

Palos Alto

3/8 GPT PAS

ITEMS TO CHECK BEFORE RATIFICATION OF NEWLY ELECTED PARISH COUNCIL MEMBERS

- ✓ 1. Legality of the meeting (quorum). *1/3 Majority - ok*
- 2. Copies of:
  - ✓ a) notice of meeting (with mailing date). *NO!*
  - ✓ b) Agenda
  - NO* c) Ballot sheets with received ballots for:
    - 1. Officers of the assembly
    - 2. Parish Council
    - 3. Auditing Committee
    - 4. Nominating Committee
    - 5. Diocesan Delegates
- 3. Report form submitted by Diocese with signatures. *NO Signatures!*
- 4. Reports presented to Parish Assembly:
  - ✓ a) Pastor's Report
  - NO* b) Parish Council's Report - *signed*
  - NO* c) Committee's reports
- 5. Financial Report - *NO signatures*
- ✓ 6. Minutes of the Parish Assembly - *should be signed by President & As. Clergy.*
- ✓ 7. Have assessments been paid? *NOT just Secretary*
- 8. Have 1982 assessment figures been included in the budget? - *NO Budget*
- ✓ 9. Certification of newly elected Diocesan Delegates
- ✓ 10. Clergy Stipend
- 11. How was Ballot
- 12. Page 9 - *not signed*