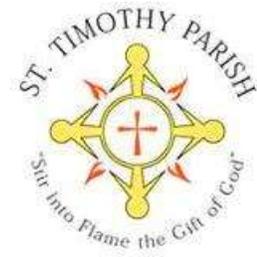


# STRATEGIC PLAN OF SAINT TIMOTHY PARISH



## 2017-2020

The Pastoral Council determined that a long range and strategic plan for St. Timothy Parish should be undertaken. Each committee of the council determined the mission of the committee, wrote by-laws for the committee, determined goals, and established a plan of action that would accomplish those goals. The document which follows represents the goals of the parish including the parish mission, vision, goals, plans and evaluation plan. This plan was adopted by the Pastoral Council, September 2017.

### THE PLAN

## **MISSION**

Our mission is to gather our community for the worship of God in union with the whole Catholic Church. This mission involves teaching and proclaiming God's saving word on all levels to all people. Through worship, education, prayer, and action, we extend the compassion of Jesus Christ to those living in spiritual, material, or emotional need. We declare our willingness to accept this mission and the will of Jesus Christ as it is revealed to us in faith. We ask that the guidance of the Holy Spirit direct us in all things and that our works may bear witness to the presence and the love of God in our community.

## **VISION**

We are St. Timothy Parish, a Catholic community, committed to the call of Jesus Christ.

We are Christ's disciples, and we join in the Holy Spirit's work to make life holy.

With grateful hearts, we come together in worship, service, faith formation, and community to share and celebrate God's many gifts.



## OVERVIEW

St. Timothy's Parish is and has been undergoing significant changes. Foremost of the changes has been the decision to raise the funds and build a school. Other changes included the addition of a parochial vicar and changes in lay leadership. The growth of the Union area has had an impact on the parish bringing new members and new talent to the parish. With change came concerns that as a parish we could not meet the demands of school and time honored services such as outreach, community service, and education for young and adults. Concern too centered on the passive attendance and lack of participation in the Eucharistic celebration. The parish also began a program, United Catholic Movement, which is a major evangelical opportunity.

With so many parts of the parish life in need of organization, direction, and evaluation, it seemed the time was right to do a strategic plan that would insure that the parish mission would be fulfilled as guided by our good action and the gifts of the Holy Spirit.

As part of the plan, a simple open-ended questionnaire (a strengths, weakness, opportunities and threats) was submitted to the parish. An analysis of the responses revealed areas that the parish was doing well, that need to be improved, opportunities that were viable possibilities, and some "worries" that as a parish many shared.

Chief among the concerns had to do with the balance of time, talent and treasure with the building of the new school and on-going project that St. Timothy held as treasure: Worship, Education, Outreach, Community Service, and Parish Activities. There were concerns expressed about the worship space—tabernacle, communion vessels, vestments, holy water fonts. Almost all, if not all of these issues will be resolved by the opening of the school in August.

Much concern was expressed about the involvement of the youth in worship and activities. One of the joys of St. Timothy Parish is the number of children, teenagers and young adults who attend St. Timothy. The concern is the involvement of these groups in the Mass and in church activities. But if we are honest that concern should address our parents, whose lives are affected by the stresses of family, work and making ends meet; as well as seniors who see daily the slipping away of health and vitality. As a parish family, we are bound not only to strive for salvation, but to care for one another by encouragement and ministries of time and talent. We cannot allow ourselves to be anything but passionate in our service to God and each other. To address that concern each of the parish committees set goals, made plans, and determined ways to evaluate the accomplishment of those goals. As a result of the survey, the Parish Council established the following goals to be met within the next three years.

# ADULT FAITH COMMITTEE

## Goals

1. To help people of the parish increase the knowledge of our Catholic faith through speakers and the use of bible studies.
2. Bring families together to help grow their Catholic faith by hosting family events like Advent wreath making and family movies.

## Action Plan

Goal	Actions	Completion Date	Person/s Responsible	Evaluation Marker
1	Schedule a speaker	October 2018	Adult Faith Committee	Feedback survey at event
1	Select and schedule a bible study	Spring 2018	Adult Faith Committee	Feedback survey at event
2	Plan and execute Advent Wreath making event	November 18, 2017	Adult Faith Committee	Feedback survey at event
2	Hold another movie night for the parish	Fall 2017	Adult Faith Committee	Feedback survey at event

## WORSHIP COMMITTEE

### Goals

1. More people at Mass: 25% increase in attendance
2. 2-4 new liturgies outside of Mass
3. 2-3 special Masses per year – non-Sunday
4. Increase lay ministry involvement (EMHC, lector, usher, mass assistant, greeter, etc.)
5. Increase in participation in the Sacrament of Reconciliation

### Action Plan

Goal	Actions	Completion Date	Person/s Responsible	Evaluation Marker
1	Wearing name tags	Once per month, ongoing, begin June 2017	Worship Commission	Parishioner feedback / mass count
1	Install hymn number boards	ASAP	Music Director	Parishioner feedback
1	Choir / music leader practice new songs with parishioners just prior to start of Mass	ASAP / ongoing	Music Director	Parishioner feedback
2	Vespers / Adoration	Feast of St. Timothy / Dedication of St. Timothy Church / Lent, Advent	Worship Commission / Clergy	Parishioner feedback / pew count
2	Vespers / Adoration	Vespers one night per week (along with Tuesday adoration?)	Worship Commission / Clergy	Parishioner feedback / pew count
2	9 day Novena with Exposition and Benediction	Twice per year / one Marian, one Jesus (?) Start in October	Worship Commission / Clergy	Parishioner feedback / pew count
2	“Praise & Worship” night – contemporary musicians, Eucharistic procession, preaching, Benediction	Quarterly to start	Worship Commission / Clergy / Youth Group / school	Parishioner feedback / pew count
3	“Teaching Mass” - in Church	TBD	Worship Commission / Clergy	Parishioner feedback / pew count
3	Childrens' Mass / School and/or PSR	TBD	Worship Commission / Clergy	Parishioner feedback / pew count
3	Evening Mass	At least one night per week	Worship Commission / Clergy	Parishioner feedback / pew count
3	Contemporary Music Mass	Once per month, ongoing	Worship Commission /	Parishioner feedback / pew count
4	A lay minister in each area give a 3 minute talk at end of Mass about their ministry	Ongoing	Worship Commission / Clergy	Every weekend Mass has the appropriate number of lay ministers of each type
4	Companion / bulletin article about one of the lay ministries	Ongoing	Worship Commission / Clergy	Every weekend Mass has the appropriate number of lay ministers of each type
5	An evening catechesis presentation on the Sacrament of Reconciliation / include a demo of going to confession	TBD	Worship Commission / Clergy	Priest would determine if more people are receiving the Sacrament.
5	Reconciliation Service with Exposition and Benediction	Increase from 2x per year to quarterly	Worship Commission / Clergy	Priest would determine if more people are receiving the Sacrament.
5	Reconciliation between / during Mass	One weekend per month	Clergy	Priest would determine if more people are receiving the Sacrament.

# COMMUNITY COMMITTEE

## Goals

1. Focus on a financial and margin analysis on our larger events and ways to increase profits.
2. Begin a small “marketing” plan to create a database of sponsors/donations through connections within our parish to use as resources for events.
3. Utilize social media more.
4. Be more innovative.

## Action Items

Goal	Actions	Completion Date	Person/s Responsible	Evaluation Marker
1	Dinner Dance Cost Analysis (research caterers, donations, cost to run event, how much event brings in)	October 15	Community Committee	Year over year funds raised
1	Fish Fry Cost Analysis (possible increase prices based on cost to buy, what we charge and profit margin. Review sides offered and potentially add another side.)	January 15	Community Committee	Parishioner feedback on food offered, Cost to run Fish Frys vs funds raised
2	Review Church Software capabilities	October 15	Kara de Nijs, Community Committee	
2	Research vendors/people who donate/volunteer substantially to our large fundraisers	December 31	Colleen Hegge	
2	Write article for Companion / bulletin/ facebook on how to donate non-monetarily	August 31	Colleen Hegge	Feedback from parishioners
3	Highlight volunteers / sponsors on facebook	Ongoing	Community Committee	Feedback from parishioner3
3	Mention Oktoberfest sponsors a specific amount of times (2-3) on facebook during the fall season pre and post Oktoberfest	October 31	Kara de Nijs, Community Committee	Feedback from parishioners
3	Work on better communicating and use of the master calendar especially as the school opens	Ongoing	Community Committee	Feedback from parishioners and parents
3	Research Constant Contact as an option	TBD	Community Committee	Analysis from Constant Contact
4	Look into adding a couple food trucks to the October trunk or treat (hosted by MOPS)	October 1	Kara de Nijs, MOPS, Community Committee	Feedback from parishioners, MOPS and parents
4	Review annual church event calendar, 6 months at a time, add events to months that do not already have a big fundraiser/event	October 1	Community Committee	
4	Add event in November (Wine & Paint or Craft Beer Tasting)	October 15	Community Committee	Attendance of event and feedback

## EDUCATION COMMITTEE

### Goals

1. Increase communication and parental awareness of opportunities and activities at the youth level.
2. Support the activities of the youth of St. Tim's through communication to parents and parishioners.
3. More engagement and participation of the youth in the parish in the mass and the parish community.

### Action Plan

Goal	Actions	Completion Date	Person/s Responsible	Evaluation Marker
1	PSR – Curriculum Benchmarks/Knowledge & Requirements outlined at each grade level and communicated to parents. Quarterly updates to notify specifically what students are studying and how parents can follow-up/reinforce at home	Syllabus / Benchmarks – Sept 2017 in student folders; Quarterly updates – sent home in Sept, Nov, Jan, March of each PSR year	Carol Lense, Catechists	PSR Parent feedback
1	Youth Group – Increase communication to YG parents	Ongoing texts and emails to keep all parents as well as YG members informed	Paul Dierig	YG Parent Feedback
2	Youth Group- Quarterly Youth Invite to entire parish- Bring a Friend	Quarterly invites published in the bulletin	Paul Dierig	Parishioner Feedback
2	Make sure all events that pertain to our youth are included in the bulletin & possibly announced at mass	Ongoing throughout the year	Education Committee Members, Lynn Proffit	Parishioner Feedback
3	Sunday – 5pm Youth Mass the first Sunday of the month – goal to have you assist/lead with all aspects of the mass	September 1, 2017	Fr. Bolte Fr. Ross Mass coordinators Parish youth (diocese permission)	Parishioner Feedback Pew count

## OUTREACH COMMITTEE

### Goals

1. Improve communication between outreach activities and the parish
2. Increase parishioner participation in all age groups in outreach projects by 10% over the next 3 years
3. Provide close collaboration and integration between the school, parish, and outreach committees
4. Increase participation in the parish mission trip by 15% for the 2018 mission trip

### Action Plan

Goal	Actions	Completion Date	Person/s Responsible	Evaluation Marker
1	Establish parishioner email list. Interested parishioners will be able to sign up after Masses or by emailing/calling the assigned person from the outreach committee	Oct 15	Outreach Director	Completed distribution list
1	Emails will be sent out as needed but at least monthly	First one sent out by Nov 1 and monthly thereafter	Outreach director	Feedback from parishioners
1	Update parish Facebook page weekly with activities and opportunities to serve	Ongoing	Outreach director will provide info to assigned staff member	Staff and parishioner feedback
1	Include upcoming outreach activities in weekly or monthly newsletter/email that is sent to all parishioners.	Staff evaluating different programs for this	Outreach director or committee member	Parishioner feedback
2	Assign outreach committee volunteer to collect and track participation numbers from 2017 to create a base line number	Person assigned and collection begins in 2018	Outreach committee member	Participation of parishioners in outreach opportunities
2	Develop plan to increase participation by 10%	January 2018	Outreach director	Plan presented to outreach committee by March 1, 2018.
3	Have a representative from the school's family ministry group on the outreach committee	October 2017	Outreach Director	Feedback from school families
3	2 of the 6 yearly grant recipient projects will be completed in conjunction with the school's service learning projects. This includes working specifically with staff/teachers in implementing the projects.	May 2018	Outreach director or committee member	Feedback from agencies, school staff
4	Meet with youth group and their parents to evaluate their interest in the trip	October 2017	Outreach director and Youth minister	Feedback from parents/ youth
4	Identify factors preventing participation in mission and then create an action plan to address these factors	January 2018	Outreach director and Youth minister	Feedback from parishioners. Plan presented to Outreach committee in Feb 2018.

In the fall of 2020 the process of planning should be renewed. It is at this time that parish council should review the success of this plan and make recommendation concerning improvements. One recommendation that should be made at this time is that the survey be based on a scale questionnaire as well as an open survey.

In conclusion, the words of Alfred Lord Tennyson seem to be appropriate:

***“More things are wrought by prayer, than this world dreams of.”***