**Our Lady of the Lakes Pastoral Plan**

*Mission Statement:*

*We come together in our common faith as God’s Holy People. Strengthened by the Word of God and His sacraments, we go forth in faith to love and serve one another.*

Planning for the future must be based on current reality and realistic expectations. These are the realities which guide our efforts:

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

- The Code of Canon Law for the Universal Church places requirements on priests saying weekend masses. A priest may say three masses on Sunday.

- Our Lady of the Lakes currently has one full-time priest.

- Our Lady of the Lakes encompasses three 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.

- There will be at least two members from each worship site; then weighted by the number of parishioners at each worship site, St. Januarius will have one additional member on council and St. Michael will have three additional members. The Pastor may appoint 3 additional members at his discretion.

St. Januarius: 3 members St. Michael: 5 members St. Patrick: 2 members At Large: 3 members

**Total Council membership will not exceed 13**

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

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

Oversees Buildings & Grounds Committee

Oversees Cemetery Committee

- Minimum of one member from each worship site

- Staff to the Finance Council: Business Manager

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

We anticipate maintaining 3 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.

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; and St. Patrick, Prattsburgh. Any unused buildings will either be sold or utilized by another entity whose activities are not in conflict with the mission of the Church.

With onepriest assigned to Our Lady of the Lakes, there will be fourweekend Masses among the sites. Masses will be scheduled based on necessity, not convenience. The present schedule will be evaluated in January.

**Leadership and Administration**

Staff

Priest

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 (or his representative) 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, Pastor (or his representative)

- 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

- 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

Technology Committee

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

- Evaluates technology needs of each worship site and Parish as a whole (churches, rectory, school, office, etc.)

- Track technology progress and prioritize initiatives

- Identify training needs

- Identify budgeting needs

- Assist in planning for future technology upgrades

- Make recommendations concerning acquisition, implementation and regular maintenance of equipment

Care of the Community Team

- Gathers at each worship site to discuss issues relevant to that specific site.

- 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 draw 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 serving students and families in our area since 1882. The school also 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. Meeting and planning periodically with chaplain and students

(Revised August 2021)