



THE CHANCERY
OFFICE OF THE VICAR GENERAL
ARCHDIOCESE OF NEW YORK

June 5, 2020

Dear Father:

Every year in June, we ask your help with the annual election of two lay trustees to serve your church. This is necessary to ensure that every parish corporation in the archdiocese is in compliance with the New York State Religious Corporation Law which offers many benefits.

The by-laws direct that the following requirements are fulfilled:

- The elected trustee should be both a lay person and a parishioner;
- The appointment is for one year;
- Trustees should not serve more than three consecutive years;
- The pastor nominates the trustee;
- The cardinal-archbishop and vicar general appoint the nominees

We are asking every pastor to complete the nomination form that is included with this letter (it is titled *Archdiocese of New York Lay Trustees 2020*). I will be grateful to receive all of these by Friday, July 31. Send them to

Chancery Office | Trustee Desk
1011 First Avenue, Suite 1950
New York, NY 10022

If you are the pastor of a merged parish, you will want to encourage fair representation by choosing one trustee from each former parish. In the case of three or more parishes, rotate trustees in subsequent years until all have been represented.

Call if you have questions and we will do our best to help. And thank you for the many cooperative ways in which you support the work of the Catholic Center.

Fraternally in the Lord,

Reverend Monsignor Joseph P. LaMorte, VG
Vicar General and Moderator of the Curia

JPL:df
Enclosure



ARCHDIOCESE OF NEW YORK LAY TRUSTEES 2020

NOMINATION BY THE PASTOR/ADMINISTRATOR AND APPOINTMENT OF LAY TRUSTEES BY *EX-OFFICIO* TRUSTEES BY WRITTEN CONSENT

Please return to the Chancery Office by July 31, 2020

The undersigned, pastor/administrator of _____ and *ex-officio* member of its board of trustees, does hereby nominate the following individuals to be appointed as lay trustees of the parish’s board of trustees in accordance with the New York State religious corporation law:

Name _____

Name _____

Address _____

Address _____

Telephone _____

Telephone _____

Email _____

Email _____

IN WITNESS WHEREOF, the undersigned as pastor of _____ has subscribed his name to this “Nomination and Appointment by Written Consent” as of the _____ day of _____, 2020.

Pastor/Administrator Signature: _____, *Ex Officio* Trustee

Print Name: _____ Title _____

FOR CHANCERY USE ONLY

The undersigned, archbishop and vicar general of the Archdiocese of New York and *ex officio* members of the parish’s board of trustees, hereby appoint the above named individuals as lay trustees of the parish’s board of trustees, beginning September 1, 2020 for a term of one year, or until his/her successor has been appointed, unless he/she resigns or is removed.

IN WITNESS THEREOF, the undersigned, being a majority of the *ex officio* members of the board of trustees of the parish, have subscribed their names to this “Written Consent” as of the _____ day of _____, 2020.

His Eminence, Timothy Cardinal Dolan
Ex Officio Trustee

Reverend Monsignor Joseph P. LaMorte, VG
Ex Officio Trustee