

Mareda Association Constitution

MISSION STATEMENT

The members of Mareda, an independent association of catechetical leaders in the Archdiocese of Milwaukee, affirm our role with the people of God and recognize ourselves as sharers in the ministry of Jesus Christ in the Catholic tradition. We commit ourselves to mutual support, professional development, and working cooperatively with other professional ministry associations.

ARTICLE 1: NAME AND DEFINITIONS

Section One:

The name of this organization is Mareda, an independent association of catechetical leaders in the Archdiocese of Milwaukee (formerly Milwaukee Area Religious Education Directors Association).

Section Two:

For the purpose of this constitution, the term "catechetical leader" includes those persons directing or coordinating, in a professional capacity, whether paid or unpaid, any aspect of catechesis/religious education/formation of children, youth and adults in a parish/cluster, institution, or central offices of the Archdiocese.

Section Three:

The members of this association define catechetical ministry as a process of putting people in touch, but also in communion and intimacy with Jesus Christ. (GDC #80) This is accomplished through promoting knowledge of the faith; liturgical education; moral formation; teaching to pray; education for community life; and missionary invitation. (GDC #85 & 86) Catechetical ministry is inspired by the manner in which Jesus formed his disciples. (GDC #84)

ARTICLE II: PURPOSE AND OBJECTIVES

Section One:

Mareda functions in cooperation with the Archdiocese of Milwaukee, to foster professional growth and excellence among its members for the ministry of catechesis.

Section Two:

Mareda has the following objectives, but is not restricted to these:

- a. Provide mutual support
- b. Promote professional development

- c. Explore current trends
- d. Work cooperatively on issues affecting catechetics
- e. Work cooperatively on issues affecting catechetical leaders
- f. Participate actively in any statewide and national organizations.

ARTICLE III: MEMBERSHIP

Section One:

Qualifications: Any person who directs or coordinates, in a professional capacity, (full or part time, paid or volunteer) any aspect of catechesis/religious education/formation, whether for children, youth or adults, in a parish/cluster, institution or an office of the Archdiocese is eligible for membership.

Section Two:

Members are those who pay the annual membership fee for Mareda. A portion of that fee may go to a statewide organization.

Section Three:

Associate membership in Mareda is open to those persons in training as catechetical leaders who are not currently under contract or those who have retired from the field of catechetics. Associate membership is constituted by payment of the designated membership fee.

Section Four:

Honorary membership is open to any person who is or has been directly involved in any aspect of catechetical leadership within the Archdiocese of Milwaukee. Such membership is determined by application or granted as a result of meritorious service. It is conferred on anyone who has been recommended by the general membership and approved by the Board.

Section Five:

The membership year begins July 1 and continues until October 1 of the following year.

ARTICLE IV: GENERAL MEMBERSHIP MEETINGS

Section One:

There are at least three general membership meetings of Mareda each year. These meetings include prayer, enrichment, and the transaction of business, if necessary.

Section Two:

Consensus is the usual method for decision-making. If a decision cannot be resolved through consensus, a simple majority vote of those present is sufficient to enact any proposal, except where this constitution specify otherwise.

ARTICLE V: BOARD STRUCTURE

Section One:

The Board represents the membership. It consists of nine members selected from the general membership. Ex-officio members include chairpersons of Mareda ad hoc committees, and one to three liaisons from the Archdiocesan central offices.

Section Two:

The Board represents the membership and oversees the work of the association in conjunction with the membership.

Section Three:

The Board meets at least six times in a fiscal year.

Section Four:

A quorum consists of a simple majority of elected Board members.

Section Five:

Consensus is the usual method for decision-making. If an issue cannot be resolved through consensus a simple majority vote of those present is sufficient to enact any proposal, except where this constitution or its bylaws specify otherwise.

Section Six:

Ad hoc committees will:

- a. Be created to fill a particular need, at the suggestion of the general membership and/or the discretion of the Board.
- b. Have a chair, who serves as an ex-officio member of the Board.
- c. Have a Board member as a liaison.
- d. Be accountable to the Board.
- e. Be open to all members of Mareda.

ARTICLE VI: OFFICERS AND THEIR DUTIES

Section One:

The officers of Mareda perform the duties defined in this constitution. Any Mareda member is eligible for any office.

Section Two:

The Chair:

- a. Chairs the Board and general membership meetings.
- b. Serves as a liaison to the Archdiocese on behalf of the members when needed.
- c. Establishes and maintains contact with other professional ministry associations.
- d. Assists in the development of board meeting agendas.
- e. Performs other duties as the association or Board directs.

Section Three:

The Vice-Chair:

- a. Works cooperatively with the chair.
- b. Assumes responsibilities of the chair in the chair's absence.
- c. Assists in the development of board meeting agendas.
- d. Serves as the liaison to the Programming Committee.
- e. Performs other duties as the association or Board directs.

Section Four:

The Recording Secretary:

- a. Sends correspondence regarding Board and general membership meetings.
- b. Records and preserves the minutes of Mareda, general membership and Board meetings.
- c. Keeps a record of attendance at meetings.
- d. Works in cooperation with the Membership Secretary.
- e. Assists in the development of board meeting agendas.
- f. Performs other duties as the association or Board directs.

Section Five:

The Membership Secretary:

- a. Receives all membership fees and program registrations.
- b. Keeps a current record of the membership.
- c. Provides name tags and other printed materials for general membership meetings.
- d. Works in cooperation with the Recording Secretary and the Treasurer.
- e. Performs other duties as the association or Board directs.

Section Six:

The Treasurer:

- a. Is responsible for the collection, deposit and disbursement of all Mareda funds.
- b. Keeps financial records, presenting a written financial report at general membership meetings.
- c. Develops an annual budget.
- d. Performs other duties as the association or Board directs.

ARTICLE VII: BOARD MEMBERS

Section One:

The Board members of Mareda perform the duties defined in this constitution. Any Mareda member is eligible for any position.

Section Two:

Two At-large Members:

- a. Participate in Mareda Board meetings.
- b. Serve as representation to statewide and national organizations as appropriate.
- c. Perform other duties as the association or Board directs.

Section Three:

Webmaster

- a. Participates in Mareda Board meetings.
- b. Maintains and updates the Mareda webpage and any social media platforms.
- c. Performs other duties as the association or Board directs.

Section Four:

Communication Coordinator

- a. Participates in Mareda Board meetings.
- b. Ensures timely communication of all Mareda events.
- c. Organizes promotion of Mareda program days.
- d. Performs other duties as the association or Board directs.

Section Five:

Liaisons from the Archdiocesan central offices:

- a. Are ex-officio, non-voting participants of the Board.
- b. Ensure communication between the Archdiocese and the general membership and Mareda Board.

Section Six:

Chairpersons of ad hoc committees:

- a. Are ex-officio, non-voting participants of the Board.
- b. Report to the general membership and Board the activity of their committees.

ARTICLE VIII: TERMS OF OFFICE

Section One:

Three Board members will be discerned/elected each year, for a three-year term and may be re-elected for no more than two consecutive terms.

Section Two:

Officers of the Board are discerned/elected for a one-year term, and may be re-elected to the same office for no more than three consecutive terms.

Section Three:

The Board will decide from the Board members who will hold officer positions as defined in this constitution. This decision will be made at the first Board meeting following the election of members.

Section Four:

Board members' terms begin and end at the May meeting.

ARTICLE IX: NOMINATIONS AND SELECTIONS

Section One:

The process of nomination and selection of Board members is the responsibility of the Board.

Section Two:

A nomination committee is appointed by the chair no later than January 31. The nomination committee consists of three active members of Mareda including at least one member of the Board.

Section Three:

The slate of nominees must be presented to the general membership no later than March 1.

Section Four:

Selection, by discernment, occurs at the next general membership meeting.

Section Five:

Every member of Mareda is eligible to participate in the selection process for Board members at an annual general membership meeting.

Section Six:

Members, present or absent at the time of the nomination, must give their consent for nomination to the Board.

Section Seven:

In case of vacancy in the position of the Chair, the Vice-chair assumes this office. In case of any other vacancy on the Board, a special selection process will be held to fill the position that was vacated at the general membership meeting following notification of the vacancy. The Board will decide how to fill vacant officer positions.

Section Eight:

Newly selected Board members assume duties at the May meeting.

ARTICLE X: FISCAL YEAR

Section One:

The fiscal year is July 1 to June 30.

Section Two:

All funds received by Mareda will be credited to Mareda and placed in depositories approved by the Board.

Section Three:

The budget will be reviewed and approved by the general membership at an annual meeting.

ARTICLE XI: AMENDMENTS

This constitution may be altered, amended or repealed at a general membership meeting by a two-thirds vote of the members present, provided the proposed action and an explanation of such action is included in the agenda of the meeting.

ARTICLE XII: DISSOLUTION OR SALE OF ASSETS

A two-thirds vote of the membership shall be required to sell or mortgage assets of Mareda not in the regular course of business or to dissolve Mareda. Upon dissolution of Mareda, any assets remaining after payment of or provision for its debts and liabilities shall, consistent with the purpose of Mareda, be paid over to charitable organizations exempt under the provisions of Section 501c(3) of the U.S. Internal Revenue Code. No part of the net asset or net earnings of Mareda shall inure to the benefit of or be paid or distributed to an officer, director, member, employee, or donor of Mareda.

(MAREDA officially formed: December 14, 1970)

(Constitution approved: January 29, 1971)

(Last Revision: January 2020)