

St. Dominic Parish
Stewardship Committee By-laws

PARISH MISSION STATEMENT--St. Dominic Parish is a Catholic Christian Community set in the Dominican Tradition; called to preach and to live the Word of God as a community of faith, committed to celebrate our diversity, and dedicated to minister to the needs of our parish and beyond.

Article I: Name

Section 1: The name of the committee shall be *The St. Dominic Parish Stewardship Committee* and shall hereafter be referred to as the Committee.

Article II: Duties

Section 1: The committee will develop a structure for Stewardship Circles for St. Dominic Parish to evangelize ourselves and others towards a keener awareness of how God calls us all into discipleship.

Section 2: The committee will develop a structure of subcommittees.

Section 3: At the beginning the committee as a whole will develop a plan for tithing as a parish and will be the decision makers of which organizations would benefit from the tithe.

Article III: Membership and Officers

Section 1: The committee is open to any St. Dominic Parish member who is interested in fostering an atmosphere of stewardship in the parish.

Section 2: There will be a minimum of nine members and a maximum of 15.

Section 3: Members will be recruited for the committee by bulletin announcements and invitation by current committee members.

Section 4: Two persons will be selected by the committee to be co-chairs.

Section 5: The co-chairs should be available to serve for two years. One year serving with someone who has previously been a chairperson and the following year as the primary chairperson with a new co-chair. The initial chairs will decide by lottery who serves one year and who two. A new co-chair will be selected every year.

Section 6: The committee will select a secretary who shall serve for one year with the opportunity of serving for a second year.

Article IV: Transition Procedures

Section 1: Members will serve a three-year commitment.

Section 2: The term of membership will run July 1 to June 30.

Section 3: One third of the members will rotate off each year.

Section 4: At the founding meeting members will use a lottery to determine each member's initial term of office.

Section 5: Members may be invited back to the committee after a year's absence.

Article V: Meetings

Section 1: The committee shall hold monthly meetings.

Section 2: The meeting shall be on the first Tuesday of the month at 7:00pm in the Parish Center unless otherwise determined by the committee.

Section 3: The meetings are open to the parish at large.

Section 4: Agenda items will be decided upon by the co-chairs and the pastor. All committee members may suggest items to be added to upcoming meeting agendas.

Section 5: The minutes of the previous meeting and the agenda will be distributed before the monthly meeting.

Section 6: A representative from each subcommittee will attend to promote communication.

Article VI: Duties of the members

Section 1: The duties of the co-chairs shall be to:

- a. Rotate chairing the meetings.
- b. Develop a meaningful agenda with input from the pastor and members.
- c. Provide significant leadership on stewardship matters in the parish.
- d. Work closely with the pastor and other parish staff in developing an atmosphere of stewardship within the parish.

Section 2: The duties of the members shall be to:

- a. encourage and support fellow members in living the mission statement.
- b. work on developing a spirit of stewardship for the whole parish.
- c. attend and participate in all regular meetings.
- d. be familiar with all materials that are presented for consideration prior to a meeting.
- e. be willing to talk with other committees and the parish at large about stewardship.

Section 3: The duties of the pastor shall be to:

- a. be present at all meetings.
- b. invite parish members to become members of the committee.
- c. provide guidance and ideas for developing a plan for stewardship.
- d. suggest subcommittees to meet a particular need in the parish.
- e. invite parish members to join subcommittees.

Section 4: Duties of the secretary shall be to:

- a. Maintain records of each regular meeting, take roll and furnish members with copies of the previous meeting s minutes prior to the meeting.
- b. provide members with an updated list of member s contact information.
- c. regularly submit a bulletin announcement on the work of the committee.

Article VII: Subcommittees

Section 1: Family Life/events subcommittee

- a. will be responsible for social events aimed at building a sense of community among all parish members.
- b. will be an avenue for newly married couples and young families to meet.

Section 2: Other subcommittees will be added as the Committee discerns the need for them.

Article VIII: Changes to this document

Section 1: The members shall review these bylaws annually as the first item for discussion in the new fiscal year.

Section 2: After the bylaws are amended, the member agree and sign them into effect for the following year of operation.

Article IX: Promulgated

Section 1: These Bylaws were agreed upon for 2007-2008 at the May 29, 2007 Stewardship meeting.

Secretary