

**St. Ignatius of Loyola
Catholic Church**

Parish Strategic Plan

**Presented
June 2003**

By the Parish Planning Sub-Committee

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**Accomplishments Added to the Document
January 2005**

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St. Ignatius of Loyola Catholic Church

Parish Strategic Plan

Education (Faith Formation)

Goal:

To provide varied educational opportunities to our Parish children, youth/young adult, adult parishioners as well as to those on the Parish staff and those serving in ministries.

Rational:

Educational opportunities would allow for a better understanding of the Gospel of Jesus Christ, the foundation of our existence. Knowledge of our faith will enable us to better live and share our faith.

St. Ignatius of Loyola Catholic Church Parish Strategic Plan

Education (Faith Formation)

Action Step 1: Develop plans for immediate/on-going education space. Address immediately the needs due to the loss of the use of the space in the Methodist church and the tentative use of Urbana Elementary - until a religious education building is in place.

Accomplishments:

- Requirement for current education space was defined and space obtained at MSM conference facility
- Requirement for future education space was defined and factored into the Master Plan for the Parish, which includes a new education building. Will require successful capital campaign
- Objective is to periodically review and revise the requirement for education spaces to assure that the Master Plan contains the latest information.

St. Ignatius of Loyola Catholic Church

Parish Strategic Plan

Education (Faith Formation)

Action Step 2: Recruit and retain volunteer catechists for all educational needs in various areas.

Accomplishments:

- Two workshops were held in the fall of 2002 as training and for clock hours for catechists.
- Five catechists out of 60+ are certified
- STAND training has been conducted for all catechists
- Pulpit and bulletin communication to parish of the need for catechists
- Communication to all parents of religious education students of need for catechists
- All registering in the parish are notified of the need for catechists
- Youth ministry coordinator has conducted individual training sessions for catechists
- Faith Formation administrator has provided information on local, outside the parish, training for catechists
- Goal is to have classroom aides become catechists
- The Parish Mission and Disciples in Mission has provided educational opportunities for catechists and all in the parish.

St. Ignatius of Loyola Catholic Church

Parish Strategic Plan

Education (Faith Formation)

Action Step 3: Facilitate educational opportunities allowing for training of staff, ministries, groups and parishioners.

Accomplishments:

- Fr. Donaghue – Understanding Sacraments and Parenting classes conducted
- Workshop held for all ministers in spring of 2003
- Staff sent to Microsoft training in fall of 2004
- Materials purchased related to time management and work habits for staff
- Staff attended various diocesan workshops
- Three on staff took on-line refresher grammar course during summer of 2003
- Two staff members attended time management workshops in past 18 months
- Fr. John attended three management workshops in past 18 months
- Plan initiated in September, 2004 for 4 of 11 cantors to start the process of completion of Level 1 testing for the National Pastoral Musician's Cantor Certification (to be completed by June 2005)
- Rehearsal accompanist hired which allows for extra rehearsal time to improve sight reading of choir members and push forward the choral repertoire of the parish. Both WOW and adult choir to perform multi-movement pieces for Spring 2005 concert.
- Facilitated Church Leadership Institute opportunities for adult education
- Facilitated STAND Training for all ministries
- Mother Mary Seminar in September of 2004

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Parish Strategic Plan

Education (Faith Formation)

Action Step 4: Transfer the human sexuality portion of classes to a “take-home parent-directed” lesson plan. Suggest appropriate timing (i.e. maybe giving the 5th grader parents the materials when they are teaching the human sexuality in schools allowing for an opportunity to fortify the secular presentation with faith-based information.)

Accomplishments:

- Completed for third thru fifth grades in fall of 2003. Human sexuality component is now part of curriculum.
- Offering Regional Chastity Topic Night for high school youth, with national youth speakers

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Parish Strategic Plan

Education (Faith Formation)

Action Step 5: Evaluate the sacramental preparation programs for changing needs as growth continues.

Accomplishments:

- Major overhaul in the Confirmation program completed in 2003
- Introduction of individual First Communion
- Planning to restructure Confirmation program, to include joint sessions with St. Joseph's Y.M. program:
 - Joint Immediate Preparation sessions
 - Joint Confirmation retreat
 - Joint Confirmation Reunion
 - Joint Reconciliation Workshop
- Separate remote Confirmation programming
 - In-depth study of the Apostles Creed

St. Ignatius of Loyola Catholic Church

Parish Strategic Plan

Education (Faith Formation)

Action Step 6: Evaluate clustering opportunities with other churches/parishes to maximize resources.

Accomplishments:

- Fr. John has attends priest's meetings when clustering is one of the topics considered
- Planning for partial joint parish Confirmation program elements with St. Josephs - Buckeystown
- Participated in three planning meetings to discuss the topic of shared ministries between St. Joseph's of Buckeystown and St. Ignatius. The following was covered: Shared ministries for Joint Confirmation, Reconciliation, Beginning Singles and Separated program and Joint Youth Ministry. Plan to use St. Matthews and St. Thomas Moore DRE, Susan Keating, as an example of how to structure successful shared ministry.
- Joint planning taking place and core groups being established for Young Adult Ministry with other parishes. Planning to incorporate the Archdiocese vision "Young people need worthy adventures"
- Advent and Lent regional reconciliation services planned

St. Ignatius of Loyola Catholic Church Parish Strategic Plan

Education (Faith Formation)

Action Step 7: Plan/facilitate the long-term facilities needs for education.

Accomplishments:

- Requirement for 16 classrooms, office space, library space, social space, and storage identified and factored into Master Plan
- Need to reconsider classroom space relative to increased numbers of children

St. Ignatius of Loyola Catholic Church Parish Strategic Plan

Evangelization

Goal:

To be a welcoming and nurturing family of faith, by proclaiming the Gospel and sharing in an active faith with those in our community at large.

Rational:

Baptism calls us to share our faith and to serve God by serving those around us.

St. Ignatius of Loyola Catholic Church

Parish Strategic Plan

Evangelization

Action Step 1: Increase communications with current parish community in various ways (Website, letters, phones, etc.).

Accomplishments:

- Liturgy and Music web sites have been updated and expanded
- Procured storage for religious education and youth ministry materials
- Information kiosk provided for narthex of church with information on all ministries
- Web sites established for Youth and Faith Formation
- Mailing quarterly newsletters to Youth Ministry families
- Sending parish YM reports to Parish Council

St. Ignatius of Loyola Catholic Church

Parish Strategic Plan

Evangelization

Action Step 2: Create a sustained program of welcoming new parishioners, expanding beyond the initial registration. Develop systems for follow-up and contact through the first year.

Accomplishments:

- Ladies auxiliary provides welcome bags at parish registration
- Staff summarizes data from welcoming information sheet
- Follow-up for ministries identified in interest form

St. Ignatius of Loyola Catholic Church

Parish Strategic Plan

Evangelization

Action Step 3: Create an opportunity for those in our community to be able to ask and learn about the Catholic faith which could ultimately lead toward Rite of Christian Initiation (RCIA).

Accomplishments:

- On the second and fourth Sundays of the month the Inquiry Program has been expanded from three months to a year round program
- A RCIA handout has been put into the bulletin. This is usually done in August. The handout explains the program. As we have been able to add additional people to the RCIA team, it brings more people into the program and provides an outreach tool to other people by introducing the program to them. We have also been able to recruit additional sponsors for the program. With continued success we may have a need to have the inquiry program every Sunday.

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Parish Strategic Plan

Evangelization

Action Step 4: Explore and develop ways to reach un-churched Catholics in our community through programs such as Disciples in Mission, special bulletins at Easter and Christmas, media and other outreach opportunities.

Accomplishments:

- Newsletter for Advent and Lent mailed to all parish families
- Handout at Christmas and Easter targeted at those who attend Mass only at that time
- Signage on Rt. 80 and Prices Distillery Road advertising holiday Mass schedule

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Parish Strategic Plan

Evangelization

Action Step 5: Create an atmosphere of acceptance and welcome and to find ways to include non-Catholic spouses, non-practicing Catholics and the un-churched in our parish community.

Accomplishments:

- Fr. John focused on discussion with non-Catholic spouses when they attend parish services or activities
- Asking non-Catholic spouses to participate in Liturgy when appropriate
- Increasing contact with parents who are bringing children for baptism
- Bereavement committee talking with and following up with those coming forward for funerals in the parish
- Encouraging youth to invite friends of other faiths to Youth Group activities

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Parish Strategic Plan

Evangelization

Action Step 6: Host a parish mission and encourage other Catholic Churches to participate/support those efforts.

Accomplishments:

- Parish Mission held in spring of 2004. Another will be held in two years
- Planning is underway for a workshop for liturgical ministers on April 22 by Bob Hurd with a concert being done by him on Friday April 22 at 7:30 pm. This is being sponsored by St. Ignatius and the Central MD Liturgy Network.

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Parish Strategic Plan

Evangelization

Action Step 7: Make increased use of technology, enabling us to reach out to the community to bring awareness of church activities, opportunities and religious resources.

Accomplishments:

- Liturgy website has been developed and maintained
- Mailings to all families in the parish are part of the Advent and Lenten Celebration Team's overall plan
- Special newsletters are distributed on Christmas and Easter to those who may not attend regularly
- Link to Parishsoft website (St. Ignatius Parish Calendar) have been established from St. Ignatius main website.
- Updating computers and staff training
- Faith Formation purchasing new projector & media cart

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Parish Strategic Plan

Evangelization

Action Step 8: Foster better relations with the community at large (i.e. shared ecumenical services, open houses, music ministry concert series, media, youth programs, and other activities).

Accomplishments:

- WOW taped Shut-In Mass at the National Shrine of the Immaculate Conception in November 2005
- WOW to provide holiday music at the John Paul II Institute in Washington, DC in December of 2004
- Sharing the Feast of Christ the King with St. Anne Choir from Hagerstown
- Music Ministry has implemented a parish Concert Series program reaching out to the local Frederick community. Scott Hawkins piano concert and Lessons and Carols in December 2004 are examples. Full Music Ministry concert is scheduled for spring 2005
- Christmas in the Country Church Tour
- Opened the church calendar to help St. Peters when that church was damaged by fire
- Opened the parish hall for voting
- Coordinated a local blood drive
- Music ministry has partnered with local community churches and participated in the local, Frederick County handbell festival in September 2004
- Joint Vacation Bible School with Methodist Church
- Rented Country Church to Lutheran community
- In an effort to develop a stronger musical presence at liturgical functions for both the archdiocese of Baltimore and Washington we have provided liturgical musical support for the Archdiocese of Baltimore Catechetical Conference (September 2004).
- Joint venture with regional Youth Ministry programs to get the best national Catholic youth speakers, youth activities, (retreats, Pilgrimage, pool party, etc.)

St. Ignatius of Loyola Catholic Church

Parish Strategic Plan

Liturgy

Goal:

To develop the worship and sacramental life of the parish so that all are nourished in faith and invited to full participation in sacrament and prayer. Through this, we put our Catholic faith into action.

Rational:

Jesus charged his disciples to carry forth his mission to be builders of God's kingdom. The foundation of this mission is the celebration of the Eucharist.

St. Ignatius of Loyola Catholic Church Parish Strategic Plan

Liturgy

Action Step 1: Redefine and provide structure for the Liturgy Committee and its subcommittee's)

Accomplishments:

- Bylaws defining the Liturgy Team were accepted at the March 7, 2004 meeting
- A report from each subcommittee is given at each Liturgy Team meeting and feedback, if appropriate, is given

St. Ignatius of Loyola Catholic Church

Parish Strategic Plan

Liturgy

Action Step 2: Recruit from and support members of our church to serve as liturgical ministers and develop new ministries as needed (i.e. Altar Guild and Sacristans).

Accomplishments:

- Annual ministry fair is done in the fall in conjunction with the Stewardship/Time and Talent drive. A follow-up in-pew recruitment was also done.
- Ministry of POCA's created

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Parish Strategic Plan

Liturgy

Action Step 3: Provide opportunities for sacramental celebrations at masses (baptisms, Confirmation, anointings, First Eucharist, and special blessings).

Accomplishments:

- Opportunity for baptism at mass is offered twice each month to prospective parents.
- Anointing of the sick is done twice a year at the noon mass in conjunction with the pastoral visitors.
- First Eucharist may be received as part of a group at mass in May or individually at parish masses during the Easter season.
- Special blessings (Families, mothers, fathers, St. Blaise, expectant parents, house blessings at the first of the year ...) are done as the occasion presents itself liturgically.
- Recruitment of ministers at new parishioner registration
- CLOW expanded to three out of four masses
- Rites for RCIA at Mass
- Rite of Enrollment for Eucharist and Confirmation at Mass
- Rite of Commissioning of Liturgical Ministers at Mass

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Parish Strategic Plan

Liturgy

Action Step 4: Provide for education within the Liturgy in regards to different aspects of our faith and church (sacraments, church traditions, vestments, church etiquette...).

Accomplishments:

- Work has been done on a Church Etiquette brochure. The Liturgy Team is working on a final draft and discussing how this will be presented to the parish at large
- The Liturgy Corner runs periodically in the bulletin
- A series of educational pieces about changes in the liturgy and the GIRM continue to be published monthly in the bulletin

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Parish Strategic Plan

Liturgy

Action Step 5: Evaluate how we meet the liturgical needs of the youth (middle-school and high-school).

Accomplishments:

- Youth are an active part of the Liturgical Choir (1), the handbell choir (2) and contemporary ensemble (5)
- Eucharistic Ministers (2?)
- Lectors (1)
- Middle school, high school and Confirmation youth leading living stations of the cross for youth
- Y.M. hosting additional Ash Wednesday service for youth.

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Parish Strategic Plan

Liturgy

Action Step 6: Charge the Liturgy Committee with evaluating and making recommendations to address issues such as length of services/communion with current staffing.

Accomplishments:

- The main thrust is completed however evaluation is ongoing
- The process for communion has been evaluated several times within the past year and different options have been discussed and implemented.

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Liturgy

Action Step 7: Charge Fr. Jicha with exploring options and making recommendations for sacramental staffing needs.

Accomplishments:

- Seminarian and Deacon candidate are now working in the parish
- Ongoing effort to identify weekend help

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Liturgy

Action Step 8: Address areas with populations of special needs to provide services in conjunction with other churches (i.e. liturgical, educational and other services)

Accomplishments:

- Expanded seating for deaf community with interpreter weekly at 10:00 Mass
- Holiday Masses coordinated with local community for interpreters for the deaf population
- Marriage preparation assistance from deaf couple
- Regional catechist training in content and methodology.
- STAND training provided in conjunction with other parishes

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Liturgy

Action Step 9: Explore and define opportunities for the liturgical use of the Country Church.

Accomplishments:

- Mass on secular holidays, daily mass, Ash Wednesday prayer service, Christmas and Easter mass, Stations of the Cross, weddings, baptisms, and funerals upon request.

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Parish Strategic Plan

Liturgy

Action Step 10: Evaluate the music/instrumental balance of services.

Accomplishments:

- A survey about liturgies was done a year ago in the spring on all aspects of liturgy, not just music. This was evaluated by the Liturgy Team as well as the input from the listening session in February of 2004.
- Handbell choir started
- Organ committee established
- Engaged Holtkamp Organs to provide specifications for the placement of a pipe organ within the church
- Continue to benchmark parish Music Ministry activities and repertoire against national “normative” standards. Will provide report to the Pastor in June 2005
- In an attempt to double the current number of participants within Music Ministry over the next three years held two recruitment drives in September and October of 2004. Largest influx of participants this year has been within the Contemporary Ensemble.
- Purchase of robes for Music Ministers enhances liturgy.

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Parish Strategic Plan

Liturgy

Action Step 11: Evaluate the functionality of the worship space (sanctuary, music, cantors, sacristy, etc.)

Accomplishments:

- The current Master plan defines the existing use of worship space and proposes the re-configuration and/or expansion of the worship space based on potential Parish growth. The objective is to review the Master Plan periodically to assure that it reflects the latest thinking on the worship space.
- Location for cantors has been moved
- Reconfiguration of pews for flow of communion and functionality of music ministry has been implemented
- Sanctuary reorganized to accommodate deacon and seminarian and facilitate Altar Servers
- Growing room constructed
- Kiosk to provide information on all ministries and better organize narthex space

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Parish Strategic Plan

Liturgy

Action Step 12: Develop and expand role of laity in the coordination of liturgical events, such as Holy Week and Christmas celebrations.

Accomplishments:

- Celebration teams along with the liturgy team have been coordinating these events in the past.
- In 2005 Holy Week will be coordinated by the entire Liturgy Team (rather than the Lenten Celebration Team)

St. Ignatius of Loyola Catholic Church Parish Strategic Plan

Service

Goal:

Called by faith to serve God's people, we at St. Ignatius strive to meet that calling through various types of service.

Rational:

“Whatever you do for the least of my brothers and sisters, you have done for me.”

St. Ignatius of Loyola Catholic Church

Parish Strategic Plan

Service

Action Step 1: Help parishioners understand that service is an integral part of our faith.

Accomplishments:

- Service projects for Confirmation, Middle School & High School youth
- Vacation bible school
- First Friday gatherings have service component
- Service integrated throughout youth education programs
- Parish Council approved the formation of Justice and Mercy committee in December 2003
- “Justice Proclaimers”, a subcommittee of the Justice and Mercy committee, publicizes information concerning the following social justice organizations and activities:
 - Maryland Catholic Conference
 - Catholic Charities Office of Parish Relations
 - Western Maryland Committee for Social Justice
 - Catholics in Annapolis Night
 - Jack Jezrell’s *Just Faith*
 - USCCB *Faithful Citizenship*, September 16, 2004
 - Pro-Life Maryland Inc.
 - Formation Day at the Mount
 - Right to Life March
- The Gabriel Project, a pro-life effort, is supported by the Ladies Auxiliary of the Knights of Columbus

St. Ignatius of Loyola Catholic Church Parish Strategic Plan

Service

Action Step 2: Develop on-going opportunities for participation in all ministries.

Accomplishments:

- Liturgy Team has held a ministry fair for the past three years as well as having done other types of recruitment
- Evaluation of in-pew recruitment is ongoing
- The Liturgy Team has supported development of new ministries as needs of the parish became apparent, i.e. Justice and Mercy
- The Justice and Mercy committee is to designate a “recruiter” for the five subcommittees it supports:
 - Social Concerns
 - Pastoral Visitors
 - Home Nursing and Wellness
 - Bereavement
 - Justice Proclaimers

St. Ignatius of Loyola Catholic Church Parish Strategic Plan

Service

Action Step 3: Evaluate and make necessary changes to our efforts with the special needs population.

Accomplishments:

- Youth education prepared to deal with developmental disabilities
- Person in the parish identified as liaison to the deaf community

St. Ignatius of Loyola Catholic Church

Parish Strategic Plan

Service

Action Step 4: Continue development of our Healthcare and Bereavement Ministries.

Accomplishments:

- Bereavement was developed within the Liturgy Team and has now joined other ministries to become a subcommittee of the Justice and Mercy Committee.
- The goal of the bereavement ministers is that no member of our faith community grieves alone. The Bereavement subcommittee addresses:
 - Support for anticipatory death
 - Liturgy planning for funeral
 - Wake service
 - Attending funeral Mass and/or participating in Liturgy
 - Baby-sitting service
 - House-sitting service
 - Meal following cemetery services
 - Continued support after the funeral
- The Home Nursing and Wellness ministers arranged a parish blood drive, through the Frederick Red Cross, in July of 2004

St. Ignatius of Loyola Catholic Church

Parish Strategic Plan

Service

Action Step 5: Evaluate the scope, needs and actions of our Social Concerns Ministry.

Accomplishments:

- The Social Concerns ministers respond to needs in a Christ-Like manner with compassion, acceptance, fairness and understanding. The following activities are some of those addressed by the Social Concerns ministry:
 - Monthly collection and distribution of donated food items
 - Cinderella collection of prom dresses available for loan
 - Furniture, appliances, and cash are distributed as emergencies arise
 - Items needed for infant care, Head Start, and school programs are gathered and distributed
 - Six hundred Christmas gifts were collected and distributed in 2003
 - Six hundred fifty coats were collected and distributed to the Frederick Rescue Mission
- The Pastoral Visitors carry Jesus to those who can't get about (those at home, in nursing homes, in hospitals, and in hospice care) in addition to planning anointing Masses for the sick of the parish community

St. Ignatius of Loyola Catholic Church Parish Strategic Plan

Service

Action Step 6: Encourage groups within our church to make social action a part of their goal/activity/mission.

Accomplishments:

- Publicized the work of the Maryland Catholic Conference
- Outside speakers during Mass to speak on clothes made outside the US
- Holding Social Justice Topic night for High School youth
- Providing selected social justice projects for youth participation (grades 6-12)

St. Ignatius of Loyola Catholic Church

Parish Strategic Plan

Service

Action Step 7: Investigate opportunities for service to our parish, local communities and beyond.

Accomplishments:

- Four Shut-In Masses at the National Shrine of the Immaculate Conception were filmed in 2004
- Sharing the Feast of Christ the King with St. Anne Choir
- Piano Concerts – Several completed and scheduled
- Lessons and Carols
- Christmas in the Country Church Tour

St. Ignatius of Loyola Catholic Church Parish Strategic Plan

Stewardship

Goal:

To create a sense of ownership of the parish by all members through the use and development of our God-given gifts of time, talent and treasury.

Rational:

God calls us through faith to use the gifts we have been given for the benefit of all. Much is expected from those to whom much has been given.

St. Ignatius of Loyola Catholic Church

Parish Strategic Plan

Stewardship

Action Step 1: Develop a greater awareness of the parish's time, talent and treasury needs

Accomplishments:

- Two year theme of "Our Baptismal Call" reflects on how one can join in parish activities and participate in ministries
- Scheduled and held talks/presentations at all masses by each area of the church: Service, Liturgy, Finance, etc. to provide updates as well as an opportunities for a "call to serve" to the parish community at large by each of the committees.
- Presented highlights of the Strategic Plan at all Masses to provide the parish with updates and keep parishioners involved with the overall mission of the parish.
- "Stewardship Sunday" or the "Ministry Fair" provided an opportunity for people to talk to individuals involved in each of the areas and to volunteer their time/talent. This activity also gave each area an opportunity to reach out to the parish individually, face-to-face.
- The Finance Committee conducts an annual stewardship outreach to all parish members. There have been letters sent by Father John reminding parishioners of the need for their stewardship and members of the Finance Committee have spoken at masses about parish needs. Reminders to send in stewardship pledges are periodically done.

St. Ignatius of Loyola Catholic Church Parish Strategic Plan

Stewardship

Action Step 2: Support efforts to make sure that staffing is paid a just wage for services.

Accomplishments:

- Working with Father John, the Finance Committee has been increasing the wages of staff.
- Substantial gains have been made in the past eighteen months to meet diocesan scale or professional association recommendations

St. Ignatius of Loyola Catholic Church

Parish Strategic Plan

Stewardship

Action Step 3: Achieve greater adherence to Archdiocese Policy in handling of money and Parish Assets.

Accomplishments:

- The Parish was audited by the archdiocese. As a result, the Parish adopted several recommendations associated with the handling of funds. The Parish has made changes in the ways it handles money. It has purchased a new safe for Sunday collections and changed the procedures for money counters

St. Ignatius of Loyola Catholic Church Parish Strategic Plan

Stewardship

Action Step 4: Develop funding for contingency needs as it relates to unexpected expenses.

Accomplishments:

- Small unexpected expenses can be handled on a case by case basis. The Parish budget does not currently have sufficient funding for significant unexpected expenses.

St. Ignatius of Loyola Catholic Church Parish Strategic Plan

Stewardship

Action Step 5: Create a Fundraising Sub-Committee of the Finance Committee for the purposes of balancing the budget and/or debt reduction.

Accomplishments:

- There has not been a separate sub-committee established but the Finance Committee continually reviews the budget to balance the contributions and required expenses.

St. Ignatius of Loyola Catholic Church Parish Strategic Plan

Stewardship

Action Step 6: Establish and support a Development Committee that would be responsible for devising a plan for paying down the current debt and plan for funding of capital improvement needs.

Accomplishments:

- There is an independent Development Committee to develop a capital campaign. The Finance Committee supports the Development Committee for planning for capital improvements associated with the Parish Master Plan.

St. Ignatius of Loyola Catholic Church Parish Strategic Plan

Stewardship

Action Step 7: Examine alternatives to weekly second collections.

Accomplishments:

- The needs for weekly second collections were reviewed and changed so there is not a second collection every weekend.

St. Ignatius of Loyola Catholic Church Parish Strategic Plan

Other

Goal:

To create an environment that will support our mission as God's people.

Rational:

With the right tools we can accomplish our goals and our parish mission.

St. Ignatius of Loyola Catholic Church Parish Strategic Plan

Other

Action Step 1: Ensure that the parish governing documents are relevant to the needs of our community at any point in time. Review and update the current By-Laws by November, 2003.

Accomplishments:

- Completed

St. Ignatius of Loyola Catholic Church

Parish Strategic Plan

Other

Action Step 2: Develop strategies/procedures for succession planning for ministries and committees.

Accomplishments:

- Parish Council has re-written bylaws to allow for succession
- Committees are defining terms of office and succession in bylaws
- Ministries are documenting procedures and training which will facilitate succession
- The Parish Council has put together an orientation booklet for new members to the Parish Council

St. Ignatius of Loyola Catholic Church Parish Strategic Plan

Other

Action Step 3: Provide greater awareness/clarity of organizational structures of the parish staff, committees, ministries, and other groups.

Accomplishments:

- In progress. We should have an organizational chart by the first of the year as defined in Parish Council by-laws

St. Ignatius of Loyola Catholic Church Parish Strategic Plan

Other

Action Step 4: Define the functions/roles of ministries and groups and their leadership parameters.

Accomplishments:

- In the last eighteen month the ministries have developed mission statements
- Ministry training and procedures have been documented and updated/reviewed

St. Ignatius of Loyola Catholic Church

Parish Strategic Plan

Other

Action Step 5: To ensure that the parish's technological capabilities keep in step with technological advancements.

Accomplishments:

- Networking of the copier facilitates workflow and sharing of information
- Parish network with satellite internet connection completed
- Server with Microsoft Exchange Server (allows sharing of personal calendars by office staff and internal email) software has been installed
- Computer hardware and software upgrades for office staff have been completed.
- Outside computer professional was hired to address network problems and provide on-going tech support

St. Ignatius of Loyola Catholic Church Parish Strategic Plan

Other

Action Step 6: To implement in a timely manner the Master Plan.

Accomplishments:

- Plan is complete, we have done the feasibility study and we are ready to begin our capital campaign.

St. Ignatius of Loyola Catholic Church Parish Strategic Plan

Other

Action Step 7: Recommendation – The Parish Council be comprised of 9 elected individuals. Three members voted in annually for a term of three years.

Accomplishments:

- Complete

St. Ignatius of Loyola Catholic Church

Parish Strategic Plan

Other

Action Step 8: Recommendation – The establishment of the following standing committee's; Justice & Mercy; Development; Vision; and a subcommittee under the Finance Committee for Fundraising.

Accomplishments:

- All is complete with the exception of the fundraising committee
- A sub-committee for fundraising has not been established. However, a Development Committee for developing a capital campaign has been formed to meet the needs of the Parish's Master Plan.