Overview: Master Calendar Integration

Status

Implementation status: Approved by Servants Council

Date: 2026-05-30

Principle

A single, authoritative master calendar — integrating ministry events, preaching plan, staff rhythms, and facility use — prevents conflicts, surfaces capacity issues early, and aligns the whole body around shared rhythm.

Mayflower's Current Practice

Mayflower currently manages a public calendar and a communications and operations calendar through Planning Center Online Events. On the first day of the second month of each quarter, officers and leaders of the church receive an integrated calendar of public and unpublished events, communication plans, and operations information for the upcoming quarter. Mayflower Church operates on a January 1st to December 31st calendar, and the quarters are:

- January through March (calendar will be sent on the first day of February)
- April through June (calendar will be sent on the first day of May)
- July through September (calendar will be sent on the first day of August)
- October through December (calendar will be sent on the first day of November)

The Preaching Calendar is available through Planning Center Online Services.

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