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 I: 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 volunteer, any aspect of catechesis, religious education, or formation of children, youth, and adults in a parish, cluster, institution, or central office of the Archdiocese.

Section Three:
The members of this association define catechetical ministry as a process of putting people in touch, and 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 in 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 in catechetics
d. Work cooperatively on issues affecting catechetics
e. Work cooperatively on issues affecting catechetical leaders

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ARTICLE III: MEMBERSHIP

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

Section Two – Membership:
Members are those who pay the annual membership fee for MAREDA.

Section Three – Associate Membership:
Associate membership is open to those 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:
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 upon anyone who has been recommended by the general membership and approved by the Board.

Section Five – Membership Year:
The membership year begins July 1 and continues until June 30 of the following year.

ARTICLE IV: GENERAL MEMBERSHIP MEETINGS

Section One:
There shall be at least three general membership meetings of MAREDA each year. These meetings shall include prayer, enrichment, and the transaction of business, if necessary.

Section Two – Decision-Making:
Consensus shall be the primary method of decision-making. If a decision cannot be reached by consensus, a simple majority vote of those present shall be sufficient to enact a proposal, except where this Constitution or its bylaws specify otherwise.

ARTICLE V: BOARD STRUCTURE

Section One – Composition:
The Board represents the membership and consists of seven elected members. Ex-officio members include chairpersons of MAREDA ad hoc committees and one to three liaisons from the Archdiocesan central offices.

Section Two – Responsibilities:
The Board oversees the work of the association in conjunction with the membership.

Section Three – Meetings:
The Board shall meet at least six times in a fiscal year.

Section Four – Quorum:
A quorum consists of a simple majority of elected Board members.

Section Five – Decision-Making:
Consensus shall be the primary method of decision-making. If a decision cannot be reached by consensus, a simple majority vote of those present shall be sufficient to enact a proposal, except where this Constitution or its bylaws specify otherwise.

Section Six – Ad Hoc Committees:
Ad hoc committees shall:
a. Be created to fill a particular need, at the suggestion of the general membership or at 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 – Eligibility:
Any member of the Board is eligible to serve as an officer.

Section Two – Chair:
a. Chairs the Board and general membership meetings
b. Serves as a liaison to the Archdiocese on behalf of the members as 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 – 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 liaison to the Programming Committee
e. Performs other duties as the association or Board directs

Section Four – Recording Secretary:
a. Sends correspondence regarding Board and general membership meetings
b. Records and preserves the minutes of MAREDA Board and general membership 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 – 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. Promotes membership in MAREDA by encouraging recruitment, welcoming new members, and communicating the benefits of membership to prospective members
f. Performs other duties as the association or Board directs

Section Six – Treasurer:
a. Is responsible for the collection, deposit, and disbursement of all MAREDA funds
b. Keeps financial records and presents a written financial report at general membership meetings
c. Develops an annual budget
d. Works in cooperation with the Membership Secretary
e. Performs other duties as the association or Board directs

ARTICLE VII: BOARD MEMBERS

Section One – General:
Board members of MAREDA perform the duties defined in this Constitution. Any member of MAREDA is eligible for a Board position.

Section Two – Communications Coordinator:
a. Participates in Board meetings
b. Maintains and updates the MAREDA website and social media platforms
c. Ensures timely communication and organizes promotion of all MAREDA events
d. Creates registration forms for MAREDA events and posts them to the website
e. Performs other duties as the association or Board directs

Section Three – Hospitality Coordinator:
a. Participates in Board meetings
b. Organizes hospitality and meals for all MAREDA events
c. Works in cooperation with the Programming Chair (Vice Chair)
d. Performs other duties as the association or Board directs

Section Four – Liaisons from Archdiocesan Central Offices:
a. Serve as ex-officio, non-voting participants of the Board
b. Ensure communication between the Archdiocese, the general membership, and the MAREDA Board

Section Five – Chairpersons of Ad Hoc Committees:
a. Serve as ex-officio, non-voting participants of the Board
b. Report to the general membership and Board on the activity of their committees

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ARTICLE VIII: TERMS OF OFFICE

Section One – Board Members:
New Board members shall be discerned and elected each year to serve a three-year term and may be re-elected for no more than two consecutive terms. The number of new Board members discerned and elected each year shall follow this rotation:

- Year One – three new members
- Year Two – two new members
- Year Three – two new members

This rotation maintains a seven-member Board and shall repeat in perpetuity.

Section Two – Officers:
Officers of the Board shall be discerned and elected from among the Board members for a one-year term and may be re-elected to the same office for no more than three

consecutive terms. Officers shall be selected at the first Board meeting following the election of Board members and shall assume office at that meeting.

Section Three – Term Dates:
Board members' terms begin and end at the May meeting and continue to the following May.

ARTICLE IX: NOMINATIONS AND SELECTIONS

Section One:
The Board shall oversee the process of nomination and selection of Board members.

Section Two – Nomination Committee:
A nomination committee shall be appointed by the Chair no later than January 31. The nomination committee consists of the Chair and up to three active members of MAREDA.

Section Three – Slate Presentation:
The slate of nominees must be presented to the general membership no later than March.

Section Four – Selection:
Selection, by discernment, occurs at the next general membership meeting.

Section Five – Member Participation:
Every member of MAREDA is eligible to participate in the selection process for Board members at an annual general membership meeting.

Section Six – Consent:
Members present at the time of nomination give their consent for nomination to the Board.

Section Seven – Vacancies:
In case of a vacancy in the position of Chair, the Vice-Chair shall assume this office. In case of any other vacancy on the Board, a special selection process shall be held to fill the position at the general membership meeting following notification of the vacancy. The Board shall determine the process for filling vacant officer positions from among its members.

Section Eight – Assumption of Duties:
Newly selected Board members shall assume their duties at the May meeting.

ARTICLE X: FISCAL YEAR

Section One – Fiscal Year:
The fiscal year shall be July 1 to June 30.

Section Two – Funds:
All funds received by MAREDA shall be credited to MAREDA and placed in depositories approved by the Board.

Section Three – Budget Approval:
The budget shall 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 are 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, any assets remaining after payment of or provision for debts and liabilities shall, consistent with the purpose of MAREDA, be paid over to charitable organizations exempt under Section 501(c)(3) of the U.S. Internal Revenue Code. No part of the net assets 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: February 2026