

## PASTORAL PLAN FOR THE PARISHES OF

Please list parishes.

St. Paul's Church (Black River), St. Mary's Church (Evans Mills),  
St. Rita's Church (Deferiet), St. Theresa's Church (Theresa),  
St. Joseph's Church (Philadelphia)

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1. The following churches are within the area served by this pastoral plan:

Please indicate the requested status of each church in the plan, i.e. worship site, oratory, parish church. Include proposed use of churches not being used as worship sites.

St. Paul's Church (Black River) – PARISH & WORSHIP SITE  
St. Mary's Church (Evans Mills) – PARISH & WORSHIP SITE  
St. Rita's Church (Deferiet) – ORATORY  
St. Theresa's Church (Theresa) – ORATORY  
St. Joseph's Church (Philadelphia) - ORATORY

For policies for changing the status of churches and related issues, please see Policies # 406.6, 406.10 and 406.11 in the *Pastoral Handbook*.

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2. Proposed Mass Schedule

Indicate time and church where Mass will be celebrated.

Daily	T-TH 8:00 AM (Evans Mills), W-F 8:00 AM (Black River)
Saturday (Anticipated)	4:00 PM St. Mary's Church (Evans Mills)
Sunday	9:00 AM St. Paul's Church (Black River) 11:00 AM St. Mary's Church (Evans Mills)
Holy Day and other Masses	5:30 PM Anticipated, 8:00 AM, 5:30 PM (Please consult bulletin for locations)
Confession schedule	Saturday 3:00 PM St. Mary's Church (Evans Mills), Sunday 8:15 AM St. Paul's Church (Black River)

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3. Staff/Personnel of the Parish (indicate whether volunteer or employee)

Pastor: To be assigned by Bishop LaValley  
Parochial Vicar: No parochial vicar

Other Priests in residence: n/a  
 Deacon(s): Deacon Patrick Donahue & Deacon Bill Raven

PLC or Pastoral Associate(s): n/a

Bookkeeper: Laura Fitzpatrick (Evans Mills)  
 Tarra Benson (Black River)

Business Manager: n/a

Secretary(ies): (See Bookkeepers above)

Maintenance: Fran Veivia

Other: [Click or tap here to enter text.](#)

Faith Formation

DRE: Noel Voos (Evans Mills)  
 Daphne Root & Pat Newell (Black River)

Secretary(ies): n/a

Adult Formation: Evans Mills Knights of Columbus

Sacramental Preparation: Confirmation: Rose Perkins  
 First Communion:  
 Amber Vantassel & Monica Lynch (Evans Mills)  
 Daphne Root & Pat Newell (Black River)

Youth Minister: n/a

Director of Vocation Promotion: Pastor

Music Minister: Ann Jackson (Black River)  
 Kristina Dean & Denise Smith (Evans Mills)

Check here to indicate that all of the positions have written job descriptions.

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Additional personnel:

1. Ministries/Services

	Have sufficient number	Need more	Training has been provided	Training will be provided
Greeters	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ushers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

	Have sufficient number	Need more	Training has been provided	Training will be provided
EMHC	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Lectors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Altar Servers	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Music Ministry	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Money Counters	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sacristans	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Catechists	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Youth Ministry	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Church Cleaners	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Hospital Ministry	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Home Visitation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Food Pantry	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Prison Ministry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vocation Team	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Buildings/Grounds	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Other ministries and services:

[Click or tap here to enter text.](#)

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2. Lay Groups and Societies (check all that apply)

Women of Grace

Knights of Columbus

Altar Rosary Society

Men's Group

Catholic Daughters

Vocations Committee

Other: please list all groups and societies

Click or tap here to enter text.

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3. Attach a proposed budget(s) of revenues and expenses for the next fiscal year. Please follow the format and chart of accounts used in the Annual Financial Report submitted to the Diocese.

Check when completed

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4. Finance Council

Please list Parish Trustees

St. Paul's: Tom Murphy & Esther Reape

St. Rita's: William Larabee & Patty Turpin

St. Mary's: Noel Voos & Anna Delles

St. Theresa's: Theresa Leeson & Gail Patrick

St. Joseph's: Judy Stoffel & Dennis Olshfski

Please list all members of the Finance Council

Tom Murphy, Esther Reape, Bill Raven, Fran Raven, John Kiechele,  
James Newell, Noel Voos, Anna Delles, Theresa Leeson, Gail Patrick,  
Judy Stoffel, Dennis Olshfski

Finance Council meets:

Monthly

Quarterly

Semi-annually

Other, explain

Click or tap here to enter text.

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5. Parish Council

Please list all members of the Parish Council

Tom Murphy, Esther Reape, Deacon Bill Raven, Fran Raven, John  
Kiechele, James Newell, Noel Voos, Anna Delles, Theresa Leeson,  
Gail Patrick, Judy Stoffel, Dennis Olshfski, Kareta Olshfski, Jeffrey  
Hughes, Joseph Drake, Frank Laverghetta, Fran Veivia, Mary  
Boucher, Deacon Patrick Donahue (ex officio)

Parish Council meets:

Monthly

Quarterly

Semi-annually

Other, explain

Click or tap here to enter text.

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## 6. Pastoral Plan

Please briefly summarize how the following needs will be met in your parish(es).

- a. Ministry to the homebound

Priest and lay ministers of Holy Communion will visit the homebound.

- b. Ministry to those in nursing homes

No nursing home within our jurisdiction.

- c. Hospital ministry

Priest is on call once a week at Samaritan Medical Center.

- d. Religious education program (please indicate release time or Sunday program, elementary program, high school program, whether catechists are certified)

Currently there are two parish programs operating between St. Mary's and Evans Mills and St Paul's in Black River. Both programs are generally about the same size of 25-30 students and both programs meet on Sunday a.m. with St Paul's meeting before the 11 a.m. mass and St Mary's meeting before the 10:45 mass

St Paul's in Black River meets weekly from Sept to May during the school year and has the usual breaks that are taken by the school system. St Mary's meets bi-weekly

**Identified leaders:** Noel Voos., Daphne Root and Pat Newell

- e. Sacramental preparation (indicate personal responsible for the preparation, number of meetings, description of the preparation program and follow-up)

- a. Baptismal preparation

The pastor will be responsible for baptismal preparation.

b. First Reconciliation / First Eucharist

Both St. Mary's and St. Paul's have First Reconciliation/First Eucharist Programs.

c. Marriage preparation (indicate in parish or remote, grade levels, program used, person responsible)

Priest is responsible for marriage preparation. In addition to meeting with the priest couples will be required to take FOCCUS test and participate in Pre-Cana classes.

d. Confirmation program

Neither program has a Confirmation ready program this year but anticipate youth ready to become confirmed next year. The group discussed the successful shared retreat by the confirmation programs in 2016 and feel that a combined Confirmation program is feasible

f. Adult formation

**Adult Faith Formation; AFF** is available at St Mary's in Evans Mills that is coordinated by the Knights of Columbus. They have been operating programs in bible study and faith formation for several years and have use the Ascension Pres series and the Jeff Cavins courses. General attendance is usually about 20-25 parishioners depending on the topic.

**Identified leaders:** Knights of Columbus

g. Pre-Cana preparation

Couples will be referred to Pre-Cana courses offered by the Office of Family Life of the Diocese of Ogdensburg.

h. Bereavement ministry

The group expressed interest in this ministry but suggested that training would be necessary. Currently this is the work and responsibility of the pastors. Both Deacon Patrick and commissioned lay ministries are available to assist when necessary following sufficient training and direction.

**Identified Leader: TBA**

i. Vocations (What do(es) your parish(es) do to build a culture of vocations? How will this be maintained under this plan? List members of the vocations committee.)

A Vocations committee will be formed from parishioners from both parishes under the direction of the pastor.

j. Family life (What do(es) your parish(es) do to strengthen the family? How will this be maintained under this plan?)

Family Life ministries will be included in the Catechetical programs.

k. Outreach to the poor (What do(es) your parish(es)do to reach out to the poor? How will this be maintained under this plan?)

St. Mary's has an active Food Pantry. St. Paul's also collects food that is donated to the Carthage Area Food Pantry.

l. Prison ministry (What do(es) your parish(es)do to serve the needs of inmates in local jails? How will this be maintained under this plan?)

There are no prisons within our proposed configuration.

m. What do(es) your parish(es) do to reach out to the unchurched?

Annual or twice annual "Come Home" opportunities will be offered to reach out to non-practicing Catholics and unchurched people.

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7. Consultations

Summarize the consultations made in order to form this plan.

a. Trustees

Trustees were members of the Living Stones Steering Committee

b. Pastoral Council

Members of the Pastoral Council were members of the Living Stones Steering Committee

c. Finance Council

Members of the Finance Council were members of the Living Stones Steering Committee

d. Parishioners

Parishioners who are involved in particular parish ministries and spouses of parish leadership were members of the Living Stones Steering Committee.

Please attach any minutes for meetings in which the pastoral plan was discussed, including any consensus or decisions reached.

Check when completed

Do you believe that the possibility of a civil and canonical merger of these entities should be considered at this time? If yes, please indicate your reasoning below. For requirements of canonical modifications of parishes, please review *Pastoral Handbook*, Policy 406.10, and for the requirements of Closure of Churches and Relegation to Profane Use, please review Policy 406.11.

Yes       No

It is the opinion of this committee that civil and canonical merger should be considered so that all resources (administrative, ministerial and financial) can be shared.

How will honorable closure of any church building be commemorated, or how will the formation of a new parish family be celebrated liturgically?

An invitation will be extended to Bishop LaValley to come and celebrate a mass honoring the formation of our new configuration of parishes.

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8. Additional comments

Click or tap here to enter text.



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9. Name of person(s) preparing this Pastoral Plan

Fr. Christopher J. Looby, Fr. Robert Decker and Deacon Patrick  
Donahue

Date submitted: May 1, 2017

This form is available in Pastoral Documentation on <http://www.rcdony.org/>. A version is available for entry using Microsoft Word. A second PDF version is available for handwritten entry.