



DECREE

I, the Most Reverend Michael J. Sheridan,
by the grace of God and of the Apostolic See,
Bishop of Colorado Springs

having reviewed the Statutes of St. Gabriel the Archangel Parish
dated November 8, 2011;

and

having reviewed the attached Pastoral and Finance Council Statutes
for St. Gabriel the Archangel Parish;

and

having considered the need for stability and consistency at St. Gabriel the Archangel Parish
and throughout the Diocese of Colorado Springs;

Hereby Decree,
in accordance with the Code of Canon Law, that
the Statutes, Pastoral Council Statutes, and Finance Council Statutes
for St. Gabriel the Archangel Parish, attached hereto
are hereby approved and promulgated.

Given at the Chancery this 5th day of December of the Year of the Lord Two Thousand Eleven
Servatis ad hunc de Iure Servandis

Most Reverend Michael J. Sheridan, S.Th.D.
Bishop of Colorado Springs

It is mandated by our Bishop that this decree be registered and published.

Reverend Monsignor Ricardo Coronado-Arrascue
Chancellor



Statutes of the St. Gabriel the Archangel in Colorado Springs

Preamble: These Statutes are binding norms regulating the Parish of St. Gabriel the Archangel in Colorado Springs. Without prejudice to universal law, should any dispute call for an interpretation of these Statutes, the Bishop of the Diocese of Colorado Springs (“Bishop”) shall be the only person who decides the proper meaning of these norms.

Part I: Nature

Article 1: The Parish of St. Gabriel the Archangel is a community of the Christian faithful stably established in the Diocese of Colorado Springs and entrusted to a Pastor (*parochus*) as its proper shepherd (*pastor*) under the authority of the Bishop (canon 515, §1).

Part II: Territory and Membership

Article 1: According to the norm of canon 518, the Parish of St. Gabriel the Archangel is territorial, comprising the following area in the Diocese of Colorado Springs:

N.W. corner: Intersection of North Gate Blvd. and I-25.

North: North Gate Blvd. east to Hwy 83, then south to Shoup Rd, then east to Milam Rd., then south to Old Ranch Rd, then east to Black Forest Rd.

East: Black Forest Rd. from Old Ranch Rd. to Woodmen Rd.

South: Woodmen Rd. from Black Forest Rd. west to Rangewood Dr, north to Briargate Blvd, then west along Briargate Blvd to Kelly Johnson Blvd. and extending west to the AFA boundary (just east of I-25).

West: Eastern boundary of AFA (generally the I-25 corridor), from Kelly Johnson Blvd. on the south to North Gate Blvd.

St. Gabriel the Archangel shares boundaries with St. Peter-Monument, Our Lady of the Pines, and St. Patrick.

Article 2: The Christian faithful, that is, those persons who “have been incorporated in Christ through baptism” (canon 204, §1), having a domicile or quasi-domicile within the territory described in Article 1 above are members of the Parish of St. Gabriel the Archangel (c. 102).

Article 3: The Christian faithful living outside the territory defined in Article 1 above can participate in the life of the Parish of St. Gabriel the Archangel by registering with the parish.

Part III: Government

Title 1: Parish Leadership

Article 1: The Pastor (*parochus*) is the proper shepherd of the Parish of St. Gabriel the Archangel, under the authority of the Bishop (canon 515, §1).

§1: The Pastor, who must be a presbyter, is freely appointed by the Bishop for an undetermined amount of time, without prejudice to canon 682. Stability of the pastor in a given parish is always to be sought.

§2: In the Parish of St. Gabriel the Archangel the Pastor “carries out the functions of teaching, sanctifying, and governing, also with the cooperation of other presbyters or deacons and with the assistance of lay members of the Christian faithful, according to the norm of law” (canon 519)

§3: The Pastor enjoys the rights and duties found in universal and particular law, including those stated in these Statutes.

§4: The Pastor represents the Parish of St. Gabriel the Archangel in all juridical affairs according to the norms of universal and particular law (canon 532).

§5: The Pastor loses this office according to the norm of canon 538.

Article 2: A Parochial Administrator is freely appointed by the Bishop when the office of Pastor of the Parish of St. Gabriel the Archangel becomes vacant or the Pastor is unable to exercise his office (canon 539).

§1: The Parochial Administrator, who must be a priest, possesses the same rights and duties as the Pastor, unless the Bishop determines otherwise (canon 540, §1).

§2: In accordance with canon 540, §2, a Parochial Administrator cannot “do anything which prejudices the rights of the pastor or can harm parochial goods.”

§3: The Parochial administrator is not to alter the status of the church property without first consulting with the Vicar General.

§4: The Parochial administrator does not represent the parish as a juridical person.

Article 3: If the Bishop should decide, because of a lack of priests, that the Parish of St. Gabriel the Archangel be entrusted to a Parish Director, he shall also appoint a “priest, who, provided with the powers and faculties of a pastor, is to direct the pastoral care” (canon 517, §2).

§1: The Parish Director, who can be either a deacon or a lay member of the Christian faithful in full communion with the Catholic Church, is freely appointed by the Bishop for a term established by the Bishop or for an indefinite time or until a priest is available.

§2: If the Bishop has appointed a Parish Director for the Parish of St. Gabriel the Archangel, specific measures in these Statutes requiring the action of the Pastor may be done validly by the Parish Director after consulting or receiving the consent of the canonical pastor or the Bishop as the case may require according to the law.

§3: After hearing the canonical pastor, the Bishop can remove a Parish Director from office.

Title 2: Parish Consultative Bodies

Article 1: The Parish of St. Gabriel the Archangel is to have a Pastoral Council over which the Pastor presides (canon 536, §1).

§1: The Pastoral Council is the principal body under the authority of the Pastor that considers and proposes practical recommendations concerning the pastoral works in the Parish of St. Gabriel the Archangel. Unless otherwise specified, the Pastoral Council is a consultative body. In those cases expressly set forth in these Statutes, the consultation or consent of the Pastoral Council must be sought and received by the Pastor before he can act validly.

§2: The Pastoral Council shall be governed by its own statutes, drawn up in accordance with norms prescribed in universal law, particular law and these Statutes. After the statutes of the Pastoral Council have been approved by the Pastor a copy will be sent to the Vicar General of the Diocese of Diocese of Colorado Springs for the *nihil obstat*.

1°: The statutes of the Pastoral Council shall include prescriptions regarding the Council's size, composition of membership, method of selection, terms of office, leadership, meetings, and committees.

2°: Members may be freely appointed by the Pastor, or by the Parish Director after consultation with the priest or priests mentioned in canon 517, §2.

§3: During a vacancy in the office of Pastor, the Pastoral Council does not cease to function and can be convened by the Parochial Administrator. Upon the appointment of a new Pastor, up to one-half of the current members of the Pastoral Council may be replaced, but only after three months from the new Pastor's appointment. The remaining members may be replaced as the new Pastor determines after six months from the date of his appointment.

Article 2: The Parish of St. Gabriel the Archangel is to have a Finance Council over which the Pastor presides (canon 537).

§1: The Finance Council is a group under the authority of the Pastor that "assists the pastor in the administration of the goods" of St. Gabriel the Archangel (canon 537). Unless otherwise specified, the Finance Council is a consultative body. In those cases expressly set forth later in these Statutes, the consultation or consent of the Finance Council must be sought and received by the Pastor before he can act validly.

§2: The Finance Council shall be governed by its own statutes, drawn up in accordance with norms prescribed in universal law, particular law and these Statutes. After the statutes of the Finance Council have been approved by the Pastor a copy will be sent to the Vicar General who will give the *nihil obstat* after consultation with the Finance Officer.

1º: The statutes of the Finance Council shall include prescriptions to the Council's size, composition of membership, method of selection, terms of office, leadership, meetings, and committees.

2º: Members may be freely appointed by the Pastor, or by the Parish Director after consultation with the priest or priests mentioned in canon 517, §2.

§3: During a vacancy in the office of Pastor, the Finance Council does not cease to function and can be convened by the Parochial Administrator or Parish Director. Upon the appointment of a new Pastor, up to one-half of the current members of the Finance Council may be replaced, but only after three months from the new Pastor's appointment. The remaining members may be replaced as the new Pastor determines after six months from the date of his appointment.

Article 3: If the Parish of St. Gabriel the Archangel operates a school, it is to have a School Advisory Council over which the Pastor presides (canon 537).

§1: The School Advisory Council is a group under the authority of the Pastor that "assists the pastor in the administration of the school" of the St. Gabriel the Archangel (canon 537). Unless otherwise specified, the School Advisory Council is a consultative body. In those cases expressly set forth later in these Statutes, the consultation or consent of the School Advisory Council must be sought and received by the Pastor before he can act validly.

§2: The School Advisory Council shall be governed by its own statutes, drawn up in accordance with norms prescribed in universal law, particular law and these Statutes. After the statutes of the School Advisory Council have been approved by the Pastor a copy will be sent to the Vicar General who will give the *nihil obstat* after consultation with the Superintendent of Catholic Education.

1º: The statutes of the School Advisory Council shall include prescriptions to the Council's size, composition of membership, method of selection, terms of office, leadership, meetings, and committees.

2º: Members may be freely appointed by the Pastor, or by the Parish Director after consultation with the priest or priests mentioned in canon 517, §2.

§3: During a vacancy in the office of Pastor, the School Advisory Council does not cease to function and can be convened by the Parochial Administrator or Parish Director. Upon the appointment of a new Pastor, up to one-half of the current members of the School Advisory Council may be replaced, but only after three months from the new Pastor's appointment. The remaining members may be replaced as the new Pastor determines after six months from the date of his appointment.

Article 4: The Parish of St. Gabriel the Archangel may establish different committees which may report to a Parish Council or over which the Pastor may preside directly to help him administer

the Parish. Examples of such committees include a faith formation committee, a stewardship committee, a liturgy committee, or a social concerns committee.

§ 1: A committee is an advisory group under the authority of a Parish Council or the Pastor directly to assist in carrying out a Parish ministry.

§ 2: A committee shall either be organized and described in the statutes of a Parish Council, or have its own statutes regarding the committee's size, composition of membership, method of selection, terms of office, leadership, and meetings.

§ 3: A committee is to make an annual report to the Pastor or Parish Council.

Part IV: Parish Operations and Administration

Title 1: Teaching Office

Article 1: The Pastor of St. Gabriel the Archangel has the proper and serious duty to provide for the catechesis of the faithful so that their faith becomes living, explicit, and productive through formation in doctrine and experience in Christian living (canon 773).

Article 2: In accord with the norms of canon 777 and particular law, the Pastor shall ensure that the following catechetical needs are met.

§ 1: Suitable catechesis shall be provided for the celebration of the sacraments, including especially the first reception of the sacraments of Penance, Eucharist, and Confirmation.

§ 2: Suitable programs shall be provided so that the faith of young people and adults may be fortified, enlightened, and developed.

Title 2: Sanctifying Office

Article 1: In accord with canon 535, §1, St. Gabriel the Archangel shall have registers for recording the celebration of Baptism, Confirmation, First Communion, Marriage, and Funerals.

§1: It is the responsibility of the Pastor to see that the registers are meticulously maintained and safeguarded.

§2: These registers are to be reviewed annually by the local ordinary or his delegate during the pastoral visitation.

Article 2: Mass stipends which are given to a priest by a member of the Christian faithful for the application of a specific intention are not considered assets of the parish and are to be accounted for separately.

§1: The Pastor is to record "accurately the number of Masses to be celebrated, the intention, the offering given, and their celebration" in a book for this purpose. This

record book is to be reviewed annually by the local ordinary or his delegate during the pastoral visitation (canon 958, §1).

§2: The norms of canons 945–958 pertaining to offerings given for the celebration of Mass must be followed.

Title 3: Governing Office

Article 1: As a public juridic person in the Church (canon 515, §3), St. Gabriel the Archangel has the right to acquire, retain, administer, and alienate ecclesiastical goods in accordance with universal and particular law.

§ 1: The Pastor is the administrator of the ecclesiastical goods belonging to the Parish of St. Gabriel the Archangel. (canon 1279, §1).

§ 2: In addition to the prescriptions stated in these Statutes, all matters concerning the temporal goods of the Parish of St. Gabriel the Archangel shall be governed by universal and particular law.

Article 2: The Christian faithful who are members of St. Gabriel the Archangel have an obligation to support the parish and its mission (canons 222, §1; 1260–1262).

§ 1: Donations given to the Pastor “are presumed to be given to” St. Gabriel the Archangel, unless otherwise specified (canon 1267, §1).

§ 2: Donations that carry a condition on St. Gabriel the Archangel in matters of greater importance cannot be refused except with the permission of the Bishop of the Diocese of Colorado Springs (canon 1267, §2).

§ 3: Donations made to St. Gabriel the Archangel with an extraordinary condition attached can be accepted only after hearing the parish Finance Council and Pastoral Council, and receiving the permission of the Bishop (canon 1267, §2).

§ 4: Donations given by the faithful for a certain purpose can be applied only for that same purpose (canon 1267, §3).

§ 5: Mass stipends belong to the priest who applied the Mass for the intention of the donor (canon 945, §1). Offerings made on the occasion of some priestly service (stole fees) belong to the priest, unless otherwise specified.

§ 6: If a voluntary donation is made, it belongs to St. Gabriel the Archangel, “unless in the case of voluntary offerings the contrary intention of the donor is certain” (canon 531).

Article 3: The Bishop of Diocese of Colorado Springs can prescribe norms for the allocation of donations in accord with the prescriptions of the bishops of the province (canon 1264, 2°).

Article 4: Monies collected by organizations of St. Gabriel the Archangel are subject to the pastor or his delegate for oversight.

Article 5: While the administration of the ecclesiastical goods belonging to St. Gabriel the Archangel pertains to the Pastor, the Bishop of Diocese of Colorado Springs exercises vigilance over all temporal goods belonging to public juridic persons subject to him (canon 1276, §1). To this end, the Bishop of Diocese of Colorado Springs may issue "instructions within the limits of universal and particular law" (canon 1276, §2).

Article 6: Upon his appointment as Pastor of the Parish of St. Gabriel the Archangel, the priest will take an oath before the local ordinary or his delegate that he will administer well and faithfully the goods of the parish (canon 1283, 1°).

§1: The Pastor will "prepare and sign an accurate and clear inventory of immovable property, movable objects, whether precious or of some cultural value, or other goods, with their description and appraisal" (canon 1283, 2°).

§2: This inventory of ecclesiastical goods is to be reviewed annually and updated when there is a change in the patrimony of the parish.

§3: A copy of the completed inventory is to be kept in the parish archives. A second copy is to be sent to the diocesan Finance Officer.

Article 7: As a good householder, all those who administer ecclesiastical goods shall be bound by the prescriptions of canon 1284, namely:

§1: The Pastor shall exercise vigilance so that the goods of the Parish of St. Gabriel the Archangel "are in no way lost or damaged," seeing to it that proper insurance coverage is sought and maintained as appropriate (canon 1284, §2, 1°).

§2: The Pastor shall ensure that the parish ownership of ecclesiastical goods is protected by valid civil means (canon 1284, §2, 2°).

§3: The Pastor shall observe the prescripts of both canon and civil law or those imposed by a founder, a donor, or legitimate authority. He shall be on guard so that no damage comes to the Church from the non-observance of civil laws (canon 1284, §2, 3°).

1°: Unless and to the extent that it is to its own advantage, the St. Gabriel the Archangel is not bound to answer for acts invalidly placed by the Pastor. St. Gabriel the Archangel itself, however, will answer for acts illegitimately but validly placed by the Pastor, without prejudice of its right of action or recourse against the Pastor who has damaged it (canon 1281, §3).

2°: A just penalty is to be imposed on an administrator who violates either the norms of civil law or canon law with regard to the administration of the temporal goods of the St. Gabriel the Archangel (cf. canon 1315).

§4: The Pastor shall “collect the proceeds of goods, rent payments, and income accurately and on time, protect what is collected, and use them according to the intention of the originator or according to legitimate norms” (canon 1284, §2, 4°).

§5: The Pastor shall see that the interest due on loans or mortgages is paid on time and that the principal of the debt is repaid in a timely manner (canon 1284, §2, 5°).

§6: After hearing the parish Finance Council, and with the consent of the Bishop, the Pastor shall invest money which is left over after expenses and can be usefully set aside for the purposes of the parish (canon 1284, §2, 6°) in accordance with Catholic Socially Responsible Investment Guidelines of the USCCB.

§7: The Pastor shall see that well organized books of parish receipts and expenditures are kept (canon 1284, §2, 7°), in accordance with accounting policies and procedures of the Diocese of Colorado Springs.

§8: At the end of each fiscal year, the Pastor shall draw up a financial report of the administration of the parish (canon 1284, §2, 8°).

1°: This report is to be submitted to the Accounting office of the Diocese of Colorado Springs in accordance with the accounting policies and procedures of the Diocese of Colorado Springs (canon 1287, §1).

2°: At least annually, the Pastor shall report to the Christian faithful of the Parish of St. Gabriel the Archangel a written account of the financial status of the parish, including a balance sheet and statement of revenues and expenses (canon 1287, §2).

§9: The Pastor shall “organize correctly and protect in a suitable and proper archive the documents and records on which the property rights of the Church” are founded. Authentic copies of these documents are also to be kept in the archives of the diocesan curia (canon 1284, §2, 9°).

Article 8: The Pastor shall prepare an annual budget of income and expenditures for the parish. After consulting the parish Finance Council, the Pastor shall implement the parish budget (canon 1284, §3).

Article 9: The Pastor shall ensure that the appropriate civil laws are followed in the employment of workers. Employees of the parish shall be given “a just and decent wage” in order to provide for themselves and their families (canon 1286).

Article 10: Three levels of administration mark the limits within which the Pastor can act validly in administering the ecclesiastical goods of the Parish of St. Gabriel the Archangel.

§1: Acts of ordinary administration refer to activities that occur regularly, such as the collection of debts, rents, interest, and dividends; ordinary maintenance of parish buildings, paying salaries, paying taxes, opening a regular checking account, acceptance of ordinary donations; and renting church property for relatively short periods of time. Within the limits of ordinary administration, the Pastor can make appropriate donations from the assets of the parish. He is to determine within the limits of ordinary administration what amount can be given and is encouraged to share these assets especially with the needy (canon 1254, §2). Outside the limits of ordinary administration the Pastor acts invalidly, unless he has first obtained the written faculty from the Bishop (canon 1281, §1) and followed the norms indicated below.

§2: More important acts of administration require, for validity, that the Pastor first consult with the parish Finance Council and Pastoral Council before requesting the written permission from the Bishop. More important acts of administration include the following:

1°: Accepting an offering made to the Pastor or to the St. Gabriel the Archangel with an extraordinary condition attached (canon 1267, §2).

2°: Establishing other checking, savings, or brokerage accounts.

3°: Leasing parish property when the annual lease income is less than the minimum amount set by the United States Conference of Catholic Bishops (see also canon 1298).

4°: Selecting an auditor.

5°: Choosing an attorney of record to represent the parish.

§3: Acts of extraordinary administration require, for validity, that the Pastor first receive the consent of the parish Finance Council and Pastoral Council before requesting the written permission from the Bishop. Extraordinary acts of administration include the following:

1°: Purchasing immovable property.

2°: Accepting gifts or bequests of real property.

3°: Building, tearing down, rebuilding or renovating any parish building or making extraordinary repairs on them.

4°: Establishing endowments or foundations.

5°: Beginning a capital campaign.

6°: Purchasing land to establish a cemetery.

7°: Leasing parish property when the annual lease income exceeds the minimum amount set by the United States Conference of Catholic Bishops or whose value exceeds the minimum amount and whose terms exceeds nine years.

8°: Establishing or suppressing any parochial establishment, including owning or operating a business.

9°: Establishing any partnerships, joint ventures, mergers, or legal alliances with any entity or person.

10°: Commencing or eliminating insurance or employee benefits programs.

§4: In addition to the specific acts of more important and extraordinary administration denoted above, the following norm shall govern acts of administration concerning spending in the aggregate for capital purchases, leases, and contracts.

1°: Expenditures up to \$15,000.00 are considered as acts of ordinary administration.

2°: Expenditures between \$15,000.01 and \$25,000.00 require the Pastor to consult the parish Finance Council before acting validly.

3°: Expenditures between \$25,000.01 and \$50,000.00 require the Pastor to receive the consent of the parish Finance Council and Pastoral Council before acting validly.

4°: Expenditures in excess of \$50,000.00 require the Pastor to receive the consent of the parish Finance Council and Pastoral Council and receiving written permission from the Bishop prior to acting validly.

Article 11: The Pastor is permitted to grant a license, or written permission to an individual or group, for the non-exclusive use of parish facilities, according to the following conditions:

§1: For a one-time use, the Pastor is free to grant a license as he sees fit. Before granting a license for one-time use of a sacred place that is “not contrary to holiness of the place,” the Pastor is to receive the permission of the Bishop (canon 1210).

§2: Before granting a license for the habitual use of parish facilities, the Pastor is first to consult the parish Pastoral Council and Finance Council. If the license for habitual use concerns a sacred place, the permission of the Bishop or his delegate is also required.

§3: Prior to granting any license, the Pastor must ensure that appropriate insurance has been provided for.

Article 12: The Pastor is “neither to initiate nor to contest litigation in a civil forum in the name

of St. Gabriel the Archangel without consulting the parish Finance Council and Pastoral Council and receiving the written consent of the Bishop (canon 1288).

Article 13: In the administration of the St. Gabriel the Archangel, the Pastor will follow the policies stated in all the diocesan policy manuals and directives.

Article 14: Negligence is the failure to act as a reasonably prudent person would act in like circumstances in the administration of the parish or an unwillingness to exercise reasonable care in the administration leading to an injury or persons or damage to property. Negligence includes the following:

§1: The use of property, assets or money for purposes which are not of benefit or which are detrimental to the parish.

§2: Transactions outside the scope of the Pastor's authority or without proper consultation with the appropriate parochial councils or proper approval of the diocesan bishop.

§3: Failure to comply with norms, policies, and programs offered by those offices and persons delegated by the diocesan bishop to assist in the financial, business, and professional operations of the parish.

§4: Holding oneself out to third parties with implied authority to transact business beyond the actual authority granted by universal or particular law or these Statutes.

Article 15: The Pastor acts invalidly in alienating ecclesiastical goods of the stable patrimony of the St. Gabriel the Archangel without first hearing of the parish Pastoral Council and Finance Council, and the subsequent written permission of the Bishop of Diocese of Colorado Springs (canon 1291).

§1: Acts of alienation include the following:

1°: The sale, exchange, mortgage, or divestiture of immovable church property, or its subjection to any other servitude or burden.

2°: The sale, exchange, mortgage, or divestiture of objects of art, historical documents or movable property of great importance, or goods given to the Church by vow.

Article 16: In the alienation of ecclesiastical goods of the stable patrimony of the Parish of St. Gabriel the Archangel above the minimum amount defined by the conference of bishops, the procedure prescribed by canons 1292–1294 in the Code of Canon Law shall be followed.

Article 17: The Pastor shall have the authority to alienate validly the non-patrimonial assets of the St. Gabriel the Archangel according to the process specified in Title 3, Article 10, § 4 above.

Article 18: For any transaction that can worsen the patrimonial condition of the Parish of St. Gabriel the Archangel, the Pastor shall observe the procedure prescribed by canons 1292–1294 in the Code of Canon Law (canon 1295), e.g., borrowing or loaning money or entering into onerous contracts.

Article 19: “Whenever ecclesiastical goods have been alienated without the required canonical formalities but the alienation is erroneously deemed valid civilly, it is for the Bishop, after having considered everything thoroughly, to decide whether and what type of action, namely, personal or real, is to be instituted by whom and against whom in order to vindicate the rights of the Church” (canon 1296).

Article 20 “A person who alienates ecclesiastical goods without the prescribed permission is to be punished with a just penalty” (canon 1377).

Part IV: Union, Division, or Extinction of the Parish of St. Gabriel the Archangel

Should the Bishop modify or alter the Parish of St. Gabriel the Archangel in accord with canon 515, §2, the patrimonial goods of the parish—including all assets and liabilities—shall be joined, divided, or allocated according to the norms of canons 121–123 respectively, after hearing the presbyteral council according to canon 515 § 2.

Part V: Amendments

Article 1: Amendments to these Statutes may be proposed in writing to the Bishop by the Pastor of the Parish of St. Gabriel the Archangel after consulting with the parish Pastoral Council.

§1: At his discretion, the Bishop may consult with the diocesan Finance Council and hearing Presbyteral Council before making a decision on whether or not to approve the proposed amendment.

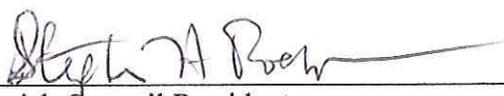
§2: The approval of any amendment to these Statutes by the Bishop shall be promulgated by an episcopal decree.

Article 2: The Bishop may at any time amend or replace these Statutes of the Parish of St. Gabriel the Archangel on his own initiative in accord with the Code of Canon Law, after consulting with the presbyteral council.

These Statutes of the St. Gabriel the Archangel shall become effective immediately, any previous statutes, norms, or customs notwithstanding. These Statutes are subject to the provisions stated in the Code of Canon Law and other universal law as well as particular law promulgated by the Bishop of Diocese of Colorado Springs and the United States Conference of Catholic Bishops for the dioceses in the United States.



Pastor

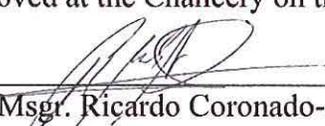


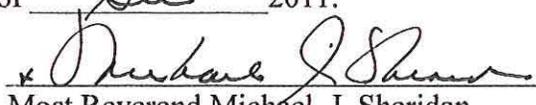
Parish Council President
11/8/11

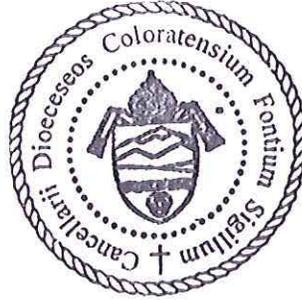
Date

Date

Approved at the Chancery on this 5 day of Dec. 2011.


Rev. Msgr. Ricardo Coronado-Arrascue, JCD
Chancellor


Most Reverend Michael J. Sheridan
Bishop of Colorado Springs



PASTORAL COUNCIL STATUTES
ST. GABRIEL THE ARCHANGEL PARISH
DIOCESE OF COLORADO SPRINGS

PREAMBLE

The Pastor of St. Gabriel the Archangel Parish, in communion with the clergy and laity of the Parish and under the authority of the Bishop of the Diocese of Colorado Springs share in the mission of the Church: to proclaim the Kingdom of God and to build up the Body of Christ.

The Pastoral Council of St. Gabriel the Archangel Parish will be a place for mutual, open reflection and dialogue between the Pastor, his clergy, and the religious and laity of the Parish, in order that the pastoral welfare of the People of God may be promoted through the Parish as effectively as possible (cf. Canons 529, 536).

ARTICLE 1
Nature and Ends (Canon 95)

- A. The Pastoral Council of St. Gabriel the Archangel Parish, hereafter called "the Council," is the institution which, by virtue of these statutes, functions to aid the Pastor by advising him and assisting in the pastoral care of the Parish and fostering pastoral activity. (Canon 536).
- B. The Council has only a consultative role, unless otherwise prescribed by the parish statutes.
- C. The Council shall address matters presented in the agenda, previously approved by the Pastor. These matters can be proposed by any of its members or parishioners, but must be accepted by the Pastor. The Council must be notified of all matters to be addressed by means of an agenda sent out 15 days prior to the Council meeting.

ARTICLE 2
Membership

- A. The Council shall consist of an odd number of no less than five and no more than thirteen individuals.
1. The following individuals shall be ex-officio members of the Council: the Pastor (as head of the Council) and any clergy assigned to the Parish by the Bishop.
 2. The Pastor may appoint additional members to the Council. Each member shall be a registered member of the Parish with recognized skills and abilities suited to fulfill the functions of the Council. Members of the Council shall be Catholics in good standing.
 3. Membership ceases when an individual:
 - a. ceases to hold the required position to be an ex-officio member;
 - b. completes a three-year term;
 - c. fails to fulfill the member's duties as determined by the Pastor;
 - d. submits a letter of resignation, which is accepted by the Pastor; or
 - e. abandons the Catholic faith or does not live it out.
- B. Members may be re-appointed for no more than one additional, consecutive three-year period.
- C. The term "year" shall mean the period commencing with the beginning of the fiscal year on July 1 and ending with the adjournment of the Council meeting the following July.
- D. If a vacancy occurs at any time, the Pastor may fill the vacancy.

ARTICLE 5
Duties of the Officers

- A. The Pastor shall have the right to call meetings of the Council, to preside over the Council, to determine the questions to be treated by it, and to receive proposals from its members, to accept or reject the results of the Council's deliberations, and to promulgate decisions deriving therefrom.
- B. The chairperson shall conduct the meetings. The vice-chairperson shall replace the chairperson in the chairperson's absence or at the chairperson's request. The secretary shall be responsible for reviewing, verifying, and distributing the minutes of the Council meetings, as well as receiving the minutes of any committee meetings.

ARTICLE 6
Committees of the Council

- A. There shall be an Executive Committee consisting of the Pastor and the officers of the Council. The Executive Committee shall prepare the meeting agendas.
- B. Other standing or ad-hoc committees (Liturgy Committees, Faith Formation Committees, etc.) may be appointed when the need arises by the chairman with the approval of the Council as to their function and membership. The chairman of any committee shall be chosen from the members of the Council.
- C. Committee members may include any number of clergy, lay people, or religious from the parish. Committee member shall have the rights and duties specified by the Council. These members shall be appointed by the chairman and confirmed by the Council.
- D. Committees other than the Executive Committee may be dissolved at any time by the Pastor or a majority vote of the Council.

ARTICLE 7
Meetings

- A. Meetings of the Council shall ordinarily be held at least quarterly (January, April, July, and October).
- B. Special meetings may be convened by the Pastor or by the chairperson if delegated by the Pastor, and provided there is ample time for the notification of members.
- C. Unless otherwise stated, a simple majority vote of a quorum is required to pass a motion. A majority of the total membership of the Council shall constitute a quorum.
- D. The regular meetings of the Council are open to any parishioner.

ARTICLE 8
Finances

- A. Neither the Council nor any of its Committees shall own or operate any separate bank accounts or handle monetary transactions.

- B. All funds raised by the Council or any of its Committees shall be tracked on the financial books of the Parish and comply at all times with the fiscal policies set forth in the Parish Accounting Manual.

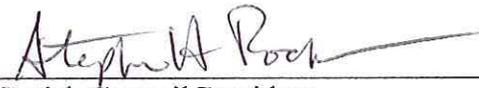
ARTICLE 9
Amendments

- A. These statutes may be amended by a two-thirds vote of the Council, provided that the amendment has been submitted in writing at the previous meeting of the Council, and has the approval of the Pastor.

- B. The Bishop must approve any amendments to these statutes before they become effective.



Pastor



Parish Council President

Date

Date

Approved at the Chancery on this _____ day of _____ 2011.

Rev. Msgr. Ricardo Coronado-Arrascue, JCD
Chancellor

Most Reverend Michael. J. Sheridan
Bishop of Colorado Springs

ARTICLE 3
Rights, Duties, and Competence of Members

- A. Members of the Council have the right of voice and vote. Members of the Council will always vote according to their individual consciences and expertise, and not as mere spokespersons for any groups or associations.
- B. Members of the Council have the duty to attend the Council's meetings and to address all matters brought to the Council by the Pastor.
- C. No Council meeting may be held unless at least a simple majority of the members are present.
- D. Any member of the Council may propose in writing matters to be addressed by the Council. These matters shall be addressed only with the approval of the Pastor and included in the agenda.
- E. The Council is competent to address all matters that concern the pastoral wellbeing of the parish, with the exception of those that, according to the law, should be treated through another forum.

ARTICLE 4
Officers of the Council

- A. The officers of the Council shall be the president (the Pastor, ex officio), the chairperson, the vice-chairperson, and the secretary. The chairperson, vice-chairperson, and secretary shall be elected annually by the Council membership from among their own number. Officers shall be elected at the July meeting. The newly elected officers will assume their roles immediately upon election.
- B. Officers shall serve for one year and are eligible for re-election for one additional year in the same office.
- C. Vacancies in office shall be filled through election by the members of the Council at the next regular meeting.
- D. Elections shall be by written ballot by those present. Voting shall proceed in the following order: chairperson, vice-chairperson, and secretary.
- E. Officers shall be elected by a simple majority of those voting.

FINANCE COUNCIL STATUTES
ST. GABRIEL THE ARCHANGEL PARISH
DIOCESE OF COLORADO SPRINGS

PREAMBLE

The Pastor of St. Gabriel the Archangel Parish, in communion with the clergy and laity of the Parish and under the authority of the Bishop of the Diocese of Colorado Springs share in the mission of the Church: to proclaim the Kingdom of God and to build up the Body of Christ.

The Finance Council of St. Gabriel the Archangel Parish will be a place for mutual, open reflection and dialogue between the Pastor, his clergy, and the religious and laity of the Parish, in order that the administration of Parish goods may take place as effectively as possible (cf. Canons 529, 537).

ARTICLE 1
Nature and Ends (Canon 95)

- A. The Finance Council of St. Gabriel the Archangel Parish, hereafter called “the Council,” is the institution which, by virtue of these statutes, functions to aid the Pastor by advising him and assisting in the administration of the Parish goods. (Canon 537).
- B. The Council has only a consultative role, unless otherwise prescribed by the parish statutes.
- C. The Council shall address matters presented in the agenda, previously approved by the Pastor. These matters can be proposed by any of its members or parishioners, but must be accepted by the Pastor. The Council must be notified of all matters to be addressed by means of an agenda sent out 15 days prior to the Council meeting.

ARTICLE 2
Membership

- A. The Council shall consist of an odd number of no less than five and no more than thirteen individuals.
1. The following individuals shall be ex-officio members of the Council: the Pastor (as head of the Council) and any clergy assigned to the Parish by the Bishop.
 2. The Pastor may appoint additional members to the Council. Each member shall be a registered member of the Parish with recognized skills and abilities suited to fulfill the functions of the Council. Members of the Council shall be Catholics in good standing.
 3. Membership ceases when an individual:
 - a. ceases to hold the required position to be an ex-officio member;
 - b. completes a three-year term;
 - c. fails to fulfill the member’s duties as determined by the Pastor;
 - d. submits a letter of resignation, which is accepted by the Pastor; or
 - e. abandons the Catholic faith or does not live it out.
- B. Members may be re-appointed for no more than one additional, consecutive three-year period.
- C. The term “year” shall mean the period commencing with the beginning of the fiscal year on July 1 and ending with the adjournment of the Council meeting the following July.
- D. If a vacancy occurs at any time, the Pastor may fill the vacancy.

ARTICLE 3
Rights, Duties, and Competence of Members

- A. Members of the Council have the right of voice and vote. Members of the Council will always vote according to their individual consciences and expertise, and not as mere spokespersons for any groups or associations.
- B. Members of the Council have the duty to attend the Council's meetings and to address all matters brought to the Council by the Pastor.
- C. No Council meeting may be held unless at least a simple majority of the members are present.
- D. Any member of the Council may propose in writing matters to be addressed by the Council. These matters shall be addressed only with the approval of the Pastor and included in the agenda.
- E. The Council is competent to address all matters that concern the financial wellbeing of the parish, with the exception of those that, according to the law, should be treated through another forum.

ARTICLE 4
Officers of the Council

- A. The officers of the Council shall be the president (the Pastor, ex officio), the chairperson, the vice-chairperson, and the secretary. The chairperson, vice-chairperson, and secretary shall be elected annually by the Council membership from among their own number. Officers shall be elected at the July meeting. The newly elected officers will assume their roles immediately upon election.
- B. Officers shall serve for one year and are eligible for re-election for one additional year in the same office.
- C. Vacancies in office shall be filled through election by the members of the Council at the next regular meeting.
- D. Elections shall be by written ballot by those present. Voting shall proceed in the following order: chairperson, vice-chairperson, and secretary.
- E. Officers shall be elected by a simple majority of those voting.

ARTICLE 5
Duties of the Officers

- A. The Pastor shall have the right to call meetings of the Council, to preside over the Council, to determine the questions to be treated by it, and to receive proposals from its members, to accept or reject the results of the Council's deliberations, and to promulgate decisions deriving therefrom.
- B. The chairperson shall conduct the meetings. The vice-chairperson shall replace the chairperson in the chairperson's absence or at the chairperson's request. The secretary shall be responsible for reviewing, verifying, and distributing the minutes of the Council meetings, as well as receiving the minutes of any committee meetings.

ARTICLE 6
Committees of the Council

- A. There shall be an Executive Committee consisting of the Pastor and the officers of the Council. The Executive Committee shall prepare the meeting agendas.
- B. Other standing or ad-hoc committees (Capital Campaign Committees, Stewardship Committees, Building Committees, etc.) may be appointed when the need arises by the chairman with the approval of the Council as to their function and membership. The chairman of any committee shall be chosen from the members of the Council.
- C. Committee members may include any number of clergy, lay people, or religious from the parish. Committee member shall have the rights and duties specified by the Council. These members shall be appointed by the chairman and confirmed by the Council.
- D. Committees other than the Executive Committee may be dissolved at any time by the Pastor or a majority vote of the Council.

ARTICLE 7
Meetings

- A. Meetings of the Council shall ordinarily be held at least quarterly (January, April, July, and October).
- B. Special meetings may be convened by the Pastor or by the chairperson if delegated by the Pastor, and provided there is ample time for the notification of members.
- C. Unless otherwise stated, a simple majority vote of a quorum is required to pass a motion. A majority of the total membership of the Council shall constitute a quorum.
- D. The regular meetings of the Council are open to any parishioner.

ARTICLE 8
Finances

A. Neither the Council nor any of its Committees shall own or operate any separate bank accounts or handle monetary transactions.

B. All funds raised by the Council or any of its Committees shall be tracked on the financial books of the Parish and comply at all times with the fiscal policies set forth in the Parish Accounting Manual.

ARTICLE 9
Amendments

A. These statutes may be amended by a two-thirds vote of the Council, provided that the amendment has been submitted in writing at the previous meeting of the Council, and has the approval of the Pastor.

B. The Bishop must approve any amendments to these statutes before they become effective.

Rev. Christopher Manning
Pastor

Thomas A. Keenan
Finance Council President

Date

6 NOV 2011
Date

Approved at the Chancery on this _____ day of _____ 2011.

Rev. Msgr. Ricardo Coronado-Arrascue, JCD
Chancellor

Most Reverend Michael J. Sheridan
Bishop of Colorado Springs