

St. Mary - Wash. DC.

ITEMS TO CHECK BEFORE RATIFICATION OF NEWLY ELECTED PARISH COUNCIL MEMBERS

- ✓ 1. Legality of the meeting (quorum).
2. Copies of:
 - ✓ a) notice of meeting (with mailing date). *No!!*
 - ✓ b) Agenda
 - ✓ c) Ballot sheets with received ballots for:
 - ✓ 1. Officers of the assembly - *not on sheet*
 - ✓ 2. Parish Council
 - ✓ 3. Auditing Committee
 - ✓ 4. Nominating Committee
 - ✓ 5. Diocesan Delegates
- ✓ 3. Report form submitted by Diocese with signatures.
→ Page 9 Not Signed by all officers
4. Reports presented to Parish Assembly:
 - ✓ a) Pastor's Report - *not signed*
 - ✓ b) Parish Council's Report - *not signed by PC officers*
 - ✓ c) Committee's reports
5. Financial Report
- ✓ 6. Minutes of the Parish Assembly
- ✓ 7. Have assessments been paid?
- ✓ 8. Have 1982 assessment figures been included in the budget?
- ~~9. Certification of newly elected Diocesan Delegates~~
- ✓ 10. Clergy Stipend