

OUR LADY OF GUADALUPE CHURCH PARISH

FINANCE COUNCIL MINUTES

August 20, 2025 – Parish Rectory

I. ROLL CALL

Attendees: Monsignor Gentili, Deacon Brady, Laura Campbell, Richard Clark, Will Conway, Paul Crovo, Pete Hawley, Phil Junker, Barbara Kieffer, Don Kraft, Anthony Mantellino, Jonathan Martin, Juan Navia, Ellen Roehm, Michele Savage

Excused: Father Sperger, Tim Conniff, Ray Kalouche, Ed Zapisek

Recording Secretary: Alicia Augustine

II. OPENING PRAYER

Msgr. Gentili shared the day's gospel reading from Matthew 20:1-16 about the vineyard owner who pays everyone the value of a days' work instead of an hourly rate. Jesus compares God's love to the generosity of the vineyard owner, when he says "[The vineyard owner] said to one of them in reply, 'My friend, I am not cheating you. Did you not agree with me for the usual daily wage? Take what is yours and go. What if I wish to give this last one the same as you? Or am I not free to do as I wish with my own money? Are you envious because I am generous?' Thus, the last will be first, and the first will be last."

Msgr. Gentili reflected on how the gospel demonstrates the opposing views of human justice and divine justice; that God desires everyone to have a heart for Him and to share in the promises of heaven. Others reflected on the relationship between spiritual pride and justice, human nature and judgment of others, and what is lost in a life lived without having accepted God's love and truth until the end.

III. APPROVAL OF MINUTES FROM PREVIOUS PFC MEETING

Dick Clark asked for a motion to approve the minutes. Don Kraft motioned, and Ellen Roehm seconded the motion. The members of the Council unanimously approved the minutes without revisions.

IV. PASTOR'S UPDATES

A. Mass Attendance and General Observations

Msgr. Gentili reminded everyone that Don Kraft and others are continuing to draft the Strategic Plan. All of those asked to provide feedback should contact Don with their input by the deadline.

Msgr. also reflected on the Planned Giving effort and thanked Paul Crovo for his work with the Catholic Foundation. He also encouraged council members to participate in the program, personal circumstances permitting, and is grateful to the generosity and commitment of those already signed up.

Msgr. relayed that there are now close to 3,000 families registered at OLG, a number that is up significantly from ~1,650 when he became pastor 16 years ago. This is wonderful growth, but we can also measure a vibrant community by the increase in sacramental events. So far, 2025 has seen ~32 weddings, ~50 funerals, countless baptisms, and strong PREP registration. Msgr. Gentili is encouraged by these signs of growth and is hopeful that it reflects a solid foundation of faith-filled programming and administrative infrastructure.

V. GENERAL MANAGER UPDATE

A. Collections Update

Year-to-date Sunday Collections were slightly higher in 2025, as compared with 2024. Implementation of the Parish Giving e-giving program has helped to stabilize weekly income and has been largely successful, with 55% of weekly donations received via Parish Giving.

B. Financial Report for 4Q JUNE 30, 2025 FY2024-2025 (Anthony Mantellino)

Anthony Mantellino reviewed the end of year statement for fiscal year 2024-2025. In addition to the increase in Sunday Collections, increases were also seen for socials and donations and rental income from use of the Parish Life Center. Msgr. Gentili praised the work of Teresa Fischer in management of the facility, which was a PFC-backed investment. Msgr. reminded everyone that, at the recommendation of the Finance Council, the rental fee was set at a level to cover overhead and operating/repair costs, with any potential year-end profit to be invested with guidance from the Finance Council. Msgr. Gentili then encouraged the Finance Council members to recommend use of the space and remind potential renters that the relatively low fee is universal (with no discounts for clergy, staff, or parishioners). This policy ensures fair practice and continued management and care for the facility itself.

Operating Expenses for FY2025 ended up slightly higher than in 2024, due to cumulative small increases across several areas, including addition of clergy, increased property maintenance, and contracted services. Msgr. Gentili has been pleased with the adjustments made to contractors, including the addition of Realty Landscape and First Property. Anthony and Juan Navia will continue to do in-depth review of spending with a focus on evaluating use of resources and identifying areas to improve efficiency and reduce costs.

C. Cash Position, New Contracts, and Major Projects (Anthony Mantellino)

The upgrade to lighting and cameras in the back parking lot are on schedule, with forthcoming reimbursement of \$45,000 via the PA State grant that was awarded to OLG. Additionally, Anthony signed new vendor contracts with a new cleaning service and a new fire alarm service, both of which will reduce costs in these areas. The Finance Committee was satisfied with the cash position at the end of FY2025 and progress on current projects. They will begin to evaluate planned and future projects after assessing Q1 financial standings at the time of the next meeting.

VI. PARISH COMMITTEES AND PROGRAMS UPDATE

A. Fiscal Responsibility Subcommittee

1. Planned Giving and Update (Paul Crovo)

Paul Crovo provided an update on Planned Giving. Since the Joint Council Meeting in June, two more families formally enrolled in the program (amounts to be determined). This yields a total of five enrollments, four verbal commitments, seven general interest responses, twelve declines, and fifteen no-response. Paul anticipates that enrollment may pick up in the fall as parishioners return from summer break and the program is rolled out to the general parish population.

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

Michele Savage will reach out to Finance Council members to develop content for the semi-annual update and to request volunteer speakers. She also announced that in conjunction with the semi-annual updates, members of the Catholic Foundation will hold a town hall style meeting for parishioners to explore the new Planned Giving program. She encouraged Finance Council members to be in the narthex after Mass to support the speakers and in attendance for the town hall. Msgr. Gentili echoed that the support and presence of all Finance Council members assists with parish efforts to be transparent and open to feedback.

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

Don Kraft continues to develop the Strategic Plan document. The draft has been given to employees and ministry directors for feedback, which is due after Labor Day. There have been no major changes to themes or needs, so the document is still on schedule for finalizing in December. In support of this effort, Juan Navia is continuing his assessment of ministry needs and budgeting plans.

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

The results of OLG's third, and most recent, Disciple Maker Index (DMI) were recently delivered. Around 483 parishioners participated; 85% were older than 45 years of age. The results indicated that OLG has a vibrant core who like the parish and live their Catholic faith. Compared to past DMI results, more participants were likely to recommend religious education, and more participants had an increased understanding of missionary discipleship. However, the weakest response was related to confidence in talking about their faith. The Pastoral Council will continue to recommend and support efforts to grow the faith and confidence of OLG's parishioners. Christ Life will run again this fall, with Don and others planning to extend personal invitations and encourage participation.

In discussions about the Fourth Way, Don reiterated that the intent is to encourage sharing of resources rather than duplicating individual parish and parishioner effort. OLG has many such efforts in place already, including youth and young adult ministry programs, CYO, Hispanic Ministry programs, and clergy assistance/subbing across local parishes. Msgr. Gentili encouraged everyone to participate in the interview process that assists with the AOP Campaign Planning.

VII. QUESTIONS/CONCERNS/NEW BUSINESS

Paul Crovo described his newly initiated study to evaluate the summer drop in weekly collections and to identify ways to overcome this hurdle. He will present his report to the group at the next Finance Council meeting.

VIII. NEXT MEETING

Parish Finance Council: Wednesday November 19, 2025 at 7:00pm

IX. CLOSING PRAYER

Msgr. Gentili shared his gratitude for everyone's effort and participation in the Finance Council and associated subcommittees. All prayed a Hail Mary for personal intentions and lost loved ones.