**Our Lady of the Lakes Pastoral Plan - Revised May 2018**

Planning for the future must be based on current reality and what we can realistically expect. These are the realities which guided our efforts:

- A priest must preside in order for the Eucharist to be celebrated.

- The Code of Canon Law for the Universal Church requires that each priest may preside at no more than three weekend Masses of Sunday obligation (including Saturday Masses of anticipation) on a given weekend.

- OLOL currently has only two full-time priests.

- Our Lady of the Lakes encompasses four worship sites covering an area of approximately 600 square miles.

**A Single Parish Structure**

Our Lady of the Lakes Parish Pastoral Council

- Consultative body to the Pastor

- Forms community as a sign and witness of unity for the entire parish community

- Provides recommendations for parish priorities, directions and policies through pastoral planning.

- Promotes communication, understanding and collaboration among parish organizations and between the parish, the diocese and the universal Church.

- Membership: Council members are expected to commit to both monthly meetings and to undertake leadership for the many tasks and issues facing the Pastor and the Council.

At least two from each worship site. Then, weighted by the number of parishioners at each worship site, St. Jan’s would have one additional member on council and St. Mike’s would have three additional members. The total Council membership would be 12.

The Pastor may appoint 3 additional members at his discretion.

Ex-officio members include Business Manager, Director of Faith Formation, Principal of St. Michael School

Our Lady of the Lakes Finance Council

- Consultative body to the Pastor

- Advises the Pastor regarding stewardship of parish financial resources

- Provides counsel and assistance in the following areas:

Developing and overseeing the process for determining and approving the annual parish budget

Providing analysis of current financial reports

Assisting in the development, format and presentation of an annual report to the parish community

Developing a long-range financial plan for funding operational and capital needs in the parish

Providing analysis regarding fiscal implications of proposed goals, strategies and programs

Providing consultation to the Pastor regarding financial actions requiring the bishop’s approval

- Minimum of one member from each worship site’s finance team

- Staff to the Finance Council: Business Manager

**Future Weekend Worship and Locations for Ministry/Worship**

We anticipate maintaining 4 worship sites (plus a continued connection with Keuka College) until either a change in the availability of priests or financial realities necessitate reducing the number of buildings we keep open. The Finance Council and Business Manager will continue to track the collection revenues coming from each worship site, the percentage that goes into building maintenance versus ministry, and whether the local worship site is able to generate its share of total parish income. We recommend that currently existing CD’s or savings in each current worship site be designated as funds to support that local worship site as long as it is open. This information will be shared with the Pastoral Council and with parishioners at large.

When there is a change in the availability of priests or when financial realities necessitate reducing the number of buildings we keep open, we will discern the viability of each worship site in the areas of worship, financial support to the parish and involvement in the committees and teams of the parish and the particular worship site. The sites will be located at St. Michael, Penn Yan; St. Januarius, Naples; St. Theresa, Stanley; and St. Patrick, Prattsburgh. All unused buildings will either be sold or utilized by another entity whose activities are not in conflict with the mission of the Church.

With two priests assigned to Our Lady of the Lakes, there will be *seven* weekend Masses among the remaining sites except during the winter months, *when the Mass schedule will be reduced to six Masses*.

**Proposed Our Lady of the Lakes Leadership and Administration**

Projected Staff

Priests

Deacons

Business Manager

Religious Education Coordinator (part time)

Office and maintenance staff as needed

**Parish-Wide Committees**

Catechetical Formation Committee

 Members from each worship site, Pastor and Religious Education Coordinator

Recommends direction for religious instruction for children and adults

Coordinates with Religious Ed Coordinator, Sacramental Preparation Programs

Coordinates parish-wide programs

Provides training for teachers, RCIA leaders, etc.

Submits combined annual budget to Finance Committee and Business Manager

Promotes small Christian communities

The Religious Education Coordinator will work with the Catechetical Formation Committee, parents, catechists and parishioners to make appropriate changes to the program, particularly for children, families and adults.

Liturgy Committee

Members from each worship site, Priests

Decides direction for Liturgy based on input from worship sites

Sets liturgical themes for seasons to be implemented at each worship site

Coordinates parish-wide programs (including Holy Day celebrations)

Assures training for liturgical ministers in collaboration with the priests and staff

Solicits annual budget requests from worship sites

Submits combined annual budget to Finance Committee and Business Manager

Social Ministry Committee

Members from each worship site and Pastor (or his representative)

Coordinates parish-wide programs at each worship site

Provides training for social ministry in collaboration with the priests and staff

Prepares and submits annual budget to Finance Committee and Business Manager

Buildings & Grounds Committee

Members from each worship site and Pastor or his representative

Director of Maintenance and Business Manager

Coordinates maintenance schedules for each worship site

Assesses building conditions for each worship site

Stewardship Committee

Members from each worship site and Pastor or his representative

Conducts periodic Stewardship weekends at each worship site

Promotes the education of Time, Talent and Treasure at each worship site

Prepares and submits annual budget to Finance Committee and Business Manager

Evangelization

Motivates parishioners to be evangelizers within their faith committee

Does follow up with families who belong to the parish and have had a child baptized

Care of the Community Team

Serves as bridge in communication among the members of the worship site, the Pastor and staff, and the Pastoral Council, especially with regard to raising concerns and sharing ideas.

All meetings should involve the Pastor or his representative

Communicates news from Parish Council and other committees to the worship site members

Discusses the needs of the worship site and identifies possible solutions to potential problems.

Helps worship site members transition to a single parish (e.g. arrange transportation as need to Masses, faith formation programs, etc.)

Pays attention to who is missing, contacts them to hear their concerns and needs, encourage them to remain with Our Lady of the lakes

Team should meet at least 3 times per year

This Care of the Community Team may form other Teams at each worship site, as needed. These teams may include: Liturgy, Stewardship & Evangelization, Ministry, Facilities and Hospitality.

Include a representative to appropriate parish-wide committee

Implement the activities of the parish committees at the worship sites

Provide suggestions/requests to parish committees

The vitality of each worship site is vital to the welfare and growth of the parish. Each year a review will be undertaken for each worship site, looking at attendance and cooperation of each worship site with the goals set by the Pastoral Council. Ongoing lack of vitality should bring discernment about the future of the worship site/worshipping community.

**Our Lady of the Lakes and St. Michael School**

St. Michael School has been a vital ministry in our are for 132 years and has served students and families not only from St. Michael’s, but also from other parishes within Our Lady of the Lakes. In addition, the school provides a quality education to many non-Catholic families. Today, St. Michael School is the largest out-reach ministry of Our Lady of the Lakes, teaching the youth in our communities about Christ. Questions of enrollment and viability are being aggressively addressed, and the value of our current ability to provide a Catholic education to all children is given every opportunity to flourish. We believe that the OLOL Pastoral Council and the OLOL Finance Council have made the integration of St. Michael School a high priority in our parish.

**Our Lady of the Lakes and Catholic Campus Ministry at Keuka College**

Dialogue with students and the chaplain at Keuka College, and weekly mass attendance at the College site continues to lead us to a fluid plan for serving the students at Keuka. Currently, the plan calls for:

Helping them take an active role in worship and community at the college site

Providing a number of special liturgies and services on campus through the year

Meeting and planning periodically with chaplain and students