

# Diocese of Bridgeport Parish Pastoral Plan

## "Building a Bridge to the Future"

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Part One: Introductory Information
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**Parish:**

St. Michael the Archangel R.C. Church
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**Pastor:**

Rev. Ian Jeremiah
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**Date:**

September 30, 2016
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**Parish Task Force Members:**

**Leadership Position:**

1) Rev. Richard D. Murphy	Associate Pastor
2) Frank J. Gilbride	Chairman, Parish Task Force & Finance Committee
3) Terry Goodwin	Co-Chairman, Finance Committee
4) Carol R. James	Trustee, Parish Council & Finance Committee
5) Michael Nedder	Finance Committee
6) Dorothy Riera	Parish Council and Head of Sanctuary Guild
7) Barbara Ripp	SMWA Board Member
8) Liza Sama	Parish Council
9) John E. Schmeltzer III	Trustee, Parish Council & Co-Chairman Finance Committee
10) Roni Schmitz	Parish Council & President SMWA
11) Mary Ellen Tiernan	Parish Council & Pastoral Assistant for Faith Formation

**Signature of the Pastor:** \_\_\_\_\_

Pastoral Challenge #1: Worksheets for Parish Goals and Action Steps

*Please note: One Worksheet must be completed for each pastoral challenge to be addressed.*

**A. Pastoral Challenge to be addressed:**

- |   |                          |   |                      |
|---|--------------------------|---|----------------------|
| € | Catechesis and Education | € | Leadership           |
| € | Evangelization           | € | Liturgy and Workshop |
| € | <u>Family Life</u> ✓     |   |                      |

**B. Rationale for Choosing this Priority Area:**

We recognize the need to augment and strengthen the spiritual bonds between the Parish and inactive Parishioners to evangelize parents to share their relationship with Jesus and the Church with their children, many of whom attend public and private non-Catholic schools. Parents must be afforded further education in their faith as the first catechists of their children.

**C. Statement of the First Goal to be achieved:**

Expand the formation, education and evangelization of Parish families.

**a. Action Step #1 to achieve the Goal:**

Mine the Parish data base to obtain a better understanding of and to develop an in-house analysis of the Parish demographics, including the ages and ethnicity of Parish families, to assist in developing targeted family programs for the Parish.

**Summary Information for Action Step #1:**

- Timeline for completion: 2016 through 2017 fiscal year
- Responsible persons/Task Force: Task Force members/Linda Grimaldi, Parish Secretary
- Diocesan Office assisting (if any): Parish Finance Services
- Projected Costs (if any): None

*(Please complete this page only if the parish plan proposes additional action steps to realize its First Goal)*

**b. Action Step #2 to achieve Goal:**

Based on mining the Parish data, determine interest in engaging other segments of the Parish, including the establishment of a Parish Men’s Association to strengthen the spiritual bond of unity among its members. Outreach to Parishioners and non-Parishioners in the Greenwich Community.

**Summary Information for Action Step #2:**

- Timeline for completion: 2016 through 2017 fiscal year
- Responsible persons/Task Force: Michael Nedder and Skip Auch
- Diocesan Office assisting (if any): N/A
- Projected Costs (if any): None

Pastoral Challenge #2: Worksheets for Parish Goals and Action Steps

***Please note: One Worksheet must be completed for each pastoral challenge to be addressed.***

**A. Pastoral Challenge to be addressed:**

- |   |                          |   |                                     |
|---|--------------------------|---|-------------------------------------|
| € | Catechesis and Education | € | Leadership                          |
| € | Evangelization           | € | <b><u>Liturgy and Worship</u></b> ✓ |
| € | Family Life              |   |                                     |

**B. Rationale for Choosing this Priority Area:**

We recognize the need to enhance a welcoming environment of prayer and worship for existing, new and returning Parishioners to create a more vibrant Faith Community rooted in Jesus, and to offset the exodus of Parishioners migrating from the Parish Community.

**C. Statement of the Second Goal to be achieved:**

Increase registered Parishioners by 5% over the next two years, maintain and increase participation in the Parish functions – augment, expand and strengthen Parish communications/outreach to be more welcoming and “invite” more people in the greater community to come to our Parish.

**a. Action Step #1 to achieve Second Goal:**

Enhance, maintain and supplement the upgraded Parish Website. Establish a Welcoming Committee for outreach to new Parishioners and former Parishioners: including (i) a welcome packet for new families; (ii) personal invitations to former Parishioners and marginalized Catholics “to come back” to the Parish; (iii) have greeters at Sunday Mass and other Sacramental celebrations; and (iv) host coffees after Mass to encourage involvement, participation and volunteerism.

**Summary Information for Action Step #1:**

- Timeline for completion: 2016 through 2017 fiscal year
- Responsible persons/Task Force: Dorothy Riera, Barbara Ripp, Roni Schmitz and Michael Nedder
- Diocesan Office assisting (if any): N/A
- Projected Costs (if any): None

**b. Action Step #2 to achieve Second Goal:**

Continue the revitalization of our liturgy and worship by our Pastor and Father Richard by: (i) building an improved music ministry; (ii) encouraging continued involvement in liturgical ministries, with special attention to the diversity of our community; and (iii) collaborate with other Greenwich Parishes to foster an open, inviting and welcoming environment to the Greenwich Community to engage and participate in the life of our Parish.

**Summary Information for Action Step #2:**

- Timeline for completion: 2016 through 2017 fiscal year
- Responsible persons/Task Force: Father Ian, Father Richard, Liturgy Committee and Music Committee
- Diocesan Office assisting (if any): N/A
- Projected Costs (if any): Minimal

Temporalities and Administrative Challenge: Worksheets for Parish Goals and Action Steps
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*Please note: One Worksheet must be completed for each temporalities challenge to be addressed*

**A. Temporalities and Administrative Challenge to be addressed:**

€	<b><u>Building and Facilities</u></b> ✓	€	Finances
€	Community Life		

**B. Rationale for Choosing this Priority Area:**

Our Parish buildings, facilities and grounds must be safe, structurally sound and welcoming to support the Parish mission, and there are a number of urgent infrastructure needs that affect safety and/or specific operational efficiency that must be assessed and addressed as disclosed in the January 31, 2014 Building Condition Survey Report prepared by PC Studio Architect, PLLC.

**C. Statement of the Third Goal:**

To promptly identify, assess and correct the critical infrastructure conditions that adversely impact safety and/or the operational efficiency at the Parish properties.

**a. Action Step #1 to achieve Third Goal:**

Identify and assess in the order of priority the urgent infrastructure conditions affecting the safety of our Parishioners and staff and/or the operational efficiency of the Church that require immediate repair and/or restoration including, but not limited to: (i) cracked, raised and missing masonry on exterior walkways; (ii) missing exterior lighting; (iii) electrical panel and exposed junction boxes; (iv) drainage and interior plumbing issues; (v) malfunctioning HVAC and duct work; (vi) bunching of dated carpeting and broken pews.

**Summary Information for Action Step #1:**

- Timeline for completion: 2016 through 2017 fiscal year
- Responsible persons/Task Force: Finance Committee/Terry Goodwin, John Schmeltzer, Frank Gilbride and Carol James
- Diocesan Office assisting (if any): Director of Real Estate
- Projected Costs (if any): None

**b. Action Step #2 to achieve Third Goal:**

Engage the Parish Finance Committee to compile and prioritize a capital improvement/immediate needs assessment and quantify and prepare an accurate cost estimate to address and correct each critical infrastructure need and to source a Project Manager to assist with the oversight of the capital needs project.

**Summary Information for Action Step #2:**

- Timeline for completion: 2016 through 2017 fiscal year
- Responsible persons/Task Force: Finance Committee/Terry Goodwin, John Schmeltzer, Frank Gilbride and Carol James
- Diocesan Office assisting (if any): Unknown
- Projected Costs (if any): Unknown

**c. Action Step #3 to achieve Third Goal:**

Draft and finalize a letter to Bishop Caggiano seeking permission to undertake a specific capital fundraising effort from the Parishioners to focus on and raise funds for the critical parish infrastructure needs that affect safety and specific operational efficiency, and respectfully request that the contributed funds not be subject to the Diocese Cathedraticum.

**Summary Information for Action Step #3:**

- Timeline for completion: 2016 through 2017 fiscal year
- Responsible persons/Task Force: Finance Committee/Terry Goodwin, John Schmeltzer, Frank Gilbride and Carol James
- Diocesan Office assisting (if any): Unknown
- Projected Costs (if any): Unknown

**Optional Question:**

1. If you had the ability to respond to a third pastoral challenge, which would you choose and why?

The challenge of focusing on and cultivating the next generation of volunteer leadership through “succession” planning. We are targeting younger individuals and families who are often over-committed with other family, professional and business responsibilities and stresses in our Greenwich Community.