

THE GUAM CATHOLIC PRO-LIFE COMMITTEE
OF THE ARCHDIOCESE OF AGANA
BY-LAWS

ARTICLE I – NAME

The official name of the organization shall be called the Guam Catholic Pro-Life Committee of the Archdiocese of Agana, also referred to as the CPLC, located on the 1st Floor of the Mongmong Retreat Center, 139B Sgt Roy T. Damian Street, Mongmong, Guam 96910.

ARTICLE II- MISSION STATEMENT

The mission of the CPLC is to support and promote, within the Archdiocese of Agana, Pro-Life activities on the teachings and laws of the Catholic Church on the sanctity of human life at every stage of existence. The CPLC will do this through public information and education, prayer and worship, public policy, and pastoral care.

ARTICLE III- ABOUT CPLC

The CPLC is a religious nonprofit organization, operating under the nonprofit license of the Archdiocese of Agana, whose members are committed to support and promote the teachings of the Catholic Church to “respect and defend the rights and the dignity of life from the moment of conception to natural death,” (CCC 2270)¹. CPLC’s finances are routinely audited by CPLC Officers and the Archdiocese of Agana.

The following are also a part of CPLC’s ministry to:

- Bury the unclaimed unborn and the unclaimed bodies.
- Provide information and referrals to crisis pregnancy centers for counseling and other services.
- Offer healing to those who have been involved in any way with an abortion.

The CPLC ministry seeks to advance and deepen the spiritual welfare of its members through faithful adherence to the teachings of the Catholic faith and advocacy on the sanctity of life.

CPLC acts as a consultative body of the Archbishop of the Archdiocese of Agana, or his appointed authority, on matters pertaining to moral issues about life. It shall work in conjunction with the pastoral program of the Archdiocese of Agana, respecting the

¹ CCC- Catechism of the Catholic Church

decision of the hierarchy of the Archdiocese of Agana.

CPLC can affiliate with other local and national Pro-Life organizations.

CPLC shall operate in full compliance with federal and local laws that do not conflict with Divine Law.

ARTICLE IV- MEMBERSHIP

Membership is open to all Catholic faithful of the Archdiocese of Agana and auxiliary members, who embrace the Pro-Life cause. CPLC draws its membership from the following:

- Parish representatives officially endorsed by their Pastors.
- Representatives of organizations, appointed by their leaders, who would act as point persons for the activities of the CPLC.

The representatives of the Parish and of the different organizations shall act as liaisons to the Pastor and the parishioners and/or their organizations.

Please refer to *Appendix A* for a complete guide on the role of Parish Representatives in the Catholic Pro-Life Committee.

All members shall take an oath of allegiance annually to the Pro-Life Mission in the presence of the Spiritual Director (see *Appendix B*). All Catholic members will publicly recite the Nicene Creed in the presence of the Spiritual Director.

Membership may either be suspended or permanently terminated for any of the following reasons:

- Cause of disunity and disruption of the good order of the organization.
- Public opposition of the teachings of the church and/or displays gross disrespect to the hierarchy of the church.
- Cause of serious scandal to the public by action and or words.
- Or any other act that would seriously damage the reputation of the organization or the Archdiocese of Agana.

ARTICLE V- THE OFFICERS/ Core Group

The administration and management of the organization shall be vested in a “Core Group” consisting of not more than ten members.

The Archbishop of Agana or his appointed authority is recognized as the Honorary Chairman.

The Spiritual Director is appointed by the Archbishop of Agana or his duly appointed authority. The Spiritual Director shall provide to the CPLC Group the following:

- Provides spiritual guidance to CPLC members.
- Officiates CPLC Masses
- Conducts other spiritual activities, as necessary
- Is the liaison between CPLC and the Archbishop or his appointed authority.
- Is consulted on any major decisions to be made by the Core Group

The following is the composition of the Core Group:

1. Chairman
2. Vice Chairman
3. Secretary
4. Treasurer
5. Public Relations Officer
6. Management Information Systems (MIS) Coordinator
7. Coordinator for the Public Information & Education Group (See Article V.1)
8. Coordinator for the Pastoral, Prayer & Worship Group (See Article V.2)
9. Coordinator for the Legal and Public Policy Group (See Article V.3)
10. (Position and title open for future need)

The officers shall all be appointed by the Archbishop of Agana or his appointed authority for a period of two years from the time of appointment. The coordinators of the groups shall all be appointed by the Chairman.

DUTIES OF THE CORE GROUP

The officers and coordinators, also known as the Core Group, will determine and oversee projects, programs, and fundraising activities for the organization.

The Chairman

- Presides and set the agenda of every meeting.
- Mentors and/or assist members on different projects.
- Participates in every official meeting of the group.
 - In the event of an absence, the chairman will appoint a substitute to attend the meetings.
- Reports periodically to the Archbishop or his appointed authority on the status of the organization or the implementation of programs.

The Vice Chairman

- In the absence or disability of the Chairman, performs all the functions of the Chairman.
- Participates in every official meeting of the group.

The Secretary

- Records the minutes of meetings and all activities of the CPLC.
- Provides the members notice of the meetings and a draft copy of the minutes of the previous meeting, at least a week before the next meeting.
- Provides information to the MIS coordinator.
- Assists with other duties or tasks assigned by the Chair.

The Treasurer

- Is responsible for handling all monies of the CPLC.
 - All money handling must have dual custody.
- Prepares vouchers for payment and/or reimbursement to submit to the Chancery Accounting Office.
 - All vouchers and reimbursements must:
 - Have dual custody.
 - Be prepared by the Treasurer.

- Be signed by the Chairman and Treasurer.
- Maintains accurate financial records of accounts receivable and payable.
- Obtains a monthly report from the Chancery Accounting Office.
- Provides a Treasurer's report to be presented at all official CPLC meetings. These reports shall be attached to the CPLC meeting minutes.

The Public Relations Officer

- Is the official spokesperson on all CPLC official matters.
- Must be well-versed in the Pro-Life mission and the teachings of the Catholic Church.
- Must be present at all meetings.
- Must obtain prior approval by the Core Group before releasing any information to the public.

The Management Information Systems (MIS) Coordinator

- Updates CPLC and Rachel's Vineyard websites.
- Updates all CPLC social media.
- Ensures that media and technology equipment are operational at CPLC events.
- Assist and consults on social media and visual communications (i.e., banners and flyers).

ARTICLE VI- THE GROUPS (3 MAJOR AREAS)

1. PUBLIC INFORMATION & EDUCATION GROUP

- Duties of this group may include the following:
 - Develop events and programs to be discussed at meetings.
 - Direct and coordinate the Archdiocesan Pro-Life information and educational program.
 - Provide appropriate Pro-Life educational and informational resources as needed.
 - Maintain working relationships with other Pro-Life groups on the island.
 - Maintain close communications and coordination with parish and other representatives from religious groups (i.e., Knights of Columbus, Christian Mothers, and Catholic Daughters of the Americas) to advance Pro-Life activities.
 - Maintain public information on Pro-Life programs through tri-media (print, broadcast, and TV) as well as the full use of social media.
 - Promote advertising of Pro-Life issues in billboards or brochures by distributing them in parishes.
 - Fundraise, solicit, or apply for grants to support the CPLC mission statement. Such activities include but are not limited to Rachel's Vineyard, Pro-Life Conference and Life Chain.

2. PASTORAL, PRAYER & WORSHIP GROUP

- Duties of this group may include the following:
 - Organize and lead the religious activities approved by the Core Group.
 - Coordinate and implement liturgical services for CPLC.
 - Encourage and coordinate programs of prayer and worship that focus on the sanctity of human life.
 - Organize the prayer rallies advocating Pro-Life teachings through a prayerful atmosphere.
 - Organize recollections and retreats for CPLC members.

- Complete other tasks designated by the Chairman or Spiritual Director.

3. LEGAL AND PUBLIC POLICY GROUP

- Duties may include the following:
 - Monitor social, legislative, and political issues and their implications for the Pro-Life effort.
 - Coordinate the efforts of the entire Archdiocese regarding Pro-Life public policy.
 - Analyze relationships within the various political parties and coalitions.
 - Encourage public support to Pro-Life bills.
 - Encourage public support against Pro-Abortion policies, bills, and laws.
- Complete other tasks designated by the Chairman.

ARTICLE VII – MEETINGS

Section 1. The general assembly of the CPLC shall be held on the first Sunday of every month or on a day decided by a majority for a particular month. The action on motions shall be decided by a vote of a majority of those present. Notices of meetings shall be sent at least one week in advance of the date thereof.

Section 2. Special meetings of the CPLC may be called by the Chairman. The notice shall be sent at least one week prior to the date of the meeting. The action on motions shall be decided by a vote of a majority of those present. The business to be discussed shall be stated in the notification to all members.

Section 3. Regular meetings of the Core Group shall take place prior to the general assembly meeting. Notices shall be sent to the Core Group at least one week before the meeting.

Section 4. Emergency meetings shall be called as needed.

Section 5. Each member, who is present in the meeting, shall be entitled to cast one vote on all matters that require a majority decision. Members cannot vote in absentia.

ARTICLE VIII – CONFLICT OF INTEREST

Where conflict of interest may be thought to exist for a member, the member shall inform the Chairman and Spiritual Director. Appropriate actions will be determined by the Chairman and Spiritual Director.

ARTICLE IX – AMENDMENTS TO BY-LAWS

Section 1. These by-laws may be amended, in whole or in part, by a majority of those present at a meeting. Members should be notified of the proposed intent prior to the meeting, with a summary of the proposed changes.

APPENDIX A- PARISH REPRESENTATIVES and COMMITTEE MEMBERS

Parish Pro-Life Committee

The parish priest shall establish a Parish Pro-Life Committee that will actively promote respect for human life, which is the responsibility of every Catholic. The Parish Pro-Life Committee assists the Guam Catholic Pro-Life Committee of the Archdiocese of Agana in a special way by:

- Helping to make the parish a center of life, a place where parishioners understand the issues and the importance of meeting the needs of those who are most vulnerable—especially mothers and their unborn children.
- Helping those who are seriously ill or dying and their families.

The Parish Pro-Life Committee may be a distinct committee or a subcommittee of another parish organization. Whatever its structure, its membership should include representatives of both adult and youth parish groups, members of organizations that represent persons with disabilities, persons of minority cultures, and those responsible for education and pastoral care.

The chairman of the Parish Pro-Life Committee is appointed by the pastor. It is important that the two be able to work well together. The chairman will recruit members to attain the objectives of the Parish Pro-Life Committee. This committee should be mindful of the need for renewal from time to time in regard to membership, talents, and interests.

The Parish Pro-Life Committee obtains information and guidance from CPLC. The Parish Pro-Life Committee should play a vital role in parish life and enjoy the strong support of priests and other key personnel. This committee should also share its efforts or activities from time to time with other programs of the parish. For example, in many parts of the country, parishes conduct programs where parishioners study and discuss the teachings of the faith. Members of the Parish Pro-Life Committee should take part in such programs and invite other program leaders to take part in Pro-Life initiatives.

The following are ***examples*** of objectives of the **Parish Pro-Life Committee**:

- Coordinate parish implementation of the annual [Respect Life Program](#).
 - Promote this program to agencies and organizations in the parishes, especially schools and religious education programs.
 - Encourage parish discussion groups to use the program as a basis for their discussions.
- Promote and post in the parish and local community of...
 - Pregnancy counseling and comprehensive maternity support services.

- Post-abortion counseling and reconciliation programs.
- Inform parishioners of upcoming Pro-Life events and provide informational resources from CPLC.
- Inform parishioners of upcoming important legislation through parish bulletins and or social media.

APPENDIX B- OATH

Guam CPLC Pro-Life Pledge

I, state your name, am committed to the effort to eradicate abortion and euthanasia.

I am committed to continue praying, speaking out, and partnering with pro-life leaders as the fight for human life continues, until every human life is protected from conception to natural death!

I am Pro-Life and I stand with other believers against abortion and euthanasia.

So help me God!

Print Name: _____

Signed: _____

Spiritual Director: _____