

BY-LAWS OF THE ST. JAMES CATHOLIC CHURCH
BOARD OF DIRECTORS FOR EVANGELIZATION
(Draft)

ARTICLE I ORGANIZATION

The Board of Directors for Evangelization is one of three boards in the parish leadership structure of St. James Catholic Church.

ARTICLE II MISSION

Heeding the call of Jesus to "go out to the whole world and proclaim the Good News," the Saint James Evangelization Board fosters the evangelistic mission of Saint James Catholic Church by nurturing spiritual growth of members of the parish community and members of communities that surround us.

ARTICLE III PURPOSES

The following are the purposes for which the St. James Evangelization Board has been established:

1. To heighten awareness and foster eagerness for the call of all Catholics to Evangelize by developing and overseeing a strategic plan for evangelization.
2. To enhance liturgical life and religious education of the community by inviting each member into full and active participation.
3. To enrich liturgical life and religious education by developing liturgies and programs that invite a broad based participation from those not currently members of Saint James Church.
4. To ensure diversity enhances our community as the Body of Christ and remains a value for Saint James Church.
5. To promote greater understanding and experience of the universality of our church.
6. To promote programs that strengthen an authentic sense of Christian community.
7. To promote a sense of hospitality by welcoming College Students, new residents of the neighborhood, members of our sharing parishes, out of town visitors and other guests to our parish life.

ARTICLE IV BOARD OF DIRECTORS

The business of this organization shall be overseen by a Board of Directors consisting of not more than 15 regular members and two ex-officio members. Subject to attracting qualified candidates, it shall be the goal to maintain at least two positions for representatives from each of the organizations identified in

Article V. It shall be the aim of the board to have at least 1 Alumnus from area colleges represented. The Board will seek to recruit members with relevant professional expertise as identified by the board. The Pastor and the Director of Evangelization of St. James Parish shall serve as ex-officio members.

The initial board of directors will be appointed by the Pastor of St. James Parish. Directors to be chosen for the ensuing years shall be nominated by a board committee formed for such purpose. Candidates shall be approved by a majority vote of the Board of Directors, and presented to the St. James Parish Council for ratification.

The term of office for each director shall be two years. Initially, 8 directors shall be appointed for 2 year terms, and 7 directors shall be appointed for a 1 year term, such that, the terms of office of all directors shall expire on a staggered basis. The normal Term of Office shall begin on September 1st, and end on August 31st. Ex-officio members shall serve on an on-going basis in conjunction with their positions as Pastor and Director of Evangelization.

The following shall be the duties of the Board of Directors:

1. Lead by example of personal commitment to evangelization.
2. Assist St. James in developing long-term evangelization plans.
3. Exercise oversight and accountability for parish resources in order to invite people to Saint James for the purpose of increasing membership.
4. Develop and promote opportunities for St. James Church members to exercise their responsibility to evangelize.
5. Work cooperatively with the other St. James Parish boards.
6. Produce a year end report of parish activities as they relate to evangelization.

At least 4 regular members must be present to have a meeting, and a majority vote by members in attendance is necessary to approve issues brought before the Board. The meetings of the St. James Evangelization Board shall be held regularly on the 2nd Saturday of each month. Meetings will not be scheduled in the months of August and December. Board meeting dates shall be subject to change based upon consensus agreement by Board members. Special meetings of the St. James Evangelization Board may be called by the chair of the pastor with advance notice to each Board member.

Each director shall have one vote.

The Board of Directors may make rules and regulations covering its meetings in accord with these by-laws.

Unexpected vacancies in the Board of Directors shall be filled by a vote of the majority of the remaining members of the Board of Directors for the balance of the year, and are subject to ratification by the St. James Parish Council.

The Board of Directors shall select from its members the following offices for a term of one year:

Chair of the Board
Vice Chair
Secretary

The Chair of the Board shall be responsible for conducting business and shall appoint all committees, temporary or permanent.

The Vice Chair shall be responsible for conducting the business of the Board in the absence of the Chair. It shall be responsibility of the Vice Chair to ensure purposes are being fulfilled by conducting monthly evaluations of the parish's activities as they relate to Article III.

The Secretary shall be responsible for recording and reporting the minutes of Evangelization Board meetings, as well as maintaining official records.

A Director may be removed when sufficient cause exists for such removal. Removal action will be determined by a 2/3 vote of the Board.

ARTICLE V Parish Representation

The Evangelization Board shall strive to maintain representatives from each of the following organizations or groups:

1. College Campus Ministry
2. Archdiocesan Council of Catholic Women
3. Ladies of Peter Claver
4. Choir
5. Young Adults and Alumni
6. Family Ministry and religious education

Article VI Standing Committees

The Evangelization Board is organized around a number of standing committees:

1. Student Involvement Committee
2. Internal Resource Development Committee
3. Education Committee
4. Liturgy Committee
5. Parish Life Committee
6. Salome Scholarship Committee

Committee members are appointed by the Chair. The Chair of each committee shall be a member of the Board of Directors. Appointed members of committees are not required to be Board members.

Special Committees may be created by the Board and are governed by the same rules as the Standing Committees.

ARTICLE VI ORDER OF BUSINESS

1. Opening Prayer
2. Roll Call
3. Review of the Minutes of the preceding meeting
4. Report of the Pastor
5. Report of the Director of Evangelization
6. Old and Unfinished Business
7. Evaluation and review of purposes
8. New Business
9. Adjournment
10. Closing Prayer

ARTICLE VII AMENDMENTS

These By-Laws may be amended by an affirmative vote of not less than 50% of the members of the St. James Evangelization Board and ratification by the St. James Parish Council.

The Board shall review these bylaws every 2 years and edit as needed.