***Strategic Plan and Guiding Principles for 2012 - 2017***

**Call to Conversion and Holiness: In-Depth Evaluation of Parish Life**

***Strategic Planning Consensus Statements drawn from the Survey Exercise***

NB. The background for this document is the discussions and notes from the deliberations and meetings of the Parish Pastoral Council during 2011 – 2012 year to complete the Survey. Additionally, the combined discussions and notes of both the Pastoral Council and Finance Council to formulate a strategic plan in the fall of 2011. These notes should be referred to regarding further details and further development of this document.

\* Once this document is approved by both the Pastoral Council and Finance Council, it will be the guiding principle for the direction of our parish for the next three to five years (2012 – 2017). It will be the responsibility of the Parish Pastoral Council to oversee and give direction to its implementation. Evaluation on success of the action items will be the responsibility of the Parish Pastoral Council and its ongoing discussions at the regular meetings of the Council. The Finance Council will give periodic updates to the Pastoral Council and vice versa to insure completion of the proposed action items.

***Mission Statement of Our Lady of Guadalupe Parish, Buckingham***

Embarking on a journey of new beginning, we the faithful of Our Lady of Guadalupe Church, affirm our Judeo-Christian tradition and our Roman Catholic Faith in communion with Our Holy Father, our Archbishop and our parish clergy.

We commit ourselves to:

* Worship God through the sacramental, liturgical and devotional life of our parish – especially the celebration of the Eucharist;
* Build a parish community that will cultivate the virtues of faith, hope and love;
* Provide ongoing formation in our faith through education and evangelization;
* Embrace stewardship of time, talent and treasure as a way of life in the service of all our sisters and brothers.

We pray to Father, Son and Holy Spirit through the intercession of Our Lady of Guadalupe, Mother of America, as we endeavor to reflect the light of Jesus Christ that shines before God’s people.

Affirming our Mission Statement published on December 12, 2002 on the Feast of Our Lady of Guadalupe, two and one half years after our being established as a parish on June 1, 2000, we now recommit ourselves to building on a foundation in faith by proclaiming our foundation of faith and stirring into flame the gift of God. We the members of the Parish Pastoral Council and the Parish Finance Council with faith and trust in God, proudly yet humbly offer this report on December 12, 2012.

1. *A Worshiping Parish*

 “The liturgy is the summit toward which the activity of the Church is directed; it is also the font from which all her power flows. It is therefore the privileged place for catechizing the People of God.” (Catechism of the Catholic Church, #1074, Sacrosanctum Concilium, #12)

Our Lady of Guadalupe has an active prayer and sacramental life. After the dedication of the church and chapel on June 11 of 2011, Pentecost Sunday, we experienced the full and complete liturgical celebrations appropriate and necessary for a parish, including: liturgical seasons, holy days, feasts and other liturgical occasions. We recognize the full commitment of our clergy and staff to devoting the necessary resources for the appropriate celebration of the liturgies. Of note was the major celebration of our dedication which brought together throughout the weekend thousands of parishioners and guests. Liturgies are celebrated with appropriate reverence and attention. Since its dedication the parish has experienced an increase of participation by at least 30 percent.

Recently the Archdiocese has assigned a newly ordained priest to assist in the sacramental care of the parish. We also have a permanent deacon and a Sunday assistant assigned to us. We recognize the support of the Archdiocese in making sure that ample clergy assistance is provided for us. At the same time we realize our responsibility to provide adequate lay volunteers to assist our clergy in the pastoral care of our parish. We also recognize our responsibility to help in promoting vocations to the religious life and priesthood from among our own. We are blessed to participate in the Field Education Program of Saint Charles Borromeo Seminary; two seminarians are sent to the parish on Thursdays during the academic year to teach and serve as a part of their training. Additionally, a member of our parish was accepted into the Permanent Diaconate Program of the Archdiocese. Also of note, our parish was honored in December of 2009, when our pastor was named a chaplain to His Holiness and given the title of Monsignor.

There are a sufficient number of Masses on Sunday, Holy Days and throughout the week to accommodate the number of parishioners and they are celebrated at convenient times. This schedule was adjusted at the time of our entrance into the new church. Parishioners are made aware of schedules of the various churches in the area to assist in fulfilling this pastoral need.

Appropriate and effective homilies are provided at all Sunday and holy day Masses and even weekday masses following the norms of preaching.

The Sacrament of Reconciliation is offered ½ hour before every Sunday Mass as well as special times at Christmas and Easter. It is also offered upon request and the parishioners are made aware of the schedule of the area churches. No parish Penance Services are offered at the present time.

The Sacrament of Baptism is celebrated every Sunday with catechesis offered appropriately to the parents prior to the celebration itself, according to Archdiocesan guidelines

Effective preparation according to Canon Law and Archdiocesan Guidelines for the Sacrament of Matrimony is offered through regular meetings with the parish clergy prior to the celebration itself.

Effective catechesis and celebration of First Penance, First Holy Communion and Confirmation are provided in accord with Archdiocesan guidelines through the Parish Religious Education Program, which also coordinates support offered to those who home school as well as those in private schools and those in area parochial schools.

Forty Hours are celebrated each December around the Feast of Our Lady of Guadalupe. Additionally Exposition of the Blessed Sacrament is offered on each First Friday of the Month.

The Bereavement Committee assists the clergy in the full and effective ministry to those families who have experienced the death of a loved one. The Funeral Rites are proved according to the Order of Christian Funerals. This is done through a structured program of care, including meeting with the bereaved family prior to and after the funeral liturgies. Once a year those families of the parish who have experienced the death of a loved one are invited back for a special Mass and social on All Souls Day.

The parish is very sensitive to the cultural diversity of its parishioners and has the necessary resources both liturgical and personnel to celebrate Liturgies in Spanish and Italian. At the present time, while some liturgies have been offered in these languages, there is no current need to expand this ministry.

The sick and homebound as well as the elderly at home and those in hospitals and nursing care facilities are attended to with great care. Extra-Ordinary Ministers of Holy Communion assist the clergy in this ministry. Mass is celebrated on a monthly basis at the local nursing care facility. The Health and Wellness Committee assists the clergy in the practical and pastoral care of their needs. Additionally, Extra-ordinary Ministers of Holy Communion insure regular and/or weekly Holy Communion. The Sacrament of Anointing of the Sick is offered on a regular basis to all of them.

The liturgical rites/celebrations associate with the Rite of Christian Initiation of Adults are celebrated to initiate adults, young adults and youth of all catechetical ages as well as adapted to various circumstances

There is great care and attention to making sure that the staff is adequately trained to keep accurate parish sacramental registers and record Mass Intentions in accord with Church law and Archdiocesan guidelines. Additionally, other registers are kept and utilized such as the Prayer for the Sick and Book of the Dead. Careful attention to the Parish Calendar is given to all parish activities, events and collections.

Great attention is given to the promotion of devotion to the Blessed mother. The rosary is prayed publically every Saturday morning after Mass and is prayed weekly during the months of October and May. There are also other opportunities throughout the year to give public witness the praying the Rosary.

While we are comfortable with the various ministries and services associated with the liturgy, we also recognized our need to expand them. With the dedication of the church came the exercise of re-educating and growing the various ministries and services by offering training sessions. Included in the various ministries and services are: Extra-ordinary Ministers of Holy Communion, Lectors, Altar Servers for weekday and Sunday Liturgies, Music Ministry, Sacristans, Ushers, Altar Linen Society, Guardian Angels. It should be noted that our Music Ministry includes a full choir, guitar group, cantors, youth ministry choir and the children’s choir.

We commend our initiatives and efforts listed above. In order to assist us in fulfilling our mission in this regard and continue to respond to our growing needs, it is recommended to:

* Re-instate the Liturgy Committee - We want to continue to strengthen and develop the present ministries and services offered at the liturgy as well as continue to maintain a high priority on the reverent and effective celebration of all liturgies.
* Continue to work to increased attendance at all liturgical celebrations, with particular attention to Sunday Mass and the Sacrament of Reconciliation
* Develop a Ministry of Greeters to serve in coordination with the Ushers
* Grow and develop the Music Ministry to include more people and in particular men.
* Offer communion under both forms at all Sunday Masses and Holy Days in addition to weekday Masses
* Expand the RCIA to a team format to insure consistent and coordinated catechesis among all age groups in the parish
* Establish a written policy on marriage for both parishioners and visitors
* Develop and train a Pre-Cana Team
* Establish a written policy for Baptism
* Develop and train a Pre-Jordan Team
* Improve communication of ministries and services
* Expand opportunities for Exposition of the Blessed Sacrament
* Assist our clergy in providing support to promote more vocations to the religious life and priesthood from among our own families
1. *A Welcoming and Caring Parish*

“The parish is a privileged place where the faithful concretely experience the Church. Parishes are called to be welcoming and fraternal …attentive to the cultural diversity of the people, open to pastoral projects which go beyond the individual parish… The parish can be the source of great hope. It can gather people in community, assist family life, overcome the sense of anonymity, welcome people and help them to be involved in their neighborhood and in society.” (Ecclesia in America #41)

Our Lady of Guadalupe is an energetic and Spirit filled parish which emphasizes family and community. We are proud of our Catholic Faith and Heritage. We recognize our rich traditions and promote them as a part of our ongoing legacy. Our programs reach out to a wide spectrum of parishioners from youth to senior citizens. The vibrant enthusiasm of the parishioners and their involvement in various activities are a catalyst for more involvement. Special attention is given to newly registered parishioners. A recently formed Welcome Committee is attempting strategies to best address the needs and desires of new parishioners as well as a sense of belonging. This committee will also insure house visitation and a house blessing by the clergy.

The parish clergy and staff promote active lay leadership in all forms from the time of registration through each of the many and various opportunities for involvement. There is a genuine openness to new ideas, activities and programs, along with the necessary support and resources. The various lay leadership positions are composed of young and elderly, men and women, various races, nationalities and language groups.

The parish has an active and vibrant CYO program. The lay leaders, coaches and children all are cooperative in fulfilling Archdiocesan policies and guidelines.

Through the Adult Faith Formation Committee the parish tries to provide appropriate pastoral care for families through various programs of parenting, ministry to the divorced, separated, persons in troubled marriages and families, and the bereaved. An attempt in 2012 to meet the needs of the mentally challenged did not come to fruition, but will continue to be pursued as the need arises.

With the relatively recent administrative changes and hires over the last three years (2009 – 2012), the parish staff is sufficiently meeting the needs of the parishioners as well as the committees, organizations and activities. The parish office is a place in which the parishioners are welcomed and needs are met.

Over the last three years appropriate and effective efforts have been made to improve communication with parishioners through the updating of the parish bulletin, website, electronic media, information packets, etc.

Some child care is provided through the offering of the Children’s Liturgy of the Word at one Sunday Mass per week. While a “cry room” is not offered, sufficient and adequate space and facilities in the back of the church and the narthex are provided.

The parish is sensitive to single parents, separated and divorced persons and others with unique needs as they are made known. The parish has a policy which is regularly made know to parents through the PREP program that it will support both their spiritual and monetary needs in regard to seeking an annulment. Appropriate support and encouragement of involvement in the parish is promoted.

The parish provides access and effective ministry to persons with disabilities, including them in all aspects of parish life. The church, chapel and all future buildings are fully handicapped accessible.

We commend our initiatives and efforts listed above. In order to assist us in fulfilling our mission in this regard and continue to respond to our growing needs, it is recommended to:

* Continue to support the Welcome Committee and its endeavors to promote a sense of belonging and an atmosphere of hospitality.
	+ Especially home visitation and house blessings
* Provide more opportunities for all parishioners to come together for socials after Mass, in a suitable setting
* Revitalize the Fund Raising Committee in order to provide more opportunities for social gatherings
* Form a Ministry of Greeters to coordinate with Ushers
* Continue to expand Evangelization efforts to catechize in-active Catholics
	+ Work with Website Committee to develop a web-site media presentation to assist in this endeavor
* Continue to offer programs sponsored by the Adult Faith Formation Committee to promote healthy spirituality and prayer life along with Catholic faith and morals
* Support the efforts to build the Parish Life Center that will provide ample and adequate facilities for staff, meetings and socials
* Continue to monitor the necessity to offer assistance with people who have disability for full and active participation
1. *A Witnessing and Proclaiming Parish*

“Evangelization is bringing the Good News of Jesus into every human situation and seeking to convert individuals and society by the Divine power of the Gospel itself. (Go and Make Disciples #10)

“The pastor…is to make every effort with the aid of the Christian faithful, to bring the gospel message also to those who have ceased practicing their religion or who do not profess the true faith.” (Code of Canon Law #528)

Our Lady of Guadalupe is an inviting and evangelizing parish. We have active Baptism, R.C. I. A., PREP and Marriage Preparation Programs. All these help to proclaim the sacramental life of the parish. The Parish provides opportunities for those not part of the Catholic community to learn about the Catholic Faith and participate in the R.C.I.A.

The parish provides and promotes opportunities for a variety of prayer including, regular public recitation of the rosary, Stations of the Cross during Lent, exposition of the Blessed Sacrament and prayer opportunities during Adult Faith Formation Programs.

The pastor and clergy are actively attentive toward convalidation of marriages and pastorally provide tactful and sensitive contacts with cohabitating couples to assist them in their situation and faith. This is evident through parish policies and the marriage register. The parish supports both spiritual and monetary needs to assist those in need of and seeking an annulment. And all those who serve as lay leaders or catechists are to be in a valid marriage or working toward that goal with a member of the clergy.

While no official program exists for reaching out toward those who are estranged from the Church, the Welcome Committee and Bereavement Committee are sensitive to these parishioners.

The parish prays through her intercessions for an increase to the religious life and priesthood. The parish participates in the Annual St. Charles Seminary Appeal. We are committed to highlighting the importance of vocations for the future of the church.

Through the Adult Faith Formation Team, opportunities to develop, to promote and to offer retreat and faith formation opportunities are encouraged. Additionally, opportunities for the education and formation of the laity are promoted, in order that the laity may bring the Gospel to the structures of society: family life, political life, workplace, science and the arts and mass media.

The parish is aware of the need to provide for the young adults in all faith related areas. A part time Coordinator of Youth Ministry was hired in 2010 to work the DRE to make sure that there was a coordinated effort from PREP through adult faith formation. A number of formation activities and educational opportunities are offer throughout the year. The Coordinator works in conjunction with the Archdiocese and local parishes to insure appropriate programs.

The parish is aware of the missionary spirit of the Church and supports missionary efforts, by active involvement with Archdiocesan programs and second collections.

The second collections and efforts of our people have been quite notable and generous. Our Catholic Charities Appeal surpassed its goal this year and has had a tradition of doing very well. Through the Health and Wellness Committee regular collections and active participation are solicited from our parishioners to help in relief efforts for the local poor. Additionally, the parish supports the efforts of a number of parishioners along with neighboring parishes who are actively involved with assisting the people of Haiti at St. Jude Parish.

The parish is aware of the importance of ecumenical and interreligious dialogue. Efforts have been made to invite participation, especially in more recent church celebrations. These efforts have been without great success. The Health and Wellness Committee cooperates with various local churches to assist in providing assistance to the poor and needy.

We commend our initiatives and efforts listed above. In order to assist us in fulfilling our mission in this regard and continue to respond to our growing needs, it is recommended to:

* Expand the R.C.I.A. Program to include a team of qualified parishioners in order to better respond to the diverse backgrounds of the people who seek full initiation to the Church
* Continue to develop and expand the Adult Faith Formation team
* Begin the process of starting a parish based Knights of Columbus Council
* Organize a program to address in-active parishioners
* Appoint a representative of the parish who will assist the pastor and parish with ecumenical and interreligious dialogue and activities
1. *An Educational and Formational Parish*

“The parish is, without doubt, the most important locus in which the Christian community is formed and expressed. The parish is also the usual place in which the faith is born and in which it grows…the prime mover and pre-eminent place for catechesis.” (The General Directory for Catechesis # 257)

Our Lady of Guadalupe takes seriously the responsibility of assisting parents as the primary educator of their children. While we do not have a parochial school, we support parents in their decision to send their children to the various parochial schools in the area, as well as supporting those parents who choose to participate in home schooling, public and private schools. Our Director of Religious Education, Coordinator of Youth Ministry and Young Adult Ministry along with our parish clergy work and minister together toward a cohesion of efforts at all levels of education and faith formation.

Our DRE works closely with the Archdiocese and Saint Charles Borromeo Seminary to offer appropriate classes and training for people in our parish and the surrounding parishes.

Parishioners are fully committed to the religious education and spiritual formation of all and through this commitment seek to bring those of all ages to a deeper understanding of Church doctrine, conversion to Christ and personal witness to the Faith. We are committed to providing appropriate resources to support these efforts.

PREP classes are held in Cold Spring Elementary School. Sacramental preparation and grade appropriate catechesis is provided. Teen and young adult programs coordinated with St Martin of Tours Parish provide many and varied religious education experiences. Adult Faith Formation classes are provided to further educate and enrich the adult parishioners. Evaluation of scheduling is on- going to provide the optimal arrangements to have these programs best attended.

We seek to include all our adults and children into parish life through our Sunday worship, parish activities and programs offered to parishioners of all ages. We are particularly attentive to the spiritual and social needs of our children involved in CYO sports programs and activities. Our CYO program offers sports and activities for a wide range of children from elementary school through high school. It enjoys full support and cooperation from the parents to instill the goals and objectives of the program. Despite the many challenges the program has faced over its first 12 years, especially with regard to not having home based facilities, it has achieved great success in drawing very large numbers of children to participate. The Directors and coaches of the programs cooperate fully with the pastor to insure that all directives and policies of the Archdiocese are followed.

All our employed staff and lay catechists and volunteers are properly qualified according to Archdiocesan policies and procedures. We seek full cooperation in order to insure that proper and appropriate formation is provided to those who need it. Through recent personnel moves from 2009 through 2012, we are confident that our staff is adequate to meet the growing and developing needs.

We commend our initiatives and efforts listed above. In order to assist us in fulfilling our mission in this regard and continue to respond to our growing needs, it is recommended to:

* Continue to evaluate Adult Faith and PREP schedules to provide for optimal attendance
* Support efforts to build a Parish Life Center for parish staff and adequate space for our ministries, services, organizations and committees
* Support efforts to eventually build a Parish Educational Center, after the Parish Life Center, to better facilitate these growing and expanding needs:
	+ Age appropriate class rooms
	+ Appropriate sized social hall
	+ Auditorium
	+ Sports complex with indoor gym and outside fields
1. *A Parish Responsive to Others*

“To live charity is a primary form of mission. The word proclaimed becomes visible when it is incarnated in acts of solidarity and sharing and in gestures that concretely demonstrate the face of Christ, the true friend of humanity.” (Pope Benedict XVI, Papal Address May 26, 2009)

Our Lady of Guadalupe practices pastoral outreach and service for justice. The Health and Wellness outreach programs include services to the poor of all races and religions. We surpass our Archdiocesan goal for the Catholic Charities Appeal.

The parish actively promotes programs respect for life initiatives sponsored by the Church. Through homilies, parish announcements, optimal use of the narthex and media, including the bulletin and website, the parish continues to raise the consciousness of pro-life, peace and justice issues leading to appropriate action plans for the Parish.

The parish is very sensitive to the needs of the poor locally, nationally and internationally and generously responds through volunteers, collections of food and clothing as well as financial support. These programs are consistent, organized and planned throughout the year. They are also coordinated with Archdiocesan efforts and collections.

The parish is highly keen to participation in all aspects of civic affairs, giving witness to Gospel values. We make use of the bulletin, announcements, website and homilies to educate parishioners to issues of concern regarding the freedom of religion, voting responsibilities and information pertinent to our welfare.

We commend our initiatives and efforts listed above. In order to assist us in fulfilling our mission in this regard and continue to respond to our growing needs, it is recommended to:

* Through the Respect Life Committee organize and increase public witness
* Continue to promote civic responsibility by active participation in government, keeping in mind our Catholic identity
* Name a Representative to assist the clergy to coordinate and to promote dialogue, prayer, activities and services with other denominations
1. *An Effectively Administered Parish*

“Today, the pressing pastoral task of the new evangelization calls for the involvement of the entire People of God, and requires a new fervor, new methods and a new expression for the announcing and witnessing of the Gospel. This task demands priests who are deeply and fully immersed in the mystery of Christ and capable of embodying a new style of pastoral life, marked by a profound communion with the pope, bishops and priests, and a fruitful cooperation with the lay faithful, always respecting and fostering the different roles, charisms and ministries present within the ecclesial community.” (John Paul II, On the Formation of Priests in the Circumstances of the Present Day #38)

Our Lady of Guadalupe is developing leadership in the many administrative challenges of a growing parish. Presently we have ample clergy to assist in sacramental and administrative needs of the Church. The diocese recognized our needs by assigning a newly ordained priest. A deacon is assigned for weekend assistance. Particular attention is given to the facilities, personnel and finances. The Parish pastoral Council and Finance Council are actively involved in a strategic plan for the vibrant and growing parish. The time, talent and treasure of dedicated parishioners are being tapped. The personnel assignments are evaluated and adjusted as growth demands. Financial transparency is a priority. Financial matters are addressed and communicated to the parishioners in a timely manner, making the information public through an annual report given from the pulpit from a member of the Finance Council as well as publishing it in the bulletin and on the website. The Parish Life Center is of necessity to our growth and development as a vibrant community.

Pastoral leadership encourages full collaboration among parishioners assisting them to take an active responsible role in the life of the parish. This is demonstrated in a fully engaged and active Pastoral Council, Finance Council and Campaign Committee.

The number of parish staff and parishioner volunteers, as well as their training and sense of mission, is adequate to carry out all the ministry, service and work of the parish. This was demonstrated in the retraining and expansion of all parish ministries as we began worship in our new church in chapel in June of 2011.

The purchase of a new rectory in the fall of 2009 has assured adequate housing for our clergy and the foreseeable future. The rectory now houses two full time priests and temporarily a resident. Additionally the rectory is fully utilized in that various meetings are held there on a regular basis.

While the new church and chapel has insured more than sufficient space for worship, we continue to work on developing implementation of our strategic plan to build a Parish Life Center and eventually a Parish Education Center. These will insure adequate and ample space for our staff, ministries, services, education of our children and social activities.

In winter of 2010 we transferred our parish office from Old York Road, our original sight, to temporary offices across the street from the parish site. In doing this we updated all our parish equipment to appropriately and adequately serve our parishioners.

From 2009 through 2012 appropriate policies and procedures were put in place to support the parish staff. Additionally, enough personnel and support personnel were hired to meet our present needs. All facilities are maintained appropriately and up to standards as set forth by Archdiocesan guidelines, local and state regulations and the personal care standards of our pastor and parishioners. The hiring of a Maintenance Supervisor who works in conjunction with the Business Manager has insured upkeep and routine maintenance along with the cleaning of all parish facilities. Additionally, hired assistance and volunteers are used as appropriate and necessary.

Regular staff meetings are conducted to insure open communication to staff and volunteers. Sufficient policies and procedures are in place to reach staff and clergy in all matters, in particular there is an appropriate and published policy and procedure for all emergencies.

We have actively worked on financial stability and have achieved a great amount of success over the last three years in which we have begun to see a balanced budget as we continue to work on debt reduction. The Finance Council has been working with officials of the Archdiocese toward a fair Debt Service Plan and to make sure all bills and assessments are paid.

The Fund Raising Committee has provided a number of social events and activities that have raised our awareness and identity as a parish as well as raise money to assist us in our budget. They are to be commended for their valiant and successful efforts. Recent developments warrant a new look at this committee and its membership in order to promote new and innovative ideas and opportunities to our parishioners.

In order to help in completing the iconographic art schedule of the church and chapel, the parish has worked on a memorial fund which is published and accessible to the parishioners.

All records are accurate and kept current. Staff is properly trained to assist in this task.

The parish takes active responsibility in developing and implementing a pastoral plan in coordination with the local Deanery and the Archdiocese.

We commend our initiatives and efforts listed above. In order to assist us in fulfilling our mission in this regard and continue to respond to our growing needs, it is recommended to:

* Continue to support the efforts of the Campaign Committee as they work to bridge the gap of our Second Campaign, *Proclaiming our Foundation of Faith + Stir into Flame the Gift of God*, in order to self-fund the Parish Life Center
* Parish Finance Council develop stewardship and a strategic plan which increases Sunday collections to support all our pastoral needs
	+ At the present time this means increasing the average Sunday collection to $32,500 by the end of calendar year 2016
* Parish Finance Council and Business Manager cooperate to develop and maintain a balanced annual budget
* Develop a strategic plan, coordinated with the Archdiocese, to pay down the debt
* Reformulate the Fund Raising Committee to adequately provide social events and activities to raise community awareness and money to assist in our designated parish needs
1. *A Gifted Parish, Living*  *Responsibl*y

“The Christian faithful are obliged to assist with the needs of the Church so that the Church has what is necessary for divine worship, for apostolic works and works of charity and for the decent sustenance of ministers.” (Code of Canon Law #222)

“As Christian stewards, we receive God’s gifts gratefully, cultivate them responsibly, share them lovingly in justice with others, and return them with increase to the Lord.” (Stewardship: A Disciple’s Response, United States Conference of Catholic Bishops)

Our Lady of Guadalupe emphasizes stewardship formation and practice. Attention is focused on financial responsibilities that are essential to the maintenance, growth and future of the parish. Balancing concern for spiritual and financial needs is ever present. Educating parishioners to the need to live responsively and at the same time realizing the limits of the economy is a challenge. Focus is given to Mass attendance and fuller participation of the many spiritually enriching activities of the parish. Time and talent of parishioners are highly valued. Recognition of the already generous parishioners is of top priority.

We collaborate with local parishes as appropriate and necessary for the celebration of the sacraments, especially as associated with our school children, communal penance services and assistance as necessary.

The Pastor and Business Manager have worked in collaboration with the Pastoral and Finance Councils to insure there is adequate staffing with just salaries and benefits.

While the parish does not tithe in a formal way a designated portion of its resources to the service of the poor, parishioners are fully engaged in concern for the poor through charitable efforts which are highly visible for all to participate. And in this way we continue to tithe our time, talent and treasure.

While we do not have a Stewardship Committee the members of the Parish Pastoral Council, Finance Council and Campaign Committee all assist the pastor in promoting opportunities for increased involvement in time, talent and treasure through this survey and its coordination with the strategic plan of the parish.

The parish is very much aware of the need to get more people involved in various ministries, services and activities. The annual celebration of the Parish Life Open House during the fall is oriented to getting more people involved.

We commend our initiatives and efforts listed above. In order to assist us in fulfilling our mission in this regard and continue to respond to our growing needs, it is recommended to:

* Begin the process for reinstituting and conducting, on an annual basis, a *Parish Life Open House* to promote the importance of all aspects of stewardship, including: time, talent and treasure.
* Continued promotion of stewardship opportunities should be offered to the parishioners through use of the media, homilies and regular communication with the parish
* Continue to modify, update and better publicize memorial opportunities in order to fulfill the iconographic art schedule of completing the church