

## 2019 Stella Maris Stewardship Plan

Revised: 12/18/2018

**Stella Maris Mission:** Stella Maris Catholic Parish prayerfully unites people in the love of Jesus guided by our Patron, Mary.

**Stella Maris Vision:** We invite all to journey as disciples. By sharing the Gospel, responding to Jesus' love and the gifts God has given us, we welcome all to grow in faith and in our parish life.

**Stella Maris Stewardship Vision:** Through Prayer, Service, and Sharing we invite people to more fully experience the joy and gratitude of living a stewardship way of life.

2019 Date	Action	Action Detail	Owner	Status
January-March	Complete and communicate annual stewardship plan	<ul style="list-style-type: none"> <li>Plan is reviewed by committee, Father Dave, executive committee, finance committee and parish council to ensure alignment.</li> <li>Post plan on church website.</li> </ul>	Tom	
January-December	Endowment Fund	<ul style="list-style-type: none"> <li>Create and publish weekly bulletin articles or reminders about the endowment.</li> <li>Create a year-end report of endowment progress to current contributors and possibly include names of contributors to date.</li> <li>Refresh ask package and brochure by May 1, 2019 to be ready for resuming ask activity as seasonals return.</li> </ul>	Tom & Endowment committee	
January-December	New Parishioner Welcome	<ul style="list-style-type: none"> <li>Sign up new parishioners and ask how they would like to participate in the parish</li> <li>Include history and endowment brochures.</li> </ul>	Becky	
April	Stewardship budget 2019/2020	<ul style="list-style-type: none"> <li>Prepare stewardship budget request for annual parish budget and present to Finance Council for approval.</li> </ul>	Tom	
June	Visitor brochures	<ul style="list-style-type: none"> <li>Restock visitor brochures and yellow donations envelopes in pews of all churches.</li> <li>Prepare visitor appeal announcements for Mem. Day, July 4 and Labor Day weekends.</li> </ul>	Bernie	
May-October	Parish Annual Report	<ul style="list-style-type: none"> <li>Ask Parish council to take ownership of Annual report. Action items for them:</li> <li>Send request for annual report information in May to councils, commissions, and staff using template where applicable.</li> <li>Format information into Annual report</li> <li>Print/plan distribution of report (incl. online).</li> </ul>	Tom	

<b>2019 Date</b>	<b>Action</b>	<b>Action Detail</b>	<b>Owner</b>	<b>Status</b>
May-October	Commitment Drive	<ul style="list-style-type: none"> <li>• Prepare materials for service&amp; sharing drive.</li> <li>• Post forms on website.</li> <li>• Educate parish staff on drive and where assistance is needed.</li> <li>• Witness talks on service and financial giving; mandatory intro scripts; include announcement on kick-off weekend</li> <li>• Ideas to Father for pulpit talk.</li> <li>• Stewardship intention to Worship.</li> <li>• Have pledge sheets available in church</li> <li>• Take appropriate action to include updates to Parish Soft with address and pledges, directing talent to service, and re-sending commitment sheets.</li> </ul>	Becky	12/18/2018 – Timing was decided for 2019 drive: <ul style="list-style-type: none"> <li>• June 10 – financials due to office; Father provide letter</li> <li>• June 8/9 – Financial needs talk at all Masses</li> <li>• June 15/16 – Father stewardship homily all Masses</li> <li>• June 21 - mailings go out; requested return July 12; will use same blue envelope for return</li> <li>• June 22/23 – Kick-off weekend; Witness talks at Masses after creed with mandatory intro scripts; say something about financial giving; include announcement on stewardship kick-off</li> <li>• July 7 &amp; 14 – last call announcements for return</li> </ul>
July-August	Telephone follow-up	<ul style="list-style-type: none"> <li>• Recruit and train call follow-up team. Recruit at men’s retreat.</li> <li>• Schedule follow-up calls (all calls within two weeks after mailing due date).</li> <li>• Review script that includes talking points for seasonals.</li> <li>• Send thank you to callers.</li> </ul>	Tom/Bernie	
August-September	Volunteer Appreciation Open House	<ul style="list-style-type: none"> <li>• Promote event including postcard to households and e-mail to committee chairs and ministry schedule participants.</li> <li>• Recruit help and food/materials</li> <li>• Set-up and serve at event</li> </ul>	Tom/Bernie/ Mark	12/18/2018 – Event set for Thursday 9/19/2019 in SB.
October-November	Diocesan Stewardship Sunday	<ul style="list-style-type: none"> <li>• Bulletin article and announcement: Thank you; Stewardship comments on results of prayer, service, and sharing drive.</li> <li>• Stewardship intention to Worship.</li> <li>• Recognize Veterans if on same weekend.</li> </ul>	Becky	
December	De-brief on 2019	<ul style="list-style-type: none"> <li>• Review steps taken this year and results to begin planning for 2020.</li> </ul>	Committee	