

# *Our Mother of Sorrows Parish*

## *Stewardship & Development Council Constitution*

### **Constitution of the Our Mother of Sorrows Stewardship & Development Council**

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## **Constitution of Our Mother of Sorrows Stewardship & Development Council**

*As Christian stewards, we receive God's gifts gratefully, cultivate them responsibly, share them lovingly in justice with others, and return them with increase to the Lord.*

(U.S. Bishops' Pastoral Letter on Stewardship).

### **WHAT IS HOLISTIC STEWARDSHIP?**

All that we have are gifts from God (Roman 2:24). God, in turn, asks us to be good stewards of these gifts (1 Peter 4:10). We, as individuals and together as a parish community, are accountable for nurturing these gifts, while generously sharing them with others—family, friends and others in the community and the world (Luke 16:2).

Our parish Stewardship & Development Council continues to hold up the biblical vision of holistic stewardship. Holistic Stewardship is the personal realization and acceptance that everything we have is gift. In gratitude we become aware of the need to give and share. “Stewardship is an expression of discipleship with the power to change how we understand and live our lives.” -Stewardship: A Disciple’s Response Pastoral Letter. Holistic Stewardship is all encompassing. It provides a place for the simplest individual gesture of kindness and unites working for systemic justice and peace... It is, ultimately, the pull of the Gospel coming alive in our times and circumstances. -Bishop’s Statement

According to the Decree on the Apostolate of Lay People, *Apostolicam Actuositatem*: the laity of the parish are “Nourished by their active participation in their liturgical life of their community, they engage zealously in its apostolic works; they draw people towards the Church who had been perhaps very far away from it; they ardently cooperate in the spread of the Word of God, particularly by catechetical instruction; by their expert assistance they increase the efficacy of the care of souls as well as of the administration of goods of the Church” (Section 10).

Everyone has a responsibility to reflect prayerfully the Word of God, to take stock of his or her God-given gifts and willingly return a generous portion of them to the parish, the local community, and the world “and not just listen to [the Word of God] and deceive yourselves” (James 1:22). It is the responsibility of a holistic Stewardship parish to provide an abundance of activities for individual and group involvement to be reassured that “faith, if good deeds do not go with it, is quite dead” (James 2:17).

Ways of practicing Holistic Stewardship:

- demonstrate a commitment to a Stewardship way of life
- warmly welcome individual participation in parish life,
- exhibit vibrant spiritual, social, loving service and outreach activities, and
- reach out to the broader community as sisters and brothers.

A parish routed in holistic stewardship is motivated by:

- the belief that everything is gift ,
- the belief that we are the body of Christ,
- the recognition and understanding of God’s call to be good stewards of all His gifts,

- prayerfully and honestly assessing the value of these gifts, and responsibly sharing a proportionate amount of their time, talent, and treasure.
- the practice of the ideal 10% tithe of treasure on gross annual income—5% of parishioner’s total tithe is contributed to the local parish and 5% to other charities.

When we, parishioners and parish leaders together, accept our inherent responsibility to actively and willingly share our God-given gifts as uniquely manifested in each of us, we become a blessed holistic Stewardship parish.

## **MISSION STATEMENT**

Under the guidance of the Holy Spirit and the leadership of the Pastor, the Stewardship & Development Council will achieve a Holistic Stewardship Parish at Our Mother of Sorrows by engaging parishioners to generously offer their time, talent and treasure as an expression of gratitude in loving service to God for His many gifts while truly living as Disciples of Christ.

### **ARTICLE 1: Name**

The name of this body shall be the Our Mother of Sorrows Stewardship & Development Council; hereinafter referred to as the “Council” at 1800 S. Kolb Rd., Tucson, AZ 85710

### **ARTICLE 2: Purpose**

**Section 1.** The general purpose of the Council shall be to promote, under the oversight of the Pastor, all those activities pertaining to Stewardship as a priority and a way of life at Our Mother of Sorrows Parish. The role of the Council is to vision and implement processes which advocate and promote the continuing spiritual conversion of parishioners. We accomplish this by nurturing our blessings, supporting the practice of holistic Stewardship and recognizing the many ways our members act as good stewards within our parish, school and community.

Relying on the graces poured out to us by the Holy Spirit, through prayer and sacramental living, we on this Stewardship & Development Council promise: first, to embrace intentional discipleship and holistic Stewardship of God's gifts for the purpose of educating, cultivating and empowering the parishioners of Our Mother of Sorrows. And second, to advise the Pastor and the Parish Ministries (Pastoral) Council on the best practices, procedures, policies, and programs that will continuously inspire and promote conversion to discipleship as we “care for everyone according to his need” (Acts of the Apostles 4:32-35).

**Section 2.** The specific purposes of the Council shall be the following, but not limited to:

- Serve as examples of Stewardship in parish life through collaboration with the Pastor, lay leadership, staff, parishioners and school families by living as a visible witness to the teachings of Jesus Christ, calling parishioners to the practice of Stewardship as a way of life.
- Promote greater parish involvement by parishioners and school families through collaboration with parishioners and school families, and parish and school staff, in the promotion and maintenance of holistic parish Stewardship.
- Work in tandem with the Parish Ministry Council and its Commissions in developing and fostering a Stewardship way of life among parishioners and

Catholic school families. To provide information and updates about parish stewardship to parish leadership, committees, and to all parishioners, and collaborate with all other standing Commissions and ministries in assessing and meeting the Stewardship needs of the parish and school.

- Develop plans and conduct programs that encourage parishioners to give of their God-given time, talents, and treasures. Promote holistic Stewardship as a priority and a way of life by fostering a sense of belonging in the parish. Inform our faith community about the spiritual blessings and material benefits to be derived from Stewardship, and to facilitate communication between parish ministries to ensure that parishioners willing to give of their time and talents are matched with the best-fitting ministry.
- To view evangelization – the joy of the Gospel - as essential to Stewardship and to assist with evangelization efforts in the parish to carry out our Apostolic Mission of going forth to “make disciples of all nations; baptize them in the name of the Father and of the Son and of the Holy Spirit, and teach them to observe all the commands I gave you” (Matthew 28:19-20).
- In conjunction with the Parish Ministries Council, we encourage all its commissions, groups, families, and individuals to center themselves in prayer, especially Eucharistic Adoration and “to the breaking of bread” (Acts 2:42).
- To call the parish itself to the practice of Stewardship of its resources; for Christians it is a duty and an honor to give God back a portion of the goods they have received from him (*Apostolicam Actuositatem*, Section 10).
- To draw forth the Stewardship of time and talent of all parishioners through the coordination of an annual Stewardship commitment process of ministries weekend; encouraging the parish and school to use human resource management skills as time/talent commitment cards are received; establishing accountability to contact those who volunteered on their time/talent commitment cards; providing a spiritual gifts discernment process for individuals and the community; and using the results of this discernment to guide disciples toward the best placement for their time and talent through annual events such as a ministry fair.
- To facilitate parish publicity and communications by working with parish staff to maintain current data on all parishioners; encouraging parish communications and interrelations using available channels, and regularly assessing the need for updating the parish census file.
- To draw forth the Stewardship of treasure of all parishioners by working with the parish finance council/commission to identify and share the financial needs of the parish, promote planned-giving within the parish community, and promote the parish electronic giving option (EFT) for weekly giving.
- To evaluate holistic parish Stewardship on a regular basis to ensure its viability by measuring the effectiveness of its policies and projects at the end of each fiscal year.

### **ARTICLE 3: Oversight**

**Section 1.** The oversight of the Council is derived from the pastoral leadership of the Pastor of Our Mother of Sorrows.

**Section 2.** The Council shall relate and report occasionally to the Parish Ministries Council. A member of the Parish Ministries Council shall be an ex officio, non-voting member of the Council.

**Section 3.** The Council shall operate within the framework of canon law and teachings of the Our Mother of Sorrows Parish and its Board of Directors and regulations of the Diocese of Tucson.

### **ARTICLE 4: Membership**

**Section 1.** The Council members are to be faithful and active registered parishioners of Our Mother of Sorrows who are in full communion with the Catholic Church and who are dedicated to the welfare of the entire parish. Members will be supportive of Council goals, mission and work as communicated by the Parish Ministries Council. The Chairperson shall present an annual report to the Parish Ministries Council.

**Section 2.** The Council shall be comprised of seven to twelve members, discerned by the Discernment Committee, endorsed appointed by the Pastor, and affirmed by the Council. Staff members will serve as ex officio, non-voting members.

**Section 3:** Members will be identified as parishioners with the following traits:

- Actively participate in parish life for at least two years.
- Actively practice stewardship as a way of life and are spiritually developed through a deep relationship with Jesus Christ.
- Motivated by gratitude for God's gifts.
- Can make the goals of Stewardship attainable for parishioners.
- Possess belief in accountability exercised by reporting back to parishioners on all aspects of the parish Stewardship efforts.
- Committed to continuing education in holistic parish Stewardship.

**Section 4:** The Stewardship & Development Council shall include the following ex officio, non-voting members: The Pastor (or designated representative), Business Manager, and other staff designated by the pastor.

### **ARTICLE 5: Appointments and Terms**

**Section 1.** Members of the Council will be appointed to serve four-year terms.

**Section 2. Section 3.**

**Section 2.** Council members may not serve more than two consecutive terms.

**Section 3.** If a vacancy occurs, the Pastor after discernment will appoint a person from the parish to fill that vacancy.

**Section 4.** All members shall take office at the first regular meeting of the Council following their appointment.

**Section 5.** The Council has an important role in parish Stewardship. Therefore, members are expected to attend all meetings. Notification shall be given to the Council chairperson by Council members if they cannot attend a meeting.

## **ARTICLE 6: Officers**

**Section 1.** The officers of the Council shall be:

- Chairperson
- Vice Chairperson
- Secretary

**Section 2.** The Chairperson and the Secretary shall be selected from the Council during the first meeting with the new members.

## **ARTICLE 7: Duties of Officers**

**Section 1.** The Chairperson will conduct all Council meetings and has the authority to call special meetings as needed.

**Section 2.** The Secretary will take minutes of all regular and special Council meetings, preserve them in a permanent record, and perform other related duties as delegated by the Chairperson.

## **ARTICLE 8: Commissions & Organizations**

**Section 1.** A representative of the Parish Ministries Council will serve as an ex-officio member of the Council and liaison between the Stewardship & Development Council and the Parish Ministries Council. Minutes of Council meetings will be posted on the Stewardship and Development webpage.

## **ARTICLE 9: Meetings**

**Section 1.** The regular meetings of the Council shall be held in May, September, October, November, January, and March. The specific date and time are to be provided to Council members by the Chairperson or Secretary one week in advance of the meeting.

**Section 2.** Special meetings may be called by the Chairperson in consultation with the Pastor or by Pastor. The purpose of the special meeting shall be provided in the meeting notification

**Section 3.** Regular meetings of the Council are open for attendance by all parishioners.

**Section 4:** When deemed necessary, the Chairperson has the right and responsibility to move the Council meeting into closed session.

**Section 5.** Each voting Council member shall be entitled to one (1) vote, and a majority vote of all such members present at a meeting where a quorum is present shall govern the actions of the Council.

**Section 6.** The Chairperson shall preside over all regular and special meetings of the Council at which they are present. The Secretary shall keep the minutes of the Council in a Book of Minutes. The Secretary shall provide each Council member with an agenda for each meeting one week prior to the meeting.

**ARTICLE 10: Amendments**

**Section 1.** This Constitution may be amended by at a regular or special meeting of the Council by a vote of two thirds of all the Council members. The proposed amendment must be distributed, in writing, to each Council member and to the Pastor at least thirty (30) days prior to the meeting at which it is to be voted upon.

**Section 2.** Adopted amendments will be dated, properly noted in the article amended, and attached to the original constitution.

**ARTICLE 11: Approval**

**Section 1.** This Constitution shall become effective immediately by a two-thirds majority vote of the Council.

**Section 2.** At all meetings of the Council, 50%+1 of the voting members shall constitute a quorum for the purpose of transacting Council business.

**ARTICLE 12: Miscellaneous**

Should any part, section, or provision of this Constitution be determined to be unconstitutional and/or unenforceable as a matter of canon law, the invalidity of any such part, section, or provision shall not impair or affect in any manner, the validity, enforceability, or effect of the remaining balance of this Constitution.

**IN WITNESS WHEREOF** the undersigned Pastor has reviewed and hereby approves this Constitution.

Date:

Msgr. Thomas P. Cahalane, Pastor  
Our Mother of Sorrows

**IN WITNESS WHEREOF** the undersigned members of the Our Mother of Sorrows Stewardship & Development Council certify and hereby adopt this Constitution this \_\_\_\_\_ day of 20\_\_\_\_\_.

- 1. \_\_\_\_\_  
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