



## **Renovation Team January 2023 Monthly Recap**

### **Renovation Team Members:**

Cindi Cozza, Libbie Fiechter, Martha Holler, Sherry Lawton-Fasic, John Newlin, Mike Socha, and Alexia Wolf

Work continues on the “Now” list from the November assessment report. Ongoing focus areas include:

- **Welcome and Enfold People into Church Life**
  - A first-time visitor plan is under development.
  
- **Build a Volunteer Development System**
  - The leadership directory is being compiled and will track safe church training for volunteers and their areas.
  - The Volunteer Accelerator tool is under development, emphasizing the recording of accurate job descriptions for all ministry roles.
  
- **Re-establish Connections**
  - A calling team is being recruited, and a recruitment announcement has been shared in parish communications.
  - Calls will begin in February.
  
- **Create the Vision**
  - A Mission InSite report for Christ Church has been obtained, and an executive summary is being prepared by the Strategic Planning Team.
  - An invitation has been shared with the parish regarding the Ministry Vision Summit to be held on Wednesday, February 15, from 5:30-8:30 PM. All Christ Church stakeholders are invited to attend this visioning session.



## **Renovation Team February 2023 Monthly Recap**

### **Renovation Team Members:**

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Work continues on the “Now” list from the November assessment report. Ongoing focus areas include:

- **Welcome and Enfold People into Church Life**
  - Members of the Renovation Team will partner with our current Invite Welcome Connect Team to accomplish this work:
    - The Invite team will envision and execute ideas for inviting newcomers to church.
    - The Welcome team will create a first-time visitor follow-up plan.
    - The Connect team will examine and adjust the church’s current attendance tracking approach.
- **Build a Volunteer Development System**
  - Written job descriptions for all ministry roles are being developed, along with a new Volunteer Accelerator tool.
  - A parish-specific Safe Church policy is on hold until national Safe Church practice updates are completed. For now, we have a one-page document with Safe Church basics.
  - A list of all those who need to renew their training is compiled, with the goal to complete training by March 30.
- **Re-establish Connections**
  - A team of 27 volunteers will be trained between February 19–21 to call all member households, let them know that Christ Church cares about them, and collect any pertinent information (pastoral care needs, updated contact information, etc.) to pass on to clergy and staff.
- **Create the Vision**
  - The Vision Summit takes place on February 15-16, and the Strategic Planning Team will share updates from that event. All parishioners unable to attend in person received an online option to contribute to the process.



## **Renovation Team March 2023 Monthly Recap**

### **Renovation Team Members:**

Cindi Cozza, Libbie Fiechter, Martha Holler, Sherry Lawton-Fasic, John Newlin, Mike Socha, and Alexia Wolf

Work continues on the “Now” list from the November assessment report. Ongoing focus areas include:

- **Welcome and Enfold People into Church Life**
  - The Welcome Team continues work on a first-time visitor follow-up plan, currently focusing on how ShelbyNext (the church’s database system) might be used more effectively or if a different tool is needed.
  - The Connect Team continues to study best practices for tracking attendance.
  
- **Build a Volunteer Development System**
  - The creation of 93 job descriptions is complete and edits are underway.
  - The current leadership directory is complete and will be updated annually by ministry leaders.
  - A temporary Safe Church handout has been created for all volunteers working with children, youth, or vulnerable adults until the diocese releases its updated Safe Church policy.
  - Twenty volunteers will complete Safe Church training this month.
  - Ministry leaders are identifying energizing training and development opportunities for volunteers.
  
- **Re-establish Connections**
  - Parishioners continue to receive phone calls from 27 volunteers letting them know that Christ Church cares about them. The response so far is positive.
  
- **Create the Vision**
  - Thank you to all who participated in February’s Vision Summit!
  - The final mission statement, values, and goals will debut in May during the annual meeting.



## **Renovation Team April 2023 Monthly Recap**

### **Renovation Team Members:**

Cindi Cozza, Libbie Fiechter, Martha Holler, Sherry Lawton-Fasic, John Newlin, Mike Socha, and Alexia Wolf

Work continues on the “Now” list from the November assessment report. Ongoing focus areas include:

- **Welcome and Enfold People into Church Life**
  - The Welcome Team continues to work on a first-time visitor follow-up plan.
  - The Connect Team continues to study best practices for tracking attendance. A test pilot program for a new tracking process will be implemented soon.
  - Team members are exploring the available functionality of ShelbyNext, the church’s existing database system.
  
- **Build a Volunteer Development System**
  - The creation of 93 job descriptions is complete and edits are underway.
  - The Volunteer Accelerator tool has been submitted for development, and testing is scheduled for this month.
  - Energizing training and development opportunities for volunteers are being explored.
  
- **Re-establish Connections**
  - Parishioners continue to receive phone calls from 27 volunteers letting them know that Christ Church cares about them. The response so far is overwhelmingly positive. Callers are tasked with completing all calls by the annual meeting in May. They are also capturing feedback from callers.
  
- **Create the Vision**
  - The final mission statement, values, and goals will debut in May during the annual meeting, pending vestry approval in April.



## **Renovation Team May 2023 Monthly Recap**

- **Welcome and Enfold People into Church Life**
  - Libbie Fiechter has been trained on ShelbyNext and is setting up workflows to go with the first-time visitor follow-up plan.
  - Pew cards and visitor forms are being evaluated and updated.
  - Cindi Cozza continues to work with the “Connect” team on the church’s attendance tracking approach. Cindi and Fr. Michael have identified a pilot test program for a new process with plans to implement over the summer.
  
- **Building a Volunteer Development System**
  - Mike Socha and Jane Rubini continue to champion the creation of the Volunteer Accelerator/Ministry Match tool, which will be beta tested at the annual meeting.
    - A leadership training plan is being developed to equip all ministry leaders with the means needed to utilize the Volunteer Accelerator/Ministry Match tool well in their ministry areas.
  - Alexia Wolf continues to work with ministry leaders to identify training and development opportunities for volunteers that leave them energized and equipped.
  
- **Re-establish Connections**
  - Over 270 personal phone calls (as of 5/8) have been made to parishioners with the sole purpose of reminding the CCCH family that they are cared about. Calls will continue to be made over the next few weeks to complete the calling campaign.
  
- **Create the Vision**
  - The vestry has approved the submitted vision documents (mission, values, goals), and these will be available to the congregation at the annual meeting.
  - In June, following the annual meeting, each Renovation Team member will become a “goal steward” of one or more goals, working with the appropriate teams of people to take the steps necessary to reach the one-year benchmarks.



## **Renovation Team June 2023 Monthly Recap**

### **Renovation Team Members:**

Cindi Cozza, Libbie Fiechter, Martha Holler, Sherry Lawton-Fasic, John Newlin, Mike Socha, and Alexia Wolf

The four areas below were identified in November 2022 as part of the “Now” list. All items have been addressed and most of the work has been accomplished.

- **Welcome and Enfold People into Church Life**
  - An online visitor form is being researched.
  - Attendance tracking process is being beta-tested.
  - Continued work is being done by the Invite, Welcome, Connect Team.
- **Build a Volunteer Development System**
  - The Ministry Match survey was launched on May 21. So far, 66 people have taken the survey. Thanks to Mike Socha, Jane Rubini, and Sherry Lawton-Fasic for their hard work on the creation of this tool!
  - Alexia Wolf continues to work with ministry leaders to identify training and development opportunities for volunteers that leave them energized and equipped.
- **Re-establish Connections**
  - A total of 364 calls have been made to date to let the households of CCCH know they are loved and valued.
- **Create the Vision**
  - The mission statement, values, and goals were presented to the parish at the annual meeting on May 21.
  - The Strategic Planning Team has now completed their work, and we celebrate the time, effort, and energy put forth over the past months.

### **What's Next?**

- The Renovation Team's work now shifts to:
  - Focus on the benchmarks for the goals identified during the vision process. The Renovation Team completed an exercise to determine which benchmarks to address first. They have also indicated which goals/benchmarks they would like to steward moving forward.
  - The “Next List” of items identified as recommendations from the assessment report will also begin to be worked on, using a similar prioritization exercise as used for the benchmark work. This is a nimble process that allows the church to pivot as needed as needs change.



## **Renovation Team July 2023 Monthly Recap**

### **Renovation Team Members:**

Cindi Cozza, Libbie Fiechter, Martha Holler, Sherry Lawton-Fasic, John Newlin, Mike Socha, and Alexia Wolf

The focus of the Renovation Team has shifted from the “Now” list identified in November 2022 to goal and benchmark work.

- **Marketing Strategy**
  - Alexia Wolf and Martha Holler are working to determine the scope of the plan, existing resources, and a proposed budget.
- **Welcome Path for Newcomers**
  - Libbie Fiechter continues to work with the Invite Welcome Connect Team to develop a first-time visitor process.
  - Attendance tracking continues to be beta-tested during the summer adult formation series and is being overseen by Cindi Cozza.
- **Volunteer Recruitment**
  - With the launch of the Ministry Match Discovery Tool, Mike Socha will now work on equipping ministry leaders with information on how to utilize the tool.
  - Alexia Wolf continues to work with ministry leaders to identify training and development opportunities for volunteers that leave them energized and equipped.
- **April Sunday Summit**
  - John Newlin will check in with clergy regarding the proposed new worship schedule that will begin in the fall and ensure that a clear communication plan is in place.
- **Pledging**
  - Cindi Cozza will meet with the leaders of the new members classes to determine what is included in the curriculum regarding pledging and what could be added or updated.



## **Renovation Team August 2023 Monthly Recap**

### **Renovation Team Members:**

Cindi Cozza, Libbie Fiechter, Martha Holler, Sherry Lawton-Fasic, John Newlin, Mike Socha, and Alexia Wolf

- **Attendance Tracking**
  - Work continues to refine the process for tracking attendance at parish events through our database, ShelbyNext.
- **Re-establish Connections**
  - Over 400 calls have been made to parish members to date with a goal to complete as many remaining calls as possible by the parish picnic in September.
  - There has been positive feedback and impact from making these connections!
- **Volunteer Training/Development**
  - Feedback from ministry leaders has been slow over the summer, but work continues on training and development opportunities for volunteers.
- **Ministry Match**
  - A total of 72 people have taken the survey so far, and a plan is in place to re-introduce the Ministry Match Discovery Tool during the parish picnic on September 10.
  - Staff and ministry leaders will be trained on how to utilize the tool.
- **Marketing Strategy**
  - An initial plan structure has been developed, and a budget is being determined.
- **Welcome Path for Newcomers**
  - A workflow is being created for managing newcomers and providing them with a clear welcome path to engage them in the life of Christ Church.
- **Pledging**
  - The concept of pledging is introduced to newcomers during the second session of the Newcomers: Belong gatherings.
  - A one-off class is being considered as a quarterly or annual offering.





## **Renovation Team September 2023 Monthly Recap**

### **Renovation Team Members:**

Cindi Cozza, Libbie Fiechter, Martha Holler, Sherry Lawton-Fasic, John Newlin, Mike Socha, and Alexia Wolf

- This month, the Renovation Team was introduced to a decision-making matrix that will help clarify the roles of the team, staff, and others for each task/goal of the strategic plan. This DACI matrix, common in the project management world, brings clarity in knowing who is driving the process, who is the approver, who is contributing, and who is staying informed along the way.
- There's slow and steady progress in many areas. For example, processes for refining a welcome path for newcomers and tracking attendance at parish events continue to be tested, utilizing our church management software, ShelbyNext.
- Several of the Year 1 Benchmarks are complete:
  - In Outreach and Service: We created and launched the Ministry Match Discovery Tool with clear job descriptions for every volunteer opportunity. This was launched at the annual meeting in May and reintroduced in worship prior to the parish picnic on September 10. To date, 132 parishioners have taken the survey!
  - In Worship: We incorporated key learnings from the April 2023 Sunday Summit to encourage greater participation in worship. On September 17, we began a new 9 AM service in the Church and now offer two 9 AM services each Sunday morning.
  - With New, Current, and Inactive Members: We contacted 407 households to reconnect and reengage them in our community through personal contact and prayer. Learnings and ideas have been brought back to the Renovation Team for evaluation of where new strategies can be deployed to address inactive parishioner reengagement.
- The Renovation Team is poised to work on tasks specific to the needs of our Children & Youth ministries as the staff role is being filled.



## Renovation Team October 2023 Monthly Recap

### Renovation Team Members:

Cindi Cozza, Libbie Fiechter, Martha Holler, Sherry Lawton-Fasic, John Newlin, Mike Socha, and Alexia Wolf

- A job description has been written for the new Children & Youth Ministry Team, which is being formed. Ruth Beresford and Mike Socha will be recruiting the team, utilizing Ministry Match to identify folks who might be a great fit. This group will focus on creating sustainable ministry practices and will provide load-lifting support to the future staff.
- Ministry Match is becoming part of the regular church rhythm. Over 135 people have taken the survey. Ministry leaders are beginning to utilize the information to recruit volunteers for their area's needs. The result will be more people connected with ministry opportunities that feed their skills, passions, and talents!
- A detailed workflow has been created for helping newcomers engage with CCCH. This workflow will be put into ShelbyNext, our church management software, for implementation.
- It's important to remember that progress is not always outward. It takes a lot of time and effort to put sustainable systems and processes in place. To the average parishioner, it may seem like not a lot is being done. Think of this like a set of dominoes:
  - This is where the power of small steps is crucial. A single falling domino has the kinetic energy to knock over something 1½ times its size. This may not seem like much at first, but the more dominoes you line up, the more potential energy you will create.
  - Let's do a little math to drive this point home. If domino #1 is two inches tall, domino #10 will be the size of Tom Brady. Domino #18 will be as tall as the Leaning Tower of Pisa, #23 the height of the Eiffel Tower, and #31 the size of Mount Everest.
  - Imagine that your goal is the Mount Everest domino. You can go up to that domino and push with all your might, but you will quickly give up. You might not even get that far and think to yourself that no one could move that domino.
  - Instead, you need to set your first two-inch domino in place and continue to do this day after day, building small successes/energy.