

## **Operations of Standing Committees of Pastoral Council And Common Meeting Nights**

The parish pastoral council is the primary parish consultative body, advisory to the pastor and the parish staff that manages the parish. Under the pastoral council are standing committees which should encompass the major pastoral areas of the parish (currently Prayer & Worship, Stewardship, Christian Formation, Human Concerns). All parish events and activities fall under one of the five standing committees; no activity or event should be independent of this connection to the organizational structure.

The common meeting format started in Fall, 2017. The standing committees of pastoral council meet a *minimum* number of times during the year, on these common meeting nights.

A common meeting night helps focus the parish on its core mission, breaks down silos, enhances communication and collaboration, enables parish leaders to pray together, and generates greater energy for the life of the parish.

Committees are encouraged to meet on additional dates if needed but must be present on the common meeting nights. Additional meetings should be scheduled in advance through the parish office, and include an agenda and minutes. The pastor should be copied on communications for additional meetings.

The format of common meeting night is as follows:

- 6:30-6:45 All gather for prayer in church.
- 6:45-8:00 Committees meet individually to conduct planned business in assigned spaces in the parish
- 8:00 All gather in the Griffey Center and each committee provides a three-minute report highlighting areas they are focusing on. This portion of the evening is *most important* as it will reveal common areas of interest and concern, and promote further discussions among committees. Please encourage all members to remain for this brief period.
- 8:15 Departure

Committees should always plan an agenda, and simple minutes should be taken and shared as soon as possible after the meeting.

Thank you for your participation in these committees and attendance at common meeting nights. They hopefully help us to focus on the mission of the Church more effectively and are a key component in assisting healthy decision making.

Spring, 2018