

**Saint James Strategic Planning Minutes from January 7, 2020**

**Agenda:**

1. To finalize Evangelization survey questions.
2. To distribute the survey test-run to a small group (8-10) of cross-generational parishioners for validity and clarity before asking all parishioners to complete the survey. Edits will be made as needed based on the test-run feedback.
3. To discuss how best to communicate the importance/results of the parish-wide survey knowing that not all read the bulletin or do not have access to the weekly e-mail blast.

**Opening Prayer:**

The Strategic Council prayed to the Holy Spirit to guide us as we discern His will for the spiritual renewal of our parish. We asked for strength, courage, and clear vision as we use our gifts to serve Him. We entrusted our family to the care of Mary, our mother, and ask for her intercession and guidance as we strive to bear witness to the Gospel and build an amazing parish.

Special prayer intentions were offered.

**Update:**

**Evangelization questions.**  The committee reviewed the updated Evangelization survey questions. Minor edits were offered for clarity. Following that, the Evangelization pillar team met off-site to finalize the questions.

**Survey Test-Run.** The survey questions were distributed to 10 cross-generational parishioners the weekend of January 11-12, 2020. Each was asked to complete the survey and make note of any questions that seemed unclear or purposeful.

**Update:** We have received all surveys back to date.

**Parish-Wide Survey Communication and Distribution.**

**Feb 24–March 7**

·         Two weeks to promote advance awareness of the parish survey

·         Methods will include Mass announcements, bulletin blurbs, website posting, email blast, etc.

·         All parishioners are invited to share their opinions on the survey topics

·         Purpose of the survey is to gather feedback; it is not a voting process

**March 8–22**

·         Two-week window in which the survey will be “live” – this is a firm end-date

·         Reminders could be mentioned at Masses, via bulletin blurbs, parish webpage link to the online survey, email blast with link to online survey, etc.

·         Planning committee to decide whether to host online survey sessions with tablets following weekend Masses

·         Paper copies available to those who prefer that method.

Father Scott closed the meeting with a special blessing.

**Next Meeting:** March 3, 2020. POB.

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