

**OUR LADY OF GUADALUPE CHURCH**  
**PARISH FINANCE COUNCIL MINUTES**

**August 17, 2021 – Parish Life Center**

**I. ROLL CALL**

Attendees: Monsignor Gentili, Dick Clark, Tom Rakszawski, Ed Zapisek, Greg McGovern, Ellen Roehm, Barbara Kieffer, Michele Savage, Raymond Kalouche, Peter Hawley, Phil Junker, Paul Crovo, Don Kraft, William Conway

Recording Secretary: Teresa Fischer

Excused: Deacon Brady Laura Campbell, Tim Conniff, Joel Zazyczny

**II. OPENING PRAYER**

Monsignor read today's gospel from Matthew 19, 23-30. Jesus said to his disciples: "Amen, I say to you, it will be hard for one who is rich to enter the Kingdom of heaven. Again I say to you, it is easier for a camel to pass through the eye of a needle than for one who is rich to enter the Kingdom of God."

In ancient times, there was often a smaller door called the "eye of the needle" that allowed people to enter when the larger gate was closed. The lord is not saying that the rich cannot enter heaven, but that those that are weighed-down by things in life such as, pride, anger, lust, lack of forgiveness and more need to "unpack" the burdens that prevent them from giving their all to the Lord. If you do God's work, you will be rewarded in the kingdom of heaven.

**III. APPROVAL OF MINUTES FROM PREVIOUS (May 18, 2021) FINANCE COUNCIL MEETINGS**

Dick Clark asked for a motion to approve the May 18, 2021 minutes. Peter Hawley motioned and Barbara Kieffer seconded the motion. The members of the committee unanimously approved the minutes. Teresa will post on website.

**IV PASTOR'S UPDATE**

**A. Mass Schedule**

Monsignor thanked everyone that participated in the recent Parish Mass Survey. Our new mass schedule will commence on September 12, 2021. The schedule is the 5 p.m. Saturday Vigil Mass and Sunday Masses at 9 and 11 a.m. This schedule can be adjusted in the future if our parish gets another priest or if the schedule is not meeting the needs of the parishioners. Monsignor is grateful for the relationship he has with Our Lady of Mount Carmel and the Shrine and that parishioners can attend Mass there if it better fits

their schedule and needs.

## V BUSINESS MANAGER UPDATE

### A. Collections Update

Tom introduced Don Kraft who recently joined the Parish Finance Council (PFC).

This week's collection was down at just \$24,700 (\$12K was egiving). Egiving is typically 45 to 50% of the weekly collection. The weekly collection average for the first seven weeks of FY 22 is \$29,211. Last year the weekly average was \$31,270. Occasionally, the first quarter has been slow. The weekly collection will be addressed during the Semi-Annual Parish Fiscal Report, which will be given the weekend of September 25 and 26. Members discussed the collection. The parish is participating in a major initiative with the AOP to bring people back to church. We will reassess the weekly collection on a quarterly basis.

### B. Fiscal Report for Year Ended June 30, 2021

The fiscal report was completed earlier this year and the Archdiocese of Philadelphia had no changes.

Attendees discussed the P&L statement and balance sheet. The parish had a net operating loss of \$2,130 attributed to some expenses in the fourth quarter including software replacement and repairs, HVAC repairs and because the weekly collection was lower than expected.

The principal paid against loans included a lump sum of \$881K against the smaller mortgage. By paying in advance, the parish is saving \$93K in interest over three years. Members of the PFC were asked to sign off on the financial statements.

### C. Budget for FY22

Budget for FY22 is \$1.9 million. Staff salaries are budgeted on their scheduled hours. The parish budgeted for one priest, one seminarian for three months, and stipends for priests to provide extra coverage at Masses. The cost of maintenance and supplies is increasing our maintenance expenses, although the current parish repairs and major projects will decrease some maintenance expenses.

Council members discussed the \$32K weekly collection goal and agreed to keep it at \$32K. We anticipate that the weekly collection will rebound after the summer.

A discussion ensued regarding our Hispanic Ministry and the three-year grant the parish received (one year is left on the grant). Will the ministry be self-funding by the end of next year? An analysis and report to the council will be

needed. Monsignor commented that Paola and her team have done a tremendous job of integrating the Hispanic Community with our parish. (UPDATE - Paola has accepted a position with the AOP Office of Evangelization and a search is underway for a new Director of Hispanic Ministry.)

D. Upcoming Major Expenditures

1. Lighting

The lighting project should begin in August/September 2021.

2. HVAC Insulation.

This project was completed in June and paid for in FY21.

3. Bell Tower

This project is expected to start in September/October 2021.

The parish had budgeted \$668K for these three projects as well as the lighting in the back parking lot. If we choose not to do the back parking lighting project at this time the parish could save \$150K. We may get a \$75K grant for the back parking lot lights. The parish will extend the church lighting project to include the chandeliers, which will be an additional \$200K or more.

(UPDATE – The current estimate to replace the chandeliers in the church is \$269K plus installation costs.)

VI PARISH COMMITTEES & PROGRAMS UPDATES

1. Legacy Campaign

Dick provided an update on the Legacy Campaign. Parish has received \$1.833 million in pledges. The parish has collected an additional \$65K since the last meeting. Additional Legacy Dinners have been scheduled for September and October. The campaign goal is to raise \$2.5 million by May of 2024. We anticipate paying the balloon payment before 2024.

2. Memorials Update

The parish continues to receive memorial contributions for various works of art throughout the campus. Memorial items are handled outside of the parish budget and are fully financed before being installed. These include projects in the church, chapel and courtyard.

3. Final Review of Fiscal Strategic Plan

The Parish Fiscal Strategic Plan has been completed. Both councils have approved the Parish Strategic Plan and we are in the phase of working towards full implementation.

4. Pastoral Council

The Evangelization Team is planning a morning workshop for all ministry and

parish leaders on September 11, 2021.

5. Evangelization Outreach Subcommittee - Deacon Brady and Monsignor Monsignor provided a report. In addition to the upcoming ministry leader meeting, the Evangelization committee is planning a direct mail campaign for new families that move into the area and participating in the AOP campaign *Nothing Compares to Being There*.

VII. QUESTIONS/CONCERNS/NEW BUSINESS

The council members discussed ways other parishes report their offertory collection. At this time, OLG will continue report in the bulletin each week as it has been.

OLG will be participating in the iGiveCatholic campaign, which is held on Giving Tuesday. Giving Tuesday is the day after Cyber Monday.

VIII. NEXT MEETING

Combined PFC/PPC Meeting, December 1, 2021

Parish Finance Council Meeting, November 16, 2021

IX. CLOSING PRAYER

Monsignor asked for the intercession of Our Blessed Mother to pray for our families as we continue to work our way through the pandemic. Council members prayed the Hail Mary.