

## Summary of Leadership Team Workshop: Goals Set

After the new and promising structure was agreed upon, participants at the October 8th Leadership Night worked in their Commissions on goal-setting. Each Commission formulated three goals based upon the results of the surveys, the self-study, interviews, and Town Hall responses. For the next six months, however, each Commission will be targeting one of these goals, as summarized below.

**Administration Commission Goal:** By the end of 2008, we have completed a census which identifies individuals who identify themselves as parishioners, associates and friends of St. Dominic's.

**Spiritual Life Commission Goal:** Create a committee to research, review, and disseminate material to bring the Liturgy and liturgical seasons into the home.

**Community Life Commission Goal:** Establish a Committee to Welcome Newcomers

**Formation Commission Goal:** Create Adult Formation and Sacramental Preparation Committees

**Outreach Commission Goal:** Create a mission statement and increase outreach participation

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Staff Advisor: Stedman Matthew  
Council Reps: Judie Doherty, Andrew Martinez-Fonts

Co-Chairs: Beth Main, Michele Pierce  
Staff Advisor: Fr. Michael Hurley  
Council Reps: Michael McKeon, Mariana Rexroth

Co-Chairs: Kathleen Connolly, Greg Hornby  
Staff Advisor: Shelley Goodale  
Council Reps: Diana Morris Wild, Jaime Pinto

Co-Chairs: Maria Mason, Jay Hurley  
Staff Advisor: Scott Moyer  
Council Reps: Larry Jannuzzi, Dennis Ainslie

Co-Chairs: De'Anna Castro, Delores Bennett  
Staff Advisor: Sr. Anne Bertain  
Council Reps: Holly Tedford, Jimmy Salcido

### PARISH LEADERSHIP STRUCTURE



# St Dominic's Parish Assessment & Renewal (PAR) Summary Report

## NOVEMBER 2007

### PAR Leadership

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#### PAR Committee

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Delores Bennett	Beth Main
Kathleen Connolly*	Donald Main
Ben Gale	Stedman Matthew
Diane Horn	Chuck McNeil
Jay Hurley*	Michele Pierce
Larry Jannuzzi	David Simmons
*co-chairs	

## Introduction

During the past ten months, St. Dominic's parish has been involved in a process called Parish Assessment and Renewal (PAR). Leaders and staff of our parish have been working with Father Tom Sweetser, S.J. and Sr. Peg Bishop from the Parish Evaluation Project in Milwaukee. This process has included the following:

- written opinion surveys sent to a random sample of 300 parishioners
- opinion surveys sent to parish staff and leaders
- an on-site visit in September which included meetings with parish leaders
- personal interviews with leaders and staff
- a Parish Town Hall Meeting
- an all-day workshop with parish leaders, clergy and staff

Surveys were returned by 80 of those randomly selected to receive a survey as well as 64 lay leaders and staff. Fr. Tom and Sr. Peg collected the survey responses and provided a narrative as well as numerical analysis of the results.

Additionally, five self-study teams were given questions to answer regarding the current work and structure of the parish. After considering the reported results of these endeavors, approximately 50 parish leaders and staff met to prioritize the needs of the parish.

## Priority of Parish Needs

Based on your feedback from the Random Survey and Self-Study Reports, we've prioritized the areas we'll want to address first:

- Help foster the desire for St. Dominic's to become the spiritual home of our people.
- Promote a greater sense of stewardship among the laity, encouraging parishioners to get involved by giving of their time, talent, and/or resources.
- Be more proactive in creating a "welcoming atmosphere and "a sense of belonging" at our liturgies and other parish functions.
- Create more opportunities for adult faith formation.
- Improve the way the parish is organized, better integrating groups and ministries.
- Improve communications so that parishioners know what's going on at St. Dominic's.
- Place greater focus on children's religious education/formation.
- Improve and expand the parish facility so there are more places for people to gather.
- Create more opportunities for socializing so that people can enjoy each other's company.
- Provide more Christian service opportunities as an outlet for people's volunteering.

## Town Hall Meeting

Over 100 people attended the Town Hall gathering held on Sunday, September 16th in the parish hall. Participants were asked to list things we should keep as a parish, things we should let go of, and things we should start doing in the future. Here is a sample of the more frequently mentioned responses.

Participants said that we need to keep: adult education; outreach to hungry and homeless; RCIA; variety of Masses and music; Landings; strong music program of high quality; Children's Liturgy of the Word at 9:30 am Sunday Mass; Mass in Spanish; Eucharistic Ministers for homebound and hospitals; parish community events.

Participants said we need to let go of: cell phones at Mass; cliques; gossip; office politics

Participants said we need to develop: Daycare during Mass, a cry room; inclusion of Hispanic Community; small faith groups and small communities; on-going Bible Study groups; Over-40 Group; parish assemblies; expanded CCD Program; better coordination and networking among leaders and ministries; a parish online forum.

## Summary of Leadership Team Workshop: New Parish Structure

After reviewing the priorities identified at the first leadership workshop and analyzing the findings from the Town Hall meeting as well as from personal interviews conducted by Fr. Tom and Sr. Peg, the PAR leadership team met again on September 22nd for a full day of work. In order to deal with many of the issues that were identified regarding leadership, decision-making and communication, a new structure of leadership was agreed upon.

## How the New Structure Works

The new structure connects lay leaders, staff, and the pastor in a collaborative model of partnership and shared decision making and leadership. Five new commissions have been established: Spiritual Life; Formation; Community Life; Outreach; and Administration. These commissions are responsible for setting goals as well as providing planning, direction and evaluation for their areas of parish ministry. All current and future Parish Committees and/or ministries fall into one of these Commissions.

Each Commission consists of 6 to 9 people who will serve a two year term. Two co-chairs have been selected to lead each Commission. In addition, two members from each of the Commissions have been selected to serve on the Parish Pastoral Council. Finally, each Commission has a staff member assigned as its liaison resource person. This structure should facilitate healthy communication – among the Commissions, the Parish Pastoral Council, the Parish staff and the Pastor.



*New parish commissions structure operates like interconnected spheres of activity in a collaborative partnership with Pastoral Council and Parish Staff.*

## How the New Structure Works (cont.)

Implicit in and essential to the success of our new structure is the agreement that decision-making will occur at the appropriate level for the decisions being made. Decision-makers are to use the CDI method of decision-making: Consult with those affected, Decide, and then Inform those affected of the decision. Using the CDI process will foster greater trust and ownership among the parish staff, leaders and the people of the parish as a whole.

## Leadership Night

The five Commissions along with the Parish Pastoral Council agreed to meet monthly on a single evening designated as Leadership Night. This eliminates the need for multiple meetings. The entire group meets together for a gathering prayer; the Commissions then would convene separately for an hour. The entire group then will reconvene and receive brief reports on each Commission's work and decisions. Following the reports, the members of the Commissions have an opportunity to socialize and discuss the night's progress while the Parish Pastoral Council convenes separately for an additional hour. The first Leadership Night was held on October 8th. Future meetings will be held on the First Monday of the month.

The Parish Pastoral Council will provide a report in the bulletin from each Leadership Night shortly after it takes place.

## How This Is Different

In the past, the Parish Pastoral Council was an advisory body to the Pastor and Council members were selected from nominations provided by the entire parish. Our new council now includes two members from each Commission, and as mentioned, will assist the pastor in setting the vision and direction for the parish as a whole.

Previously, many of the functions of the new Commissions were led and carried out by staff persons. Our new structure will help balance the workload of the parish staff and provide increased input from the parishioners. The commission model also provides a consistent link between parishioners, ministries and parish leadership that was previously lacking.

## Next Steps

Fr. Tom Sweetser and Sr. Peg Bishop will return in March 2008 to check on our parish progress. In the meantime, please feel free to contact a Commission Chair or Parish Pastoral Council Member to get involved. St. Dominic is blessed with an abundance of generous and talented people. May we continue to share these blessings with one another and create a vision for the future using the 4 P's....

....PATIENCE, PARTICIPATION, POSITIVE ATTITUDE AND PRAYER.

### SPIRITUAL LIFE COMMISSION

Liturgy Planning Committee  
Liturgical Ministers  
Choirs  
Ushers/Greeters  
Children's Liturgy of the Word  
Prayer Groups  
Christian Meditation  
Architecture/Environment

### OUTREACH COMMISSION

Community Service Advisory Committee  
Community Service  
Lima Center for the Homeless  
Landings/Inactive Catholics Outreach  
Social Justice Committee  
Consolation Ministry  
Homebound/Hospitality Ministry  
Sandwich Program for Homeless  
Detention Ministry

### FORMATION COMMISSION

Adult Faith Formation  
RCIA (Rite of Christian  
Initiation of Adults)  
Sacramental Preparation  
Small Faith Groups  
Retreats  
Children's Religious Education

### COMMUNITY LIFE COMMISSION

Newcomers Committee  
Hospitality After Masses  
Peer Groups (Young Adults,  
Seniors, Mothers)  
Hispanic/Latino Community  
Time and Talent Fair /  
Volunteer Coordination  
Social Events Committee  
Sunday Cinema at 7

### ADMINISTRATION COMMISSION

Finance Council  
Communication Committee  
Buildings/Grounds Committee  
Stewardship Committee  
Development Committee  
Endowment