



MOST BLESSED SACRAMENT PARISH

435 HIGH AVENUE
OSHKOSH, WI 54901
920 231-9782

MOST BLESSED SACRAMENT PARISH NOMINATIONS FOR SECRETARY TRUSTEE

Parish Trustees are members of the Parish Corporation Board of Directors and serve as advisors, overseers and councilors, entrusted with assisting the Pastor in caring for the corporate well being of the Parish. They are also members of the Pastoral and Finance Councils enhancing the total parish vision and mission and bring their gifts

of administration to the Parish to provide assistance in the care of temporal matters affected by civil law and human resources of the Parish. Trustees must possess the following qualifications:

- Be parish members, practicing Catholic and at least 25 years of age.
- Have previous experience on Pastoral Council, Finance Council or a Standing Committee.
- Be educated about the position or be willing to attend training from the Diocese.
- Have familiarity with Pastoral Council, Financial Management and Committees Manuals
- Possess traits, qualities and experience to effectively carry out the various duties and responsibilities of position
- Demonstrate commitment to the mission of the parish and passion for building a culture of intentional discipleship at Most Blessed Sacrament Parish.

Note: Parish staff and permanent deacons are not eligible to serve as trustees.

Below is a brief description of the Secretary Trustee duties. Ten registered Parishioners over the age of 18 must support and sign the nomination of a candidate.

Trustee - Secretary: The secretary trustee's particular area of responsibility is that of assisting the pastor/parish director to oversee corporate, non-financial record-keeping at the parish, such as corporate minutes from the Annual Meeting as well as other documents, notices and correspondence. Secretary Trustee helps in the development of parish policies and strategies to address the needs and mission of the parish. The secretary trustee is a member of the parish pastoral council and receives minutes of the finance council. Wisconsin state law requires that the trustee be elected by the members of the congregation. The term of office is two years.

We, the undersigned Parishioners of Most Blessed Sacrament Parish, do support the nomination of _____ as candidate for Parish Treasurer Trustee.

Name/Date _____

Name/Date _____

Name/Date _____

Name/Date _____

Name/Date _____

Name/Date _____

Name/Date _____

Name/Date _____

Name/Date _____

Name/Date _____

**All nominees will be contacted by phone after nominations close.
Please complete and submit forms to the parish office no later than October 19.
Thank you for your nominations!**