

**Forward in Faith: A Vestry Action Plan for Realizing our Vision  
St. Martin's Episcopal Church  
2012-2017**

*MISSION: We are called to be disciples of Jesus Christ, ministering to all, thereby proclaiming God's love. We strive, both individually and together, to experience a deeper relationship with God and, in changing times, to extend Christ's unchanging ministry to one another, our community, our nation and the world.*

**I. Vision Point: Equip and challenge ourselves and one another to minister joyfully and faithfully to all who join our journey of discipleship and mission.**

**Goal A: Staffing Plan**

Action Steps	Assigned to	Resources Needed	Projected Timeline	Progress
<i>Review &amp; update 2010 Staffing Plan</i>	<i>Jane</i>	<i>Finance, Treasurer</i>	<i>Apr 2012</i>	
<i>Discern needs and resources for future staff</i>	<i>Jane</i>		<i>Apr 2012</i>	
<i>Consider positions such as p/t organist, p/t receptionist, p/t handyman as well</i>	<i>Jane</i>	<i>2012 Budget</i>	<i>2012</i>	

**Goal B: Develop and implement a communication plan.**

Action Steps	Assigned to	Resources Needed	Projected Timeline	Progress
<i>Create an ad hoc Working Group</i>	<i>Barbette(?)</i>	<i>Lora Price</i>	<i>Feb 2012</i>	

<i>Produce recommendation to Vestry: communication goals (include what kind of experience we expect people to have and what happens at St. Martin's) and tools and procedures for meeting those goals.</i>	<i>Ad hoc Group</i>		<i>May 2012</i>	
<i>Communicate the strategy to the congregation</i>	<i>Ad hoc Group</i>		<i>June 2012</i>	
<i>Train the staff/ministry leaders/congregation to use the new methods</i>	<i>Ad hoc Group</i>		<i>June2012</i>	

## **II. Vision Point: Open our hearts, doors, resources and altar to all who seek sanctuary with us.**

### **Goal A: Redefine hospitality and fellowship and describe for the congregation how it functions. [collect all the fellowship activities under the umbrella]**

Action Steps	Assigned to	Resources Needed	Projected Timeline	Progress
<i>Establish a core team for coordinating hospitality fellowship</i>	<i>Nellie, Kerry, Bill</i>	<i>Shirley</i>	<i>May 2012</i>	
<i>Redefine the term fellowship and how it fits with other functions</i>	<i>Nellie</i>	<i>Jane, Ann, Frank Starman, Kerry</i>	<i>May 2012</i>	<i>ONGOING</i>
<i>Determine how newcomer procedures fit under this umbrella.</i>			<i>May 2012</i>	
<i>Develop food allergy (peanuts, e.g.) procedures</i>			<i>May 2012</i>	
<i>Annually coordinate with Rector to schedule fellowship events</i>	<i>Nellie</i>		<i>Feb 2012</i>	

**Goal B: Prepare for 50th Anniversary celebration.**

Action Steps	Assigned to	Resources Needed	Projected Timeline	Progress
<i>Create committee using “new” parishioners and honoring our founding and long-standing members</i>	<i>Geoff, Kerry</i>	<i>Lois</i>	<i>Q1 2012</i>	
<i>Deliver a report/budget for the activity to the vestry</i>	<i>50<sup>th</sup> Anniv Committee</i>			
<i>Document the history of the church (archivist?)</i>	<i>Jane</i>	<i>Meredith Poole, Dani Jaworski</i>		
<i>Explore opportunities to tie 50th celebration with a community outreach event</i>	<i>Committee &amp; Outreach Commission</i>			

**III. Vision Point: Plan with faith for our future, building upon our legacy of Eucharistic worship, outreach, and inclusive fellowship.**

**Goal A: Develop long-term facility plans.**

Action Steps	Assigned to	Resources Needed	Projected Timeline	Progress
<i>Create Needs Assessment committee</i>	<i>Dick and Rene</i>	<i>Volunteers</i>	<i>Q1 2012</i>	
<i>Update 2009 Needs Assessment including a Capital Needs Assessment</i>	<i>Rene and Leigh</i>	<i>Committee</i>	<i>2012</i>	
<i>Evaluate the accessibility of the church walkways, remote parking</i>	<i>Shirley</i>	<i>Andy McNeil, Steve Kaufman, Jim Yatzek</i>	<i>2012 Budget</i>	
<i>Train lectors and ushers on sound board</i>				

**Goal B: Discern expansion of worship opportunities to meet needs of those for whom Sunday morning does not work.**

Action Steps	Assigned to	Resources Needed	Projected Timeline	Progress
<i>Form a working group to understand and support the spiritual/worship/community needs of persons, particularly those in their 20's (young adults).</i>	<i>Shirley</i>	<i>Erin Brady (diocesan resource), Shirley</i>	<i>Q1 2012</i>	<i>In progress</i>
<i>Run pilot project with this group</i>	<i>Shirley</i>		<i>Q2 2012</i>	
<i>Explore expansion of Saturday evening services</i>	<i>Jane</i>		<i>Q2 2012</i>	

**Goal C: Continue Use of Miles Hall as an arts venue for the community.**

Action Steps	Assigned to	Resources Needed	Projected Timeline	Progress
<i>Expand number of events from 2 to 4</i>	<i>Geoff Wade, David Feldman</i>	<i>performers</i>	<i>June 2012</i>	
<i>Create a flyer describing the venue</i>	<i>Geoff Wade</i>	<i>David Feldman</i>	<i>Q1 2012</i>	

**Goal D: Consider a Verger Ministry for St. Martin's.**

Action Steps	Assigned to	Resources Needed	Projected Timeline	Progress
<i>Educate staff members on activities and uses of a Verger Ministry</i>	<i>Roger</i>		<i>June 2012</i>	
<i>Identify areas that are right for St. Martin's</i>	<i>Roger, Interested Vergers</i>		<i>Q3 2012</i>	

**Goal E: Evaluate the Commission Structure at St. Martin's.**

**Goal F: Explore how to use neighborhood groups as a potential place for pastoral care.**

**IV. Vision Point: Be both grateful and wise stewards of all that God has given us by nurturing and sharing our gifts and talents.**

**Goal A: Articulate Vestry Budget Priorities.**

Action Steps	Assigned to	Resources Needed	Projected Timeline	Progress
<i>Provide for realistic Staff salary increases</i>	<i>Exec. Committee</i>		<i>Apr 2012</i>	
<i>Increase amount going to Outreach activities</i>	<i>Exec. Committee</i>		<i>Apr 2012</i>	
<i>Increase Diocesan Pledge to 10% of total Budget</i>	<i>Exec. Committee</i>		<i>Apr 2012</i>	

**Goal B: Develop lay leaders.**

Action Steps	Assigned to	Resources Needed	Projected Timeline	Progress
<i>Finalize Lay Ministry Handbook (equip leaders for already-defined tasks with the ministry handbook (1, 2, 4)</i>	<i>Polly Foote, Shirley</i>		<i>Q2 2012</i>	
<i>Raise up new leaders. Develop a strategy for mentoring people toward taking leadership roles in the church (one on one and group/peer group) and consider having a leadership retreat.</i>	<i>Shirley, Susan Axtell, Richard Ambler</i>		<i>October 2012</i>	

**Goal C: Provide better communication with congregation.**

Action Steps	Assigned to	Resources Needed	Projected Timeline	Progress
<i>Provide regular updates on Vestry activities (forums, Cloak articles, weekly newsletter updates)</i>	<i>Lora (Cloak)</i>		<i>ongoing</i>	
<i>Annual meeting - after Vestry retreat - Successful?</i>	<i>Shirley</i>		<i>June 2012</i>	

**Goal D: Make stewardship a parish-wide, year-round, multi-tool approach.**

Action Steps	Assigned to	Resources Needed	Projected Timeline	Progress
<i>Evaluate and improve the new parish-wide strategy for stewardship.</i>	<i>Jane, Roger</i>		<i>July 2012</i>	
<i>Evaluate current implementation plan and recommend a three-year plan</i>	<i>Jane, Roger, Shirley</i>		<i>September 2011</i>	

**Goal E: Nurturing of Clergy.**

Action Steps	Assigned to	Resources Needed	Projected Timeline	Progress
<i>Encourage use of leave and continuing education benefits</i>	<i>Wardens</i>	<i>Supply clergy</i>	<i>June-November 2012</i>	

## V. Vision Point: Discern the future needs in the greater Williamsburg area to fulfill St. Martin's Mission

### Goal A: Explore our interest in helping to plant a new church.

Action Steps	Assigned to	Resources Needed	Projected Timeline	Progress
<i>Review results of revised Needs Assessment to determine future steps</i>	<i>Wardens, Shirley</i>		<i>June-November 2012</i>	

### Points to consider as we review this document:

- We need to understand how to nurture new leaders
- Develop prospective leaders
- Invite participation
- Incorporate evaluation, modification and training
- Avoid burnout and encourage wellness
- Consider where redundancy is appropriate and necessary
- We want to prepare seasoned leaders to invite, welcome and mentor new leaders
- How do we ensure good relations across generations?
- Commissions get their authority from the Vestry