

Diocese of Winona
Vision 2016 Parish Cluster Pastoral Planning Process
Meeting 3 Report

February 4th, 2016

Parish Cluster of St. Leo in Pipestone, St. Catherine in Luverne, St. Martin in Woodstock, St. Joseph in Jasper, and St. Mary in Ellsworth, MN

Introduction

In the third and final facilitated meeting of the Vision 2016 Parish Cluster Pastoral Planning Process, the key agenda items were designed for moving the plan toward completion. This will be a new parish cluster that now includes five parishes, three of which already operate as a Tri-parish (St. Leo, St. Martin and St. Joseph) and share a pastor, and St. Catherine in Luverne and St. Mary in Ellsworth, which share a pastor. St. Joseph, St. Martin and St. Mary have been recommended for oratory status. Based upon the initial recommendation from the Diocese of Winona, St. Mary in Ellsworth initially was paired with a different cluster and had requested moving into to this cluster, which the Bishop has approved.

Key Outcomes

- A. Finalized recommended liturgy schedule for one-pastor plan and outlined need for possible co-pastor plan.
- B. Determined additional planning steps needed, including more meetings between the pastors and key leadership and/or staff and coordinators in the coming weeks.

Key Next Steps

- | | |
|---|---------------------------------------|
| 1. Finalize notes from meeting | Christine, Leandra and Pastors |
| 2. Pastors and small team meet to complete plan | Pastors and designated parish leaders |

Additional Planning Questions:

- Can parishes – or at least oratories — find lower insurance outside of the providers arranged through the Diocese?
- To whom can we sell our churches? What are the guidelines, given that we do not have funds to raze the buildings or even maintain them?
- Is there discussion at the Diocese about raising funds to assist churches to close with the costs of razing the buildings, perhaps even state funding?

Meeting Updates

- Tri-parishes are coordinating inventories of all three parishes, same with histories using St. Martin's history as a model.
- St. Mary inventory is complete with photos and with the photos on a memory stick. Celebrated the 125th anniversary of the church five years ago, so have only to update for the last five years, which is in progress. This also includes records and history from the former St. Mary's school.
- St. Catherine and St. Mary completed two parts of a self study.
- St. Catherine's history is up to date.
- St. Mary leaders stated that the parish would like to remain open as a parish until Fr. Tom retires, then move to oratory status.

Vision 2016 - *Recommended* Parish Cluster Pastoral Plan for

St. Leo (Pipestone), St. Catherine (Luverne), St. Martin (Woodstock), St. Joseph (Jasper), and St. Mary (Ellsworth)

Recommended Liturgy Schedule (effective July 2016):

See next page for phased-in schedule.

Recommendations Regarding Parish Council(s):

1. To be completed by March 1

Recommendations Regarding Finance Council(s):

1. To be completed by March 1

Recommendations Regarding Use of Oratory:

1. St. Mary – Recommends oratory status over closure at this time. Annual cost estimate = \$33,000, for maintaining. May possibly recommend using the church as a shrine in Honor of Our Lady of Victory (former school's name). Would prefer weekday Masses at Parkview Manor in Ellsworth rather than at the Oratory. Would also plan to use the church for funerals and weddings, for as long as possible and as people are interested.
2. St. Martin – Considering closing (meeting Feb. 13 to discuss). Also considering selling the building. Mass attendance is declining already. Anticipate that the church may need to close. It's a beautiful building. Would be able to have funerals. Have only had 3 weddings in last 8 years. Hope is to sell the building. If don't sell it, must maintain. Includes rectory, which is well maintained. Cost to maintain the oratory annually (estimate) = \$16,000, including rectory. New Life Treatment Center has looked at the building, no offers.
3. St. Joseph's – Approached the Mayor to see if the City would be interested in the building. Also was an interest from a grower for indoor planting – no follow up. Assessed value = \$710,000. Mayor has said the City does not want to "Let this slip away." Annual main cost = \$12,000 if oratory and \$10,000 if closed.

Recommendations Regarding Care and Maintenance of Cemeteries:

1. To be completed by March 1

Liturgy Schedule – Co-Pastor Plan (summer of 2016) and One- Pastor Plan

Note: The group would likely add a Spanish Mass weekly to either set of options with support from a Spanish-speaking and/or retired priest.

Transitional Schedule with Two Pastors and 5 Parishes	Transitional Schedule with <u>Co-Pastors</u> and Three Parishes (and Oratories)	Schedule with One Pastor and Two Parishes (and Oratories)
<p>St. Leo/Pipestone:</p> <ul style="list-style-type: none"> • Sunday at 10:00 a.m. • Sunday at 2:30 p.m. (Spanish Mass) <p>St. Martin/Woodssock:</p> <ul style="list-style-type: none"> • Saturday at 5 p.m. <p>St. Joseph/Jasper:</p> <ul style="list-style-type: none"> • Sunday at 8 a.m. <p>St. Catherine/Luverne:</p> <ul style="list-style-type: none"> • Saturday at 5:30 p.m. • Sunday at 10:30 a.m.* <p>St. Mary/Ellsworth:</p> <ul style="list-style-type: none"> • Sunday at 8:30 a.m. 	<p>St. Catherine/Luverne:</p> <ul style="list-style-type: none"> • Sunday at 8:00 a.m. • Saturday at 5:30 p.m. (November-April) <p>St. Leo/Pipestone:</p> <ul style="list-style-type: none"> • Sunday at 10:30 a.m. • Saturday at 5:30 p.m. (May-October) <p>St. Mary/Ellsworth:</p> <ul style="list-style-type: none"> • Sunday at 5:30 p.m. 	<p>St. Catherine/Luverne:</p> <ul style="list-style-type: none"> • Sunday at 8:00 a.m. • Saturday at 5:30 p.m. (November-April) <p>St. Leo/Pipestone:</p> <ul style="list-style-type: none"> • Sunday at 10:30 a.m. • Saturday at 5:30 p.m. (May-October)
	<p>St. Catherine/Luverne:</p> <ul style="list-style-type: none"> • Sunday at 8:00 a.m. • Sunday at 5:30 p.m. (November-April) <p>St. Leo/Pipestone:</p> <ul style="list-style-type: none"> • Sunday at 10:30 a.m. • Sunday at 5:30 p.m. (May-October) <p>St. Mary/Ellsworth:</p> <ul style="list-style-type: none"> • Saturday at 5:30 p.m. 	

Vision 2016 Measures

A series of Measures of becoming a stronger, more visible Catholic presence in southern Minnesota

Parish Cluster Pastoral Plan Element A: Vibrant and Vital Diocese				
Measure	2015 Condition	2016 - 17 Goal	2017 - 18 Goal	Vision 2016
A. Clarity, Acceptance and Implementation of Vision 2016 and Implementation of the Parish Pastoral Plans	•	•	•	Our Priests and Deacons strongly support the Diocesan Vision 2016 and its decisions and are providing pastoral leadership in the implementation of our Parish Pastoral Plan in partnership with parishioners
B. Use of Adoration whenever we gather to ground and enliven our spirit, our awareness and our work	•	•	•	Priests, Deacons and parishioners are strongly engaged in Adoration for 30 + minutes prior to our shared meeting and work
C. Technology and Communications are bridging the distance between us in effective and efficient ways	•	•	•	Diocesan and parish investment in technology and communications allows for meeting "at a distance" limiting drive times and inefficient use of time
D. Parish Ministry and Operational Needs are Met	•	•	•	105 % of parish ministry and operational needs are met and Diocesan / Special Appeals are fully funded annually
E. Transparency and Collaboration between Parishioners, Priests and Staff	•	•	•	Priests, Staff and Parishioners are appropriately transparent and effectively collaborating with each other in achieving the Parish Pastoral Plan Actions and Goals

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Parish Cluster Pastoral Plan Element B: Vibrant and Vital Catholic Parishes				
Measure	2015 Condition	2016 - 17 Goal	2017 - 18 Goal	Vision 2016
A. Quality of and Participation in Liturgy and the Sacraments	•	•	•	70+ % parishioner participation in Sunday liturgy and Sacraments that is: <ul style="list-style-type: none"> • in fidelity to Norms and Rubrics, • found to be the best source of faith and teaching by parishioners, and • engaging and meaningful to Celebrant and parishioners
B. Stewardship of Time, Talent and Treasure	•	•	<ul style="list-style-type: none"> • Professional staff to support the new cluster • Admin for the cluster • Deacon • Nun to the support the cluster • Need to seek guidance and input across the cluster and from the Diocese on how to address staffing and programming 	70+ % parish household participation in: <ul style="list-style-type: none"> • weekly stewardship @ 2+ % of gross income and • annual parish ministry or community service in some form by all faithful
C. Quality of and Participation in Faith Formation of the parish	<ul style="list-style-type: none"> • Shared FF coordinator and program at St. Catherine and St. Mary (younger kids at St. Mary, older kids at St. Catherine.) 	•	•	70+ % parishioner and staff satisfaction with the breadth and quality of Faith Formation for all ages and conditions

D. Quality of and Participation in Pastoral Care and Social Justice Ministries of the parish	<ul style="list-style-type: none"> • Ministry of Care program at St. Catherine and St. Mary • Homebound ministry at Tri-Parish – care center masses each Thursday weekly at 10:30 a.m. • Have Spanish ministry (Volunteer) at Tri-Parish) • Youth Ministry is growing at St. Catherine • CIA at both existing clusters - 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Implement a ministry of Care program across the entire cluster • Continue homebound ministry • Find leaders who can recruit members • 	70+ % parishioner and staff satisfaction with the breadth and quality of Pastoral Care and Social Justice Ministries
E. Welcoming, honoring and integration of all parishioners and parish story and culture	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • 	70+ % parishioner satisfaction with the welcoming, honoring and integration of all parishioners, especially new people, communities and cultures
F. Engagement and Effectiveness of Parish Trustees, Finance Council and Pastoral Council	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • 	70+ % parish leadership satisfaction with the quality and effectiveness of Consultative Leadership in accordance to Church teaching

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Parish Cluster Pastoral Plan Element C: Healthy, Happy and Holy Priests and Deacons				
Measure	2015 Condition	2015 - 16 Goal	2016 - 17 Goal	Vision 2016
A. Understanding, Acceptance and Living Out of Identity, Life and Ministry	•	•	•	Priests and Deacons acknowledge, accept and live in accordance with Church teaching, standards and norms from which come their identity and ministry with satisfaction and to the best of abilities
B. Competency, Development and Engagement in Pastoral Ministry	•	•	•	Parish leadership and staff experience their Priest and Deacon as competent to highly competent in most pastoral ministry
C. Priestly Fraternity	•	•	•	Priests and Deacons committing to and finding high satisfaction from consistent and collaborative priestly fraternity at least on a monthly basis
D. Manageable Work / Ministry Load	•	•	•	Priest averaging between 45 - 55 hours per week and Deacon averaging between 10 - 15 hours per week in duties thus allowing for prioritized time for prayer and leisure within policy and norms
E. Operating with a Healthy Balance of Authority and Partnership and Effective Delegation of Parish Administration to Laity	•	•	•	Parish leadership and staff experience the parish as operating with a healthy balance of authority and partnership across all areas of parish life and ministry and effective delegation of parish administration by the pastor
F. Vocations to Priesthood	•	•	•	Steady to increasing advocacy for the priesthood by pastor and parish leadership as well as in the number of candidates from the parish

Vision 2016 Parish Cluster Pastoral Plan Action and Accountability Worksheet

Parish Cluster Pastoral Plan Element A: Vibrant and Vital Diocese				
Measure	Key 2015 – 16 FY Key Initiatives and Actions	Steps	Who	When
A. Clarity, Acceptance and Implementation of Vision 2016 and Implementation of the Parish Pastoral Plans	•	1. 2. 3.	•	•
B. Use of Adoration whenever we gather to ground and enliven our spirit, our awareness and our work	•	1. 2. 3.	•	•
C. Technology and Communications are bridging the distance between us in effective and efficient ways	•	1. 2. 3.	•	•
D. Parish Ministry and Operational Needs are met	•	1. 2. 3.	•	•
E. Transparency and Collaboration between Parishioners, Priests and Staff	•	1. 2. 3.	•	•

Vision 2016 Parish Cluster Pastoral Plan Action and Accountability Worksheet

Parish Cluster Pastoral Plan Element B: Vibrant and Vital Catholic Parishes				
Measure	Key 2015 - 16 FY Key Initiatives and Actions	Steps	Who	When
A. Quality of and Participation in Liturgy and the Sacraments	•	1. 2. 3.	•	•
B. Stewardship of Time, Talent and Treasure	•	1. 2. 3.	•	•
C. Quality of and Participation in Faith Formation of the parish	•	1. 2. 3.	•	•
D. Quality of and Participation in Pastoral Care and Social Justice Ministries of the parish	•	1. 2. 3.	•	•
E. Welcoming, honoring and integration of all parishioners and parish story and culture	•	1. 2. 3.	•	•
F. Engagement and Effectiveness of Parish Trustees, Finance Council and Pastoral Council	•	1. 2. 3.	•	•

Vision 2016 Parish Cluster Pastoral Plan Action and Accountability Worksheet

Parish Cluster Pastoral Plan Element C: Healthy, Happy and Holy Priests and Deacons				
Measure	Key 2015 - 16 FY Key Initiatives and Actions	Steps	Who	When
A. Understanding, Acceptance and Living Out of Identity, Life and Ministry	•	1. 2. 3.	•	•
B. Competency, Development and Engagement in Pastoral Ministry	•	1. 2. 3.	•	•
C. Priestly Fraternity	•	1. 2. 3.	•	•
D. Manageable Work / Ministry Load	•	1. 2. 3.	•	•
E. Operating with a Healthy Balance of Authority and Partnership and Effective Delegation of Parish Administration to Laity	•	1. 2. 3.	•	•
F. Vocations to Priesthood	•	1. 2. 3.	•	•

End of Recommended Parish Cluster Pastoral Plan

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Parish Cluster Pastoral Plan Element B: Vibrant and Vital Catholic Parishes				
Measure	2015 Condition	2016 - 17 Goal	2017 - 18 Goal	Vision 2016
<p>G. Quality of and Participation in Liturgy and the Sacraments</p>	<ul style="list-style-type: none"> • Ellendale= 25 individuals of 30 families • Waldorf = 55 individuals of 80 families • Janesville = 250 individuals of 313 families • NR = 100 individual average (120 on good weekend) attendance of 95 families • Combined weekend average attendance = xx of 545 families • Janesville = 70% with 2 masses; NR = 50%; Waldorf = 50%; Ellendale = 20% • Participation of Youth = • Quality of Liturgy = Engaging and positive homilies, good connection between pastors and parishioners, • Proclamation of the 	<ul style="list-style-type: none"> • Maintain and evaluate in 2016 to see the trends from liturgy schedule 	<ul style="list-style-type: none"> • 70% average attendance at mass combined across the cluster • Music: have a set schedule and calendar with musicians and/or choir, music that encourages participation • Liturgy: • Volunteers (musicians, servers, lectors) attend regularly, but have backup established – clear schedule established with expectations for substitute coverage • Each parish member is offered an opportunity to volunteer in some form annually (small or large) – via outreach committee • Shared ownership and sense of welcome across all parishes • Adoration = Have all slots 	<p>70+ % parishioner participation in Sunday liturgy and Sacraments that is:</p> <ul style="list-style-type: none"> • in fidelity to Norms and Rubrics, • found to be the best source of faith and teaching by parishioners, and • engaging and meaningful to Celebrant and parishioners

Example

	<p>Word/Lectors =</p> <ul style="list-style-type: none"> • Quality of Music = Sundays at St. Ann's is vibrant/participatory, less so at Sat mass (newer music); At NR, music is inconsistent (organist sometimes); in Waldorf/Janesville, regular accompanist and informal choir • Adoration = Janesville Mon-Thurs 6am to midnight; NR = 1 hour every Monday 7-8 p.m.; Waldorf = attends Janesville, Ellendale attends NR 		<p>covered across all parishes; increase # of subs for coverage</p>	
<p>H. Stewardship of Time, Talent and Treasure</p>	<ul style="list-style-type: none"> • Insert combined # of current volunteers (Ems, lectors, servers, etc) = _____ • 43.5% of households contributed in terms of Stewardship and 56.5% did not (does not include cash contributions) • [Insert annual budget/revenue information; state weekly in terms of offeratory to date vs. budget to date] 	<p>• Example</p>	<ul style="list-style-type: none"> • Increased of 10% in volunteers from now (in each category) • Enrichment/development for all volunteers twice per year (mini-session for lectors, Eucharistic ministers) • 70% of households contributed in terms of Stewardship and 56.5% did not (does not include cash contributions) • Accepting on-line giving/ having it in place 	<p>70+ % parish household participation in:</p> <ul style="list-style-type: none"> • weekly stewardship @ 2+ % of gross income and • annual parish ministry or community service in some form by all faithful

			<ul style="list-style-type: none"> • Deacon in place (consideration of having in place) to support parishes/cluster 	
<p>I. Quality of and Participation in Faith Formation of the parish</p>	<ul style="list-style-type: none"> • Janesville = positive response to FF and good communication; strong coordinator (paid PT position) • Waldorf = appreciates Janesville’s program, would like a stronger invite to participate, more clear welcome and invitation; has volunteer coordinator • NR/Ellendale = First year of combining CCD, all volunteer coordination • NR has few children/students, but have young parents volunteering • Waldorf losing some students to Janesville program • Janesville has release time for participating students and agreement with the district • [Describe current programs across all 	<p style="text-align: center; font-size: 2em; color: purple; font-weight: bold;">Example</p> <ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Consistency of opportunities across all cluster parishes • Regular mtgs of all coordinators to plan, evaluate/ sharing across all parishes • Adult Faith Formation is in place in addition to Youth FF • Faith Formation is based on our mission as Catholics – based on our missionary vision and calling (Neocatechumenal) 	<p>70+ % parishioner and staff satisfaction with the breadth and quality of Faith Formation for all ages and conditions</p>

	parishes here]			
J. Quality of and Participation in Pastoral Care and Social Justice Ministries of the parish	•	•	•	70+ % parishioner and staff satisfaction with the breadth and quality of Pastoral Care and Social Justice Ministries
K. Welcoming, honoring and integration of all parishioners and parish story and culture	<ul style="list-style-type: none"> • Volunteer opportunities are offered via stewardship survey periodically • Same group people tend to volunteer, very few young volunteers, but faithful and committed • Try to incorporate confirmation candidates for a few years after they are confirmed 	<p style="text-align: center; font-size: 2em; color: purple; font-weight: bold;">Example</p> <ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • All parishioners are offered opportunity to volunteer (via outreach committee – J Team) • Volunteer opportunities are clear and communicated to offer different options for participation • More young volunteers • Solidify participation of confirmation candidates for a few years after they are confirmed • We invite and recruit non-Catholics into our parishes 	70+ % parishioner satisfaction with the welcoming, honoring and integration of all parishioners, especially new people, communities and cultures
L. Engagement and Effectiveness of Parish Trustees, Finance Council and Pastoral Council	•	•	•	70+ % parish leadership satisfaction with the quality and effectiveness of Consultative Leadership in accordance to Church teaching