

Women of St. Paul's Organization Guidelines

*The mission of the Women of St. Paul's, through our faith in God,
is to promote spirituality, strength, support and service to our church and community.*

The Women of St. Paul's organization will consist of two groups: the Coordinating Committee and the Women of St. Paul's (WSP) Ministry Leaders.

I. Coordinating Committee

- a. The purpose of the Coordinating Committee is to:
 - i. Oversee finances.
 - ii. Coordinate with the organization and other church ministries
 - iii. Provide publicity for events.
 - iv. Help the WSP Ministries as requested.
- b. The Coordinating Committee will consist of not less than 7 members nor more than 9.
- c. Coordinating Committee positions will consist of president, secretary, and treasurer and members at large. These positions will be confirmed at the beginning of the year.
- d. Member term limits will be a minimum of 2 years and a maximum of 5 years. The position of president, treasurer and secretary will be a maximum of 2 years.
- e. An individual must be on the committee for a minimum of one year prior to becoming president, treasurer, or secretary.
- f. To preserve continuity within the committee, the succession of president, secretary and treasurer will be offset by 1 year.

II. New Coordinating Committee Members

- a. New Coordinating Committee members will be invited in November. The list of those invited will come from the Coordinating Committee and Ministry Leaders.
- b. They should be women who are actively involved in the church.
- c. Coordinating Committee Officers would be selected from the members at large after they have served for at least one year.

III. Meetings

- a. The Coordinating Committee will meet once a month.
- b. Ministry Leaders will meet as needed.
- c. The Coordinating Committee and the Women of St. Paul's (WSP) Ministry Leaders will meet quarterly.
- d. A general meeting of all the women of St. Paul's women will be once a year in February.

IV. Fiscal year and budget

- a. The fiscal year will be from March 1 through February 28.
- b. A budget for the coming year will be created in November by the Coordinating Committee
- c. The budget will be ratified by the Coordinating Committee and the WSP Ministry Leaders.

V. Women of St. Paul's Ministry Leaders

- a. The purpose of the WSP Ministry Leaders is to create social and spiritual events and provide support for the women congregants of St. Paul's. These ministries may change as the needs and desires of the congregation change.
- b. Ministries may fall into the categories of
 - i. Social
 - ii. Service
 - iii. Support
 - iv. Spirituality and Retreats
- c. Responsibilities of the WSP Ministry Leaders will include but not be limited to:
 - i. Stating the purpose of their ministry
 - ii. Scheduling and planning events/programs/tasks
 - iii. Keeping written account of events/programs/tasks
 - iv. Providing Information concerning events to Coordinating Committee