



April 11, 2024

Dear Prospective Pastoral Council Member:

Thank you for inquiring about the opening we will have on our Pastoral Council beginning July 1, 2024. As you have read, we are seeking persons who are able to make a three-year commitment to help the Pastoral Council and the Pastor attend to the pastoral needs of the parish community.

In order to help you in your discernment, we have provided you with some background information about the Pastoral Council, as well as a list of current Parish Pastoral Council members. After reviewing the materials, we would like you to answer the questions on the sheet titled "Reflection on One's Gifts and the Needs of the Parish Council."

Please send the Reflection sheet to me at 7087 Goiffon Rd, Centerville, MN 55038 or info@stgens.org by May 23, 2024.

It is my hope that we will be able to meet our timeline for filling these very important positions. As a reminder, we have the following timeline established:

1. Parishioners interested in being considered for positions will contact the parish office (651.429.7937 or info@stgens.org) to receive this information packet or download the packet from our website (www.stgens.org/pastoral-council).
2. After reviewing the information, parishioners who wish to be a final candidate for the positions available will submit the Reflection sheet to Fr. Greg by May 23, 2024.
3. Father Greg, in consultation with a few members of the Pastoral Council, will choose which candidates meet the present skill and talent needs of the Pastoral Council and will invite those candidates to an informal Q & A session sometime between May 29 - June 7, 2024.

Thank you, again, for your inquiry.

A handwritten signature in black ink, appearing to read "Fr. Greg Esty".

Fr. Greg Esty

Church of St. Genevieve

Parish Mission Statement

As Catholic Christians, we are called to serve as disciples of Jesus Christ and be nourished by scripture, prayer, and the sacraments. We are committed to worship, life-long formation of faith, and serving God in our communities. We depend on the guidance of the Holy Spirit to inspire, encourage, and challenge us. All are welcome as we journey together in faith.

Pastoral Council Mission:

The St. Genevieve Parish Pastoral Council is responsible for the pastoral *vision & ministry* of the parish. The Parish Pastoral Council shall act as an advisory body to the Pastor, to assist him with specific tasks in establishing his goals for the parish, and to support the Pastor in his role as shepherd. The Pastor, as the representative of the Archbishop, has ultimate decision making powers in all parish matters.

Archdiocesan Guidelines I through VI, and VIII:

- Parish Council Meetings Should Always Include Prayerful Reflection.
- The Role of the Parish Pastoral Council Is Essentially Pastoral.
- Parish Pastoral Councils Are Consultative in Nature.
- The Pastor Is to Preside over the Parish Pastoral Council (unless a chair is appointed).
- The Parish Pastoral Council and the Parish Finance Council Are Interdependent
- The Parish Pastoral Council Should Establish those Committees Or Commissions Which Will Directly Assist in the Work of the Parish.

Qualifications & Responsibilities:

- Provide guidance in establishing the pastoral vision and goals.
- Have a passion for our faith community and a strong desire to support the Pastor in his vision for a vibrant faith-filled parish family
- Be reliable to attend monthly meetings, follow through on tasks, give good counsel, and promote the mission of the parish so that all might live out their baptismal call.
- Willingness to work in team setting, maintain confidentiality, share ideas, and serve on special projects & subcommittees.
- Since the council is advisory to the Pastor, conversation is collaborative and recommendations are developed through consensus. Votes are not usually taken by the Pastoral Council.
- Work collaboratively with fellow council members and parish committees to meet the parish's goals and priorities.
- Establish new committees as necessary or requested, and help provide parish groups with guidance in contributing to the established vision and goals.
- Review agendas, minutes from committees, and provide input on topics prior to council meetings.

Meeting Expectations:

- 3-Year Terms, optional to renew once
- Usually held the 2nd Tuesday Evening of the Month from 7:00 – 8:30 P.M.
- In the 2nd Floor Conference Room of the Parish Office or the Hospitality Hall of the PCC
- Approximately 10 Meetings/Year
- The Pastoral Council Chair, in consultation with the Pastor & Business Administrator, establishes the agenda and distributes the document prior to the meeting. Council members provide input on topics for consideration.

 <p>ARCHDIOCESE OF SAINT PAUL & MINNEAPOLIS</p> <p><i>United in Faith, Hope and Love</i></p>	Issued Date: 11/16/18	Last Reviewed Date: 11/16/18	Number: 209	
	Subject: Parish Pastoral Council Requirements			
	Reference: Suggested Constitution and Bylaws Template Attached		Distribution: Posted on website	
	Archbishop Signature: 			

I. Purpose

1983 Code of Canon Law Can. 536 §1. If the diocesan bishop judges it opportune after he has heard the presbyteral council, a pastoral council is to be established in each parish, over which the pastor presides and in which the Christian faithful, together with those who share in pastoral care by virtue of their office in the parish, assist in fostering pastoral activity.

§2. A pastoral council possesses a consultative vote only and is governed by the norms established by the diocesan bishop.

The Parish Pastoral Council participates in the responsibility for pastoral ministry of the Parish. Its purpose and goals are extensive. It should research the needs, ideas, hopes, life and activity of the people of God, so that the whole Parish community can effectively carry out the mission of the Parish and fully participate in the ongoing conversion that is central to its life. The Parish Pastoral Council should constantly evaluate the Parish in its conformity to the Gospel and those constitutive elements of the Gospel that call for understanding the implications of justice. In this sense, the Parish Pastoral Council shares in the decision making process which assists the Pastor and trustees in carrying out the leadership role that is theirs within the Parish.

The Parish Pastoral Council assists the Pastor and trustees in accomplishing these goals by offering counsel to them. This consultative responsibility is rooted in the obligation of all the baptized to pursue the common good of the Church. It is present in the emerging consensus flowing from the combined gifts and multiple experiences of the people of God.

II. Definitions

“Archbishop” means the sitting Archbishop of St. Paul and Minneapolis (or the appointed Apostolic Administrator).

“Archdiocese” means that certain corporate entity formed, maintained and existing under Minnesota Section 315.16 with the Minnesota Business Name: “The Archdiocese of St. Paul and Minneapolis”.

“Parish” means a Parish within the Archdiocese Territory that is Archdiocese-recognized as Catholic.

“Parish Pastoral Council” means the canonical consultative body established in a Parish in accordance with canon 536 of the 1983 Code of Canon Law and the policy of the Archdiocese, which provides

consultation to the Pastor from a cross-section of parishioners to share thoughts and insights in service to the mission of a specific Parish.

“Pastor” means a Parish Pastor or a parochial administrator, as the case may be.

“Trustees” means the two lay members of the parish appointed to serve as members and officers of the parish corporation by the Archbishop, the Vicar General and the pastor or a majority of them.

III. Policy

Each Parish is required to have a constituted and active Parish Pastoral Council to assist and support the Pastor and trustees in their stewardship of Parish resources. Parishes that are clustered (sharing one Pastor while remaining separate legal and canonical entities) may form and maintain one collective Parish Pastoral Council with the approval of the trustees of each individual Parish. A cluster forming one Parish Pastoral Council must have a Constitution and Bylaws as outlined above.

A Parish Pastoral Council must meet at least quarterly. The Parish Pastoral Council must operate in accordance with current Constitution and Bylaws that have been approved by the Archbishop or his designee.

The Parish Pastoral Council remains in place where there is a change in Pastor or Parochial Administrator. A new Pastor or Parochial Administrator must meet within 90 days of his appointment with the Parish Pastoral Council.

A new Pastor or Parochial Administrator who is assigned to a Parish without a Parish Pastoral Council is obligated to form a Parish Pastoral Council within one year of his appointment.

A suggested template for the Constitution and Bylaws of a Parish Pastoral Council is attached to this policy. Parishes are welcome to form and develop their Pastoral Councils to fit the unique needs of the Parish community, provided that the council remains within its scope as defined in canon law, and the Constitution and Bylaws that have been approved.

Members of the Parish Pastoral Council must be current with Essential 3 safe environment requirements of the Archdiocese.

A Pastor wishing to suppress a Parish Pastoral Council should submit a request to the Chancellor of Canonical Affairs that includes a plan to form a new Parish Pastoral Council.



Current Members of the Church of St. Genevieve's Pastoral Parish Council. They welcome questions and would love to talk with you about their experience on the council. Please feel free to contact them.

Chair-

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