

Policies of St. John the Baptist Parish's Pastoral Council
(Developed since January 2014; updated December 4, 2015.)

- *When the parish staff have any questions regarding how to apply these policies of the parish, they are asked to consult with the Chairperson of the Pastoral Council and the Pastor.*

Catholic School Board fundraisers, which are approved by the principals, can take place in the parish. The events can be booked through the parish Office Coordinator, in accordance with the parish's booking policies. *(Jan. 21, 2014 Pastoral Council meeting. Wording was updated Dec. 4, 2015.)*

Events that are not directly related to our parish are to be brought to the attention of Pastoral Council before going to the parish office. *(Apr. 22, 2014 Pastoral Council meeting.)*

Presentations (e.g., Soc. Just., D & P, K of C, CWL, School Board, etc.) are to take place as **part of the announcements before Mass**. The presentation will be considered as the last announcement - i.e., just before the Mass intention and the Stewardship Prayer. *(May 20, 2014 Pastoral Council meeting.)*

Events that are not directly related to sacrament preparation must go through the parish's booking procedures. The organizers of the event are to call the parish Office Coordinator. *(Oct. 21, 2014 Pastoral Council meeting. Wording was updated Dec. 4, 2015.)*

Any special fundraising (outside the regular parish's and diocesan approved collections), must receive the formal written approval of the Archbishop's Office before they can be processed through the parish's financial books. We can share information with parishioners; however, we cannot collect monies for other outside organizations without the formal written approval of the Archbishop's Office. *(Oct. 21, 2014 Pastoral Council meeting.)*

Parish organizations may sell tickets in the auditorium following Mass (with a prior announcement before Mass) upon approval of the Pastoral Council. *(Apr. 21, 2015 Pastoral Council meeting.)*

Tickets are not sold through the Parish Office for any event. *(May 19, 2015 Pastoral Council meeting.)*

Fundraising events, for local people in serious and legitimate need, and in which the funds go to the person (who is in need) in the local community, may be advertised through the parish bulletin only. The event must be respectful of the teachings of the Catholic Church. No funds are to be collected through the parish. *(May 19, 2015 Pastoral Council meeting.)*

Fundraising events, for people in serious and legitimate need, in which the funds are directed to assist people outside the local community, must receive the approval of the Chairperson of Pastoral Council and the Pastor before the event can be advertised in the parish bulletin. The event must be respectful of the teachings of the Catholic Church. No funds are to be collected through the parish. *(May 19, 2015 Pastoral Council meeting.)*

Bulletin Guidelines

The bulletin has limited space. Therefore, in order to provide greater focus for parish events, and to enable the use of larger print for easier reading, the bulletin was simplified.

The parish bulletin is used primarily for parish (including Catholic Schools) and Archdiocesan information. When appropriate, information is included from the Ministerial Association (e.g., Lenten Lunches, Food Bank, Warm Welcome, Christian Unity Services, etc.).

When something is unable to be included in the bulletin, it is recommended that people consider using the bulletin boards set aside for community use.

Additional guidance is provided by the Parish Policies document.

When needed, the pastor is consulted to determine how specific requests are to be handled.

People are encouraged to check the website of the Archdiocese of Regina (<https://archregina.sk.ca>) for additional information and events throughout the year.