time in prayer and reflection, followed by individual conversations with nominees to narrow to the available spots. All nominees who have accepted a nomination to serve on council are invited to a meeting to pray, to review the role of the council, meet other nominees, and select from the slate of nominees.

- 4.4 The selection of new members of the Council shall be by **discernment**.

OFFICERS

- 5.4 The **chair-elect** serves the Pastoral Council.

- b. **As chair-elect assumes the office of chair upon completion of the current chair's term.**

MEETINGS

- 6.1 Council meetings shall be held at minimum **10 times per year from August to June.**

COMMISSIONS OR COMMITTEES

- 11.1 The following Standing Commissions/Committees of the Council shall be known as:

- a. **Discipleship**
- b. **Parish Life and Mission Sustainability**
- c. **School**
- d. **Sunday Worship**
- e. **Service**

- 11.4 The Council **schedules each commission to meet at least annually with the Council to discuss the area of mission and ministry.**

- 11.6 The Council has established the following **liaisons** at the request of a standing commission.

- a. **Discipleship**
- b. **Finance Council**



- c. **Mission Sustainability**
- d. **Reach and Communications**
- e. **School**
- f. **Sunday Experience**

COMMISSION GUIDELINES

- 12.4 Membership.** The recommended number of commission members is 8 (from 5 to 12 members). One from each ministry
- b. Members serve 2 years of (a three year) term.
- 12.5 Officers.** Each commission shall have a chair, a vice-chair, and a secretary.
- b. The vice-chair becomes the chair with the completion of the chair's term.

AMENDMENTS

- 13.1** The Council Appendix may be amended at any regular or special meeting by consensus or a two-thirds vote of the Council and confirmation by the pastor.

SUBMISSION OF APPENDIX COPY TO THE ARCHDIOCESE

- 14.1** A copy of the appendix should be submitted to the Office for Missionary Planning and Leadership whenever changes are approved. The copy is placed in the parish or multi-parish file. The appendix should be reviewed on a regular basis usually in conjunction with the development of a new pastoral plan for the parish or cluster.