

OUR LADY OF GUADALUPE CHURCH PARISH

FINANCE COUNCIL MINUTES

May 22, 2025 – Parish Rectory

I. ROLL CALL

Attendees: Monsignor Gentili, Dick Clark, Paul Crovo, Phil Junker, Ray Kalouche, Barbara Kieffer, Don Kraft, Anthony Mantellino, Jonathan Martin, Ellen Roehm, Michele Savage, Ed Zapisek

Excused: Deacon Brady, Father Sperger, Laura Campbell, Tim Conniff, Will Conway, Pete Hawley, Juan Navia

Recording Secretary: Alicia Augustine

II. OPENING PRAYER

Msgr. Gentili shared the day's gospel reading from John 15:9-11. Jesus said to his disciples: "As the Father loves me, so I also love you. Remain in my love. If you keep my commandments, you will remain in my love, just as I have kept my Father's commandments and remain in his love. I have told you this so that my joy might be in you and your joy might be complete."

Msgr. Gentili reflected on the common theme of love throughout the Easter season, with a note about the more expansive Greek lexicon regarding the word "love". Msgr. Gentili encouraged the members of the Parish Finance Council to prioritize love for our parish and the broader Church over what we like or dislike about them. In this way, we can live out the spiritual gift of love to embrace the mission of our Church, local parish community, and Finance Council efforts. Others shared situations in which they consciously chose to view situations that they did not like through a "lens of love".

Msgr. Gentili asked everyone to gather our intentions and pray a Hail Mary for our own circumstances related to the gospel reflection.

III. APPROVAL OF MINUTES FROM PREVIOUS PFC MEETING

Dick Clark asked for a motion to approve the minutes. Ray Kalouche motioned, and Phil Junker seconded the motion. The members of the Council unanimously approved the minutes. Msgr. Gentili stressed the importance having a 'synodality mindset' as the Council members take the time to carefully review the minutes and actively participate in parish operations.

IV. PASTOR'S UPDATES

A. Mass Attendance and General Observations

Msgr. Gentili remarked that Q3 saw continued stable or slightly higher numbers in Mass attendance and weekly collections, as well as progress on planned initiatives and activities. He commended the on-going efforts of those engaged in ministries and committees to helping live out the OLG mission.

V. GENERAL MANAGER UPDATE

A. Collections Update

Sunday Collections were up 2.5% in Q3 2025 as compared with Q3 2024 and up 3.71% when comparing year to date 2025 to year to date 2024.

B. Financial Report for Q3 March 31, 2025 FY2024-2025 (Anthony Mantellino)

Anthony Mantellino walked through the overall financial health of OLG, with the following notable points about overall income. Rental income from use of the Parish Life Center increased 179% compared with year-to-date 2024. Msgr. Gentili expressed gratitude for the initial support of the construction of this facility and is encouraged to see that the investment is beginning to yield fruit. He remains confident in the implementation of a fee-based usage for non-parish activities and hopes this continues to maintain fair practice and usage. In contrast, the balance sheet reflected a decreased year-to-date income from religious education programs as compared with 2024. Anthony clarified that while enrollment is down slightly, this decrease is likely an artifact of opening registration in April of 2025 as compared with January 2024. He is confident that these figures will even out next quarter.

Anthony noted that certain operating expenses were higher than last year, including: “professional fees/contracted services” and “additions-church/rectory”. The latter is an artifact due to Archdiocesan required recategorization of projects into the additions umbrella. Msgr. also reflected that many of the projects in this category are also catching up and taking care of things now that we have Anthony on board to help guide financial administration projects.

Anthony noted that certain operating expenses were lower than last year, including “maintenance of church property” and “equipment, heat, light, water, and sewer” for church and rectory. OLG had also not yet received school subsidy payments.

An increase in Archdiocesan Assessments as compared to 2024 prompted the Council to review the nature and calculation of this value. The Council was ultimately satisfied with the discussion and took note of potential Archdiocesan to how parishes handle investments. Msgr. Gentili emphasized that OLG will continue to follow the guidance and instructions presented by the Archdiocese.

C. 2025-2026 Budget

Anthony Mantellino then proceeded to lead a discussion of the budget, with two notable highlights. The first was initiated by Jonathan Martin, who suggested establishing more direct links between the statement of operating income/expenses and the budget document utilized from the Archdiocese. Dick Clark agreed with this statement and requested that Jonathan attend the fiscal subcommittee meeting to advise on this task. Further, Anthony Mantellino will update a few values in the budget and the committee will review the updated document.

The second notable discussion surrounded the projected increase in operating income for 2026. Dick Clark described the projected 5.3% increase in Sunday Collections in 2026 as a conservative position given past growth and serves as a good base for growth during the next 5-year Strategic Plan (2026-2031). Additionally, Dick stressed that the maintenance of a four- to six-month reserve is of great importance in the context of a fixed budget. Msgr. Gentili agreed but also encouraged the Council to continue to reach for goals, leaning on Parish Giving, makeup collections, transparency, soft asks, and evangelization. He reflected on the growth in Sunday Collections that began around \$12,000/week, but have now grown to (an anticipated) \$35,000/week for 2025.

Following a brief discussion of the Vanguard Account Balance/Cash Position, the Council decided to table discussion of New Contracts and Major Projects until the Council receives the updated budget.

VI. PARISH COMMITTEES AND PROGRAMS UPDATE

A. Fiscal Responsibility Subcommittee

1. Planned Giving and Update

Paul Crovo provided an update on Planned Giving. Since the last meeting, several members have met with the Catholic Foundation, identified a subset of thirty parishioners, and sent them letters of interest in Planned Giving. Of those thirty, one parishioner has documented commitment to participating, five verbally committed and/or are in active conversations with the Catholic Foundation, and six expressed interest in participating but have not taken further action. Twelve

stated that they were not interested in participating in Planned Giving. Members of the Catholic Foundation were also on-hand after weekend Masses to provide information and answer questions. Paul related that the Catholic Foundation encouraged us in this early phase of “planting seeds” and that things have gone well thus far.

2. Financial Strategic Initiative

Dick Clark provided an update on recent activity to update the “10 Commandments” of fiscal responsibility in collaboration with the members of the Parish Finance Council. Additionally, the Council sub-committee is developing a 5-year forecast to assist with the development of the new Strategic Plan. Michele Savage shared that the group met and are developing a template to share with the Finance Council ahead of the June 18th Joint Council meeting. This will consist of two documents, the first comprises the stated goals & objectives for 2021-2026 and what was achieved; the second comprises the goals & objectives for 2026-2031. The group is meeting on June 6th with Msgr. Gentili to review the Evangelization/Infrastructure/Finance initiatives for 2026-2031, to make sure they are aligned to strengthen and further pursue our parish mission statement during this planning period.

Msgr. Gentili shared that as a Parish Finance Council, it is important to take ownership of the financial components and tasks laid out in the Strategic Plan. He is grateful for everyone’s support executing the existing goals and laying out a sustainable roadmap for the future.

3. Semi-Annual Finance Talk Dates September 27th and 28th 2025 (Michele Savage)

Michele Savage shared that semi-annual financial updates will be revised ahead of the August meeting Finance Council meeting. The Finance Council will review and nominate three members to present the information at the Masses during the weekend of September 27th and 28th.

B. Parish Pastoral Council Strategic Initiative Update (Don Kraft)

Don Kraft shared that we are doing well at accomplishing tasks established by past strategic planning initiatives and that through these efforts, we are maintaining our current place. In preparation for new strategic initiatives, however, we need to invest in different things and/or initiatives that allow us to adjust to environmental pressures (eg: inflation, priest shortage). It is important to be happy with what we’ve accomplished, but to continue to view our goals through a lens of “is this enough to grow our parish?”.

C. Evangelization Outreach Subcommittee (DMI, Adult Faith Formation, Fourth Way) (Don Kraft/Deacon Brady)

Don Kraft shared that it was a very busy spring calendar for evangelization activities, which brought increased opportunities for spiritual growth and relationships between people and with God. All of the ministries were very active. The Christ Life program successfully guided thirty people through all three 7-week programs, yielded thirty new individuals trained in missionary discipleship. Msgr. Gentili was happy to note that this sets a strong foundation to build upon and thanked the Parish Finance Council for supporting this program.

Don Kraft also attended the Fourth Way presentation held at OLG on April 24, 2025 and described how the average parishioner seemed to misunderstand how the initiative would affect our parish. Feelings included fear that the parish was closing down and resistance to altering how we do things as a parish. Don conveyed that we need messaging that describes how the AOP is trying to confront the reality of priest and parishioner shortages by building alliances and sharing resources. Msgr. Gentili added that as leaders we should see this as an exciting time for growth, innovation, and access.

VII. QUESTIONS/CONCERNS/NEW BUSINESS

Msgr. Gentili reminded the Council that all efforts from July 2025 through the end of June 2026 should point to and celebrate the OLG 25th anniversary. There will be a Jubilee Gala in November, attended by Father Joseph Quindlen.

Dick Clark reiterated that Anthony will update the budget and distribute to the Finance Council.

VIII. NEXT MEETING

Combined Meeting of the Parish Councils: Wednesday June 18, 2025 at 7:00pm

Parish Finance Council: Wednesday August 20, 2025 at 7:00pm

IX. CLOSING PRAYER

Msgr. Gentili gathered everyone's prayers and intentions as we await Pentecost. The group paused for silent reflection on how God's delay can open our hearts to receive His grace and the manner in which our prayers are answered. The group prayed an Our Father.