

**Characteristic I: A Worshiping Parish—Worship**

*A parish is fundamentally a worshipping community of faith. It needs to constantly renew itself "to be above all a Eucharistic community". (Pope John Paul II, Ecclesia in America - #41)*

	Goal	Action/Next Step	Responsible Party	Start Date	Completed or Current Status
A	Expand youth involvement at Mass	A1. Increase youth participation at Mass by 10% (lectors, altar servers, choirs)	Linda Branco Fr. Yetman	Aug-06	
B	Expand knowledge, awareness and participation in para-liturgical services within the Cluster (Stations, 40 Hours, Exposition, Divine Mercy, Rosary)	B1. Provide information and schedule of para-liturgical Cluster services	Elaine Mott	Sep-06	
		B2. Publish explanation of the services in the Bulletin	Elaine Mott	Fall 2006	
		B3. Provide pulpit encouragement	Fr. Bajorek	Fall 2006	Update 6/22/07 PROGRESSING Made announcements from the pulpit of all known Cluster activities as well as encouraging publication in the weekly bulletin and The Angelus. Request will be made to obtain the yearly calendars for the Cluster parishes in order to encourage parishioner participation.
C	Increase opportunities for participation in Reconciliation	C1. Publish schedule for Cluster Reconciliation	Bill O'Connor	Fall 2006	
		C2. Add additional time for Parish Reconciliation	Fr. Bajorek	Jan-07	Update 6/22/07 PROGRESSING The Sacrament of Reconciliation was offered after the 9:30 AM Sunday Mass during Lent. It is also offered during the First Saturday Holy Hour after the 5 PM Mass. Under consideration is offering the Sacrament of Reconciliation after 9:30 Mass on the First Sunday of each month.
D	Provide alternate training modes for liturgical ministers	D1. Make training videos for Extraordinary Ministers, lectors, and altar servers	Norb Josten Paul Fraatz J & M Spinelli Ken Margolis	Summer 2007	Update 6/22/07 STARTING The individuals in charge of the lectors, Extraordinary ministers, and altar servers met in early May. The altar server coordinator was planning a power point presentation. Ken Margolis was contacted and will provide videotape of the lectors and Extraordinary ministers. Plans are underway to meet during the summer of 2007.
E	Expand ministry of sacraments to sick and disabled (Cluster)	E1. Publish list of Cluster masses with sacrament of the Anointing of the Sick	Bill O'Connor Sr. Eileen Mortimer	Fall 2006	
		E2. Create a parishioner volunteer list to assist with emergency errands (mini H.O.P.E program)	Pat Scotto	Fall 2007	Update 6/2/07 - PROGRESSING * Contact original volunteers for HOPE by phone and e-mail for availability. * Compile a list of volunteers for three categories: Doctors' Visits, Errands, and Sunday Mass Drivers. * Specify days and times for availability. * Operate under Sr. Eileen's Ministry. * Request calls will come through the Parish House or Sister Eileen. * All calls will be directed to Pat Scotto who will obtain a volunteer. * Formulate rules of operation that are agreed to by volunteers and requestees.
F	Expand TV Ministry for special para-liturgical occasions	F1. Increase TV ministry to include special prayer services, e.g. Parish Mission Talks	Ken Margolis	Fall 2006	Update 5/18/07 - Pending

G	Publicize recent expansion of ministry and planning for Funeral Rites	G1. Publish information in the Bulletin about the Bereavement Ministry	Sr. Eileen Mortimer	Sep-05	Update 6/22/07 PROGRESSING More announcements and bulletin inserts have been made on this issue.
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**Characteristic II: A Welcoming and Caring Parish—Christian Community**

*As a community of faith, the parish attempts to meet the spiritual, personal and social needs of its members, thus responding to and affirming each person's dignity, demonstrating Christ's love and care, and creating a sense of belonging. (Archdiocese of Philadelphia, Characteristics Found in Vital Parishes)*

	Goal	Action/Next Step	Responsible Party	Start Date	Completed or Current Status
<b>A</b>	Expand programs for singles and adults without children	A1. Identify and publicize successful programs at other parishes	Elaine Mott	Summer 2006	
		A2. Conduct needs survey of parish members in this demographic	Pastoral Council TBD	Summer 2006	
		A3. Identify opportunities for programs from needs survey	Pastoral Council TBD	Summer 2006	
<b>B</b>	Expand hospitality opportunities and the welcoming of new parishioners	B1. Publish an updated parish photo directory	Fr Yetman	Summer 2006	
		B2. Expand membership of Hospitality Committee and Welcoming Committee by 10%	B&D Fallon Sr. Eileen Mortimer	Oct-06	Update 6/22/07 PROGRESSING  The Welcoming Committee has lost one member, but continue to perform. The Hospitality Committee has added three new members to their group with several other individuals who have volunteered on occasion.
		B3. Initiate hospitality opportunities in the summer	B&D Fallon	Summer 2007	Update 6/22/07 STARTED  The Hospitality Committee is planning to organize a coffee and donuts in late August of 2007.
		B4. Have Nametag Sunday on each "coffee" weekend	Sr. Eileen Mortimer	Fall 2006	Update 6/22/07 PROGRESSING  Confusion on whether all who attend the 9:30 AM Sunday Mass should have nametags or only those who attend the coffee downstairs.
		B5. Initiate an annual parish-wide social event with new parishioners as Guests of Honor	Mary Moody		
<b>C</b>	Publicize and expand healing and bereavement ministries	C1. Explore developing a Stephen's Ministry (including reaching out to divorced)	Jim Ryan	Sep-06	Update 6-6-07 PROGRESSING Received and reviewed materials on Stephen Ministry from Kathleen Plummer • Next Steps o Meet with Stephen Ministry Director at Swarthmore Presbyterian Church during summer o Contact other Stephen Ministries during summer o Prepare report with recommendations for November PPC Meeting
		C2. Conduct caregiving needs survey of parish members	Pastoral Council TBD	Sep-06	
		C3. Identify appropriate caregiving activities from needs survey	Pastoral Council TBD	Sep-06	
<b>D</b>	Expand community visibility of St. John's	D1. Form a Public Relations Committee	Pastoral Council TBD		
		D2. Do press releases on SJC events in local newspapers and cable TV	Barbara Weyler		
		D3. Submit a monthly article to local media on a ministry activity	Barbara Weyler		

**Characteristic III: A Witnessing and Proclaiming Parish-- Evangelization**

*Parishes exist to enhance each person's individual and the community's collective relationship with God in Jesus Christ. This personal and communal spiritual growth is a sign of parish spiritual vitality. (Archdiocese of Philadelphia, Characteristics Found in Vital Parishes)*

Goal	Action/Next Step	Responsible Party	Start Date	Completed or Current Status
<b>A</b> Make St. John's a richer spiritual community	A1. Establish a spiritual theme for 2007	Pastoral Council	Fall 2006	
	A2. Double the number of small faith sharing groups	Barbara Daniel	Fall 2006	Update 6/1/07 PROGRESSING  Before Lent began in February 2007, an insert was put in the parish bulletin inviting parishioners to join a faith-sharing group during Lent. From the responses, one new group was formed and has continued on after Lent and the Easter Season concluded.  Prior to this new initiative for forming faith sharing groups, two groups still were active. This new group increases the number of groups by 50%
<b>B</b> Invite inactive parishioners back to St. John's	B1. Have the pastor write a personal letter to each inactive member	Fr. Bajorek	Fall 2007	Update 6/22/07 NO PROGRESS  It was determined that this Action Item should be initiated as a coordinated effort with the committee that is being formed to reach out to inactive parishioners.
	B2. Call each inactive member and invite him/her to Mass	Theresa Hedlund	Fall 2007	Update 5/16/07 PROGRESSING  Choosing a plan that is simple and effective -- Catholics Reaching Out program from the PNCEA. A kit has been purchased for review over the summer months.  Present plan would be Father Bajorek possibly sending a personal invitation letter.  The follow up would be using the materials from the kit.  The Kit includes pamphlets from the PNCEA. This includes a "We Miss You" pamphlet -- An invitation to return to the Catholic Church and a "Parishioners Guide" -- for inviting inactive Catholics to return to the church which includes a basic 4 step process. The "We Miss You" pamphlet could be mailed and signed by a volunteer who would be making contact.  The second follow up would be phone calls and personal visits if necessary inviting the inactive Catholic families to come to mass. A volunteer committee would be necessary depending on the number of inactive members.
	B3. Assign Extraordinary Ministers to those with health problems	Sr. Eileen Mortimer	Nov-06	Update 6/22/07 PROGRESSING  Presently, Extraordinary Ministers are assigned to homebound parishioners upon request. A second letter to all Extraordinary Ministers asking them to perform home visitations is in progress.
<b>C</b> Reach out to the "unchurched" in the Wallingford area	C1. Invite those interested in finding/joining a faith community to consider St. Johns	Pastoral Council TBD		
	C2. Identify and utilize free media services	Pastoral Council TBD		

**Characteristic IV: An Educational and Formational Parish—Teaching**

*Catechesis is a process of formation in faith, hope, and charity; it shapes the mind and touches the heart, leading the person to embrace Christ fully and completely. (Pope John Paul II, Ecclesia in America - #71)*

	Goal	Action/Next Step	Responsible Party	Start Date	Completed or Current Status
A	Promote the importance of “life-long” faith development	A1. Publish articles on life-long faith development in the <i>Angelus</i> and Bulletin	Ann Zech	Spring 2007	Update 6/22/07 PROGRESSING  Ann is researching articles on life-long faith development in Catholic magazines and on the Internet. She is coordinating her articles with Madeline Bialecki who is handling educational faith articles for The Angelus. Ann Zech will attend the adult enrichment committee and obtain ideas from the group. She will provide the publisher with up to 6 articles each printing dealing with faith development. Some of these she will compose herself, while others will be reprints from US Catholic, American, or NCR.  The most recent issue of The Angelus was devoted to the capital campaign. So once the parish returns to publishing other news, these articles will be provided
		A2. Speak from the pulpit about the need for “life-long” faith development	Fr. Bajorek Fr. Yetman	Spring 2007	Update 6/22/07 PROGRESSING  A conscious effort is being made to incorporate this Action Item in each of Fr. Bajorek’s homilies.
B	Expand educational opportunities for the parish community	B1. Explore the need for additional bible study groups	Pastoral Council TBD		
		B2. Increase by two the number of educational guest speakers	Sr. Antoinette Munafro Diane McCrossan	Winter 2007	Update - 6/1/07 PROGRESSING  Sr. Antoinette reported that the following speakers and adult education programs are scheduled or in the planning stages for the school year 2007/2008:  A. Speakers 1. Dr. Jeanette Weychert, “Meditation as Medicine” – October 10 2. Dr. Jeff Kelly and Dr. Bill Haynes, talk and book-signing for their book <i>Is There a God in Health Care?</i> – Oct. or Nov. 3. Dr. Kathy Looker on “Mystics” – Spring, 2008 4. Rose Payne from High-Level Wellness in Cherry Hill, NJ on Nutrition – possibly co-sponsored with the Home & School Association  B. Other Programs 1. Two Book Discussion Series (6-8 weeks each) on a spirituality book, i.e., <i>My Life with the Saints</i> 2. Catechist Classes now being taught by the Archdiocese at the Seminary and local Catholic high schools  These planned speakers and other programs for 2007/2008 so far represent an increase of 3 speakers over last year, but a decrease of 2 in “Other Programs”.
		B3. Provide quarterly notices of “on-line” faith development programs and websites	Fr. Yetman	Fall 2006	
		B4. Publish diocesan young adult programs and activities each month	Linda Branco	Aug-06	
		B5. Schedule a biannual parish retreat (professional or parish witness)	Elaine Mott	Summer 2006	
		B6. Increase attendance at Catholic Life Congress by 10%	Pastoral Council TBD		

	B7. Increase by two the educational faith articles in the <i>Angelus</i>	Madeline Bialecki	Oct-06	Update 6/6/07 PROGRESSING Two articles in process for the next issue • Ann Zech is writing a Lifelong Faith Education article. • Fr. Bajorek will write an article on Catechesis
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**Characteristic V: A Parish  
Responsive to Others—Christian  
Service**

*The parish is not only responsive to the needs of its own members, but reaches out to all persons, responding with love, healing, and reconciliation to their various concerns and needs. "He who does not love his neighbor whom he has seen, cannot love God whom he has not seen."*

	Goal	Action/Next Step	Responsible Party	Start Date	Completed or Current Status
<b>A</b>	Raise awareness on peace and justice issues	A1. Conduct sessions on social doctrines of the church	Rich Heron	Fall 2007	Update 6/1/07 PROGRESSING  Richard reported that the following speakers and discussions on social documents along with peace/justice actions are in the planning stages for 2007/2008:  A. Speakers 1. Bishop Thomas Gumbleton on Catholic social justice and Haiti – Fall 2007 2. Rev. John Regan, Augustinian coordinator for Justice & peace, on social justice documents in the Church  B. Other Programs 1. Discussion Series on "Themes of Catholic Social Teaching" 2. Movies and Discussion focused on Catholic peace social justice issues  These planned speakers and other programs for 2007/2008 so far represent a late start (Fall 2007 instead of Fall 2006) but progress in completing this action item.
		A2. Publish weekly / monthly / annual list of outreach activities done by parishioners	Fr. Yetman	Fall 2006	
<b>B</b>	Increase Christian service to others	B1. Conduct two service activities in conjunction with Sister Parish	Mary Chollet	Winter 2007	Update 6/22/07 STARTING  Mary agreed to be the responsible party on June 6, 2007. She is establishing a committee to work on this action item as well as researching sister parishes on the Internet.
		B2. Increase services to homebound individuals by 10%	Sister Eileen Mortimer	Jan-07	Update 6/22/07 PROGRESSING  Sr. Eileen visits the homebound once a month. Other parishioners visit weekly or biweekly. At holiday times, Christmas, Easter and Valentine's Day, the homebound receive cards, cookies and poinsettias.

**Characteristic VI: An Effectively Administered Parish—Leadership**

*The Church's mission in the world is the responsibility of all the baptized, thereby making the parish's mission and ministry a collaborative endeavor, requiring the gifts and talents of all the faithful. "This kind of renewed parish needs as its leader a pastor who has a deep experience of the living Christ, a missionary spirit, a father's heart, who is capable of fostering spiritual life, preaching the Gospel, and promoting cooperation." (Pope John Paul II, Ecclesia in America - #41)*

	Goal	Action/Next Step	Responsible Party	Start Date	Completed or Current Status
A	Create a 5–10 year plan for plant improvement	A1. Form project teams to assess plant and future needs	Fr. Bajorek	Fall 2005	Update 6/22/07 COMPLETED  Project teams were formed which consisted of past capital improvements managers, business managers, interested ministry leaders, Tom Felton and John Feehery. Assessments were made of the various buildings on the St. John's Campus and a list for long term capital improvements was formulated.
		A2. Use assessment data to create capital projects list	Rosemary Endres & Project Team	Spring 2006	Update 6/22/07 COMPLETED  Building Committee was established. John Spinelli did a custodial review of our campus facilities and generated a list of items needing attention on a one to five year schedule. This generated list was given to the Building Committee
		A3. Prioritize list through parish feedback	Fr. Bajorek John Feehery Tom Felton	Oct-06	Update 6/22/07 PROGRESSING  A Town Meeting was held where the results of the feasibility study was presented. Parishioners had the opportunity to ask questions and make comments on the proposed campus improvements. Parishioners were also encouraged to continue to offer their feedback as further literature was presented  This Action Item was overseen by Tom Felton and John Feehery in the initial stages of capital improvements. As of Winter 2007, it is being overseen by the Capital Campaign Building Committee. The Capital Campaign literature lists the prioritize list of campus improvements.
B	Establish an annual plan for plant maintenance	B1. Form a project team to assess plant needs	Fr. Bajorek	Fall 2005	Update 6/22/07 COMPLETED  This action item was accomplished by professional parishioners and reviewed by Fr. Bajorek.
		B2. Formulate a priority list of plant needs	John Spinelli	Summer 2007	
		B3. Determine daily, weekly, monthly, and annual maintenance schedule	John Spinelli	Sep-06	Update 6/6/07 PROGRESSING  John has submitted a comprehensive project plan and has met with Fr. Bajorek to discuss implementation.

C	Assess long-term financial needs and plan how to meet them	C1. Select a professional capital campaign director	Fr. Bajorek Rosemary Endres Finance Committee	Winter 2006	Update 6/22/07 COMPLETED  Federico and Associates was selected as the professional campaign director.
		C2. Use capital projects list (A2) to estimate cost of capital projects	Rosemary Endres	Winter 2006	Update 6/22/07 COMPLETED  Finance Committee in conjunction with Fr. Bajorek and Rosemary Endres selected Federico and Associates in the Spring 2006 handle the professional aspects of a Capital Campaign. A feasibility study was done in the Fall of 2006.  With the assistance of consultants and some parishioner professionals, the list of proposed Capital Campaign items generated a cost of \$2.26 million. See Capital Campaign literature for complete details.
		C3. Begin capital campaign feasibility study	Federico Associates Parish Committee	Sep-06	
D	Improve collection and use of census data	D1. Increase the return rate of census questionnaire by 10%	Rosemary Endres	Fall 2006	Update 6/22/07 COMPLETED  The return rate of the census questionnaire did increase by 10%. There was a form change which was easier to complete. This form change encourages updating of parishioner information.
		D2. Appoint person or committee to organize the data into a usable data base	Rosemary Endres	Spring 2008	Update 6/22/07 STARTING  Data has been inputted but no analysis has been started.
		D3. Forward data on parish involvement to appropriate parish organizations and monitor their use of it to be sure of maximum outcomes	Rosemary Endres	Fall 2008	Update 6/22/07 NO PROGRESS  Work will begin on this Action Item once CV1, D2 is completed
E	Improve parish communications	E1. Publish the <i>Angelus</i> two times a year	Madeline Bialecki	Winter 2006	
		E2. Increase the use of the parish website by 10% by publicizing it in the <i>Angelus</i> and the Bulletin	Matt DeCaro	Summer 2006	Update 6/6/07 PROGRESSING  The <i>Angelus</i> will have three issues published in 2007 including the Capital Campaign issue
		E3. Hold town meeting annually in the Fall with Pastor, Parish Pastoral Council and Finance Committee present	Fr. Bajorek	Fall 2007	Update 6/22/07 PROGRESSING  This year a town meeting was held to present the results of the feasibility study for the Capital Campaign.
		E4. Publish Pastoral Council Updates three times a year	Barbara Daniel	Fall 2007	
F	Expand Cluster and SWIM participation	F1. Initiate additional Cluster activities and encourage other parishes to do the same publicizing them in all parish bulletins	Fr. Bajorek Bill O'Connor	Winter 2007	Update 6/22/07 PROGRESSING  Cluster Parishes were asked to submit their Advent and Lent activities for publication.
		F2. Have parish representative regularly attend ecumenical meetings and communicate proceedings to the parish	Fr. Bajorek	Spring 2007	Update 6/22/07 PROGRESSING  SWIM – (Swarthmore Wallingford Interfaith Ministries) hold their meetings once a month and Fr. Bajorek has attended. An ecumenical event is being discussed with the hope of it taking place in the fall.

**Characteristic VII: A Gifted Parish Living Responsibly—Stewardship**

*A Christian steward is "one who receives God's gifts gratefully, cherishes and tends them in a responsible and accountable manner, shares them in justice and love with others, and returns them with increase to the Lord." (National Conference of Catholic Bishops, Stewardship, a Disciple's Response)*

Goal	Action/Next Step	Responsible Party	Start Date	Completed or Current Status	
A	Expand parish commitment to stewardship to make it a way of life.	A1. Increase membership of the Stewardship Committee 10% by January 2007	Carolyn Larson	Spring 2006	Update 6/1/07 COMPLETED  A new member, Julie Randell, has been added. The Committee now has 5 members, an increase of 25% over the previous 4 members
		A2. Distribute <i>The Parish Management Handbook</i> Chapter 7 which focuses on developing stewardship to all ministry leaders	Jim Ryan		
		A3. Include information and articles on Stewardship in each <i>Angelus</i> , every Bulletin, on the website, and in preaching three times a year	Carolyn Larson	Spring 2006	Update 6/1/07 PROGRESSING  * Angelus - the deadline for the Fall 06 Angelus was missed; however, an article on stewardship was submitted in May 07 for the next Angelus. * Weekly bulletins – "Bulletin Bits" on Stewardship have been published every week for two years. * Preaching – Carolyn recalled at least one homily on stewardship being preached this past year and will encourage that more be preached. She herself has been active in cultivating "stewardship" awareness at Sunday masses. Recently she initiated recognition of parishioners involved in parish ministries, which was held at all masses. She also started a special award, "Ministry of the Year", which recently was presented to John and Marie Spinelli for their training and scheduling of Altar Servers
		A4. Conduct a biannual survey of parishioners' talents, interests, and availability or/and use census form data (see D1-3 under Characteristic VI)	Carolyn Larson	Fall 2006	Update 6/1/07 PROGRESSING  Solicitation for volunteers for a parish Resource Directory was done once through the weekly bulletin and yielded ten responses; it and will be done again in the near future. Additionally, a parish survey or census form scan will be done in the fall after the parish picnic, potluck dinner and Stewardship Sunday are over.
		A5 Publish a volunteer resource directory for the parish and put it into an electronic data base; develop a plan to make use of these talents	Carolyn Larson	Jan-07	Update 6/1/07 PROGRESSING  A Resource Directory has been created and can be found on the parish website. It is initially a small list (10 entries), but will increase.