

AUGUST 2018 PARISH PASTORAL COUNCIL MINUTES

Members Present: Father Frank, Lawton Blandford, Clare Charzewski, Michelle Curnow, Theresa Eze, John Fout, Keith McGuinness, Scott Phillips, Colleen Sutton, Scott Spanbauer.

Members Absent: Jerry Gardner, Matt Gibbons, Juan Saiz and Ellen Wentz.

1. Opening Prayer – Theresa Eze

2. Minutes – Colleen Sutton

Colleen read May 2018 minutes. Changes and/or corrections were made and the minutes were approved and accepted.

3. 2017/2018 Budget Update – Charlie Boyd

Operating Results

- a. Offertory has increased by approximately 11% during the last 2 years.
- b. Number of registered families has increased by 8.4% during that same time period.
- c. Expenses for the 2017/2018 Fiscal Year were at 97.5% of our annual budget.
- d. Our operating surplus for the 2017/2018 Fiscal Year was \$54,556.
- e. 2018 DSA Campaign has increased to greater than \$88,000. We are \$3,452 below that goal.
- f. The Priest Retirement Collection for 2017 was \$10,545 less than our goal of \$27,398.

Building a Home for All Financial Plan

- a. At the start of construction, the church has a \$2.64M in savings available.
- b. It is anticipated that another \$680,000 in savings will be received during the construction phase.
- c. The estimated cost to build our new church, including furnishings, is presently \$4.14M.
- d. The mortgage estimation is expected to be around \$820,000.

Q of A Capital Campaign Summary/Assumptions

- a. The goal is to start construction by 10/01/2018 and be completed by 01/01/2020.
- b. The FFHL distribution information for the 2nd Quarter is not yet reflected on our Statement of Financial Position. A distribution of \$62,423 was deposited in our account on 07/25/2018 and will be reflected on the 3rd Quarter Statement.
- c. Per a letter dated 04/25/2018 from the diocese, we have \$583,014 in total pledges not yet paid for Phase I and Phase II combined.
- d. Operating Savings have averaged \$63,573 per year over the past 6 years.
- e. Direct contributions to the Building Fund were \$356,758 during 2017/2018 Fiscal Year.
- f. BBQ and Golf Fundraiser are assumed to have similar results as in the past years, approximately \$20,000 profit.

2018/2019 Fiscal Year Budget

See attachment of the Queen of The Apostles Report to Parishioners

July 2018

Queen of the Apostles

Report to Parishioners

July 2018

JULY 2018

18-19 FY

PARISH STATEMENT OF ACTIVITIES & CASH FLOWS

| | Fiscal YTD Actual | Annual Budget |
|--|--|-------------------------------------|
| Operating Revenue | | |
| Offerory | 75,146.44 | 907,000.00 |
| Unrestricted Donations & Other Support | 406.63 | 18,000.00 |
| Religious Formation Fees | 720.00 | 20,700.00 |
| Other Fees and Misc Income | 176.37 | 8,600.00 |
| Total Operating Revenue | <u>76,449.44</u> | <u>954,300.00</u> |
| Operating Expenses | | |
| Ministry & Liturgy | 8,272.17 | 124,245.00 |
| Religious Formation | 5,618.27 | 59,450.00 |
| Charity/Outreach | 7,647.02 | 52,340.00 |
| School Subsidy | 653.00 | 36,000.00 |
| Facilities Expenses | 9,270.10 | 101,395.00 |
| Diocesan Assessments | 7,134.00 | 106,608.00 |
| General & Administrative Expenses | 30,824.52 | 472,831.00 |
| Total Operating Expenses | <u>69,419.08</u> | <u>952,869.00</u> |
| Net Operating Activity | <u>7,030.36</u> OPS SURPLUS | <u>1,431.00</u> |
| Capital Activity | | |
| Receipts | 11,763.33 | 443,000.00 |
| Expenditures | 2,250.00 | 0.00 |
| Net Capital Activity, excluding debt principal pmts | <u>9,513.33</u> CAP SURPLUS | <u>443,000.00</u> |
| Total Surplus (Deficit) Before Depreciation | <u>16,543.69</u> | <u>444,431.00</u> |
| Total Surplus (Deficit) After Depreciation | <u>16,543.69</u> TOTAL SURPLUS | <u>444,431.00</u> |
| Other Sources and Uses of Cash: | | |
| (Increase)Decrease - Equipment/Facilities | (63,120.00) | |
| Increase/Decrease - Current Assets and Liabilities | (383.86) | |
| Increase(Decrease) - Custodial Obligations & Unearned Income | 330.00 | |
| (Increase)Decrease - Savings/Reserve Balances | 0.00 | |
| Total increase(decrease) in Checking Accounts | <u>(46,630.17)</u> | |
| PARISH STATEMENT OF FINANCIAL POSITION | | |
| Assets | End of Period | Beginning of Fiscal Year |
| Checking Account Balances - Operating | 89,052.36 | 135,682.53 |

ARCHITECT FEES
& SOILS REPORT
(PAID IN JULY)

| | | |
|---|---------------------|---------------------|
| Savings Accounts - Operating Reserves | 1,903,626.91 | 1,903,626.91 |
| Savings Accounts - Restricted | 639,001.73 | 639,001.73 |
| Receivables and other Current Assets | 3,410.02 | 3,142.09 |
| Property, Plant and Equipment | 2,497,123.59 | 2,434,003.59 |
| Total Assets | <u>5,132,214.61</u> | <u>5,115,456.85</u> |
| Liabilities and Net Assets | | |
| Liabilities | | |
| Accounts Payable and Accrued Expenses | 2,122.18 | 2,488.11 |
| Custodial Obligations | 1,060.00 | 730.00 |
| Other Liabilities | 30,635.80 | 30,385.80 |
| Total Liabilities | <u>33,817.98</u> | <u>33,603.91</u> |
| Net Assets | <u>5,098,396.63</u> | <u>5,081,852.94</u> |
| Total Liabilities and Net Assets | <u>5,132,214.61</u> | <u>5,115,456.85</u> |

4. Pastoral Associate for Stewardship – Deacon Zeke

Deacon Zeke spoke with the group in reference to his new position. One of the items that he will be looking into is our **Tithing Ministries.**

Examples:

- a. Expand our church's partnership with current and future groups/organizations with in our parish community.
- b. Gather more information about our groups/organizations that we currently support.
- c. Ensure we know the immediate needs of the groups/organizations.
- d. Get various groups/organizations to share resource material among themselves.
- e. Present more volunteer opportunities to our church members.
- f. Currently, we have added two new Tithing Ministries to our program: 1. Step Up for Family Safety. Offering abuse intervention services and counseling for abusers. Our tithes helps those who have already demonstrated commitment and progress in the program when they have difficulty paying for it. 2. On Eagle's Wings Ministries. This ministry seeks to prevent children from falling victim to sex trafficking, offers assistance to those still trapped and restore those who have survived by offering hope, empowerment and a brighter future. Our tithe helps pay for housing, counseling and education of those recently rescued.

Stewardship Campaign in November

- a. Evaluate our weekly offering and challenge our church members to step-up their monetary giving towards the building fund.
- b. To remind everyone to honoring their current pledge commitment.
- c. Addressing our newest church members about making a pledge commitment.
- d. He will be looking into setting up a Debt Reduction Campaign that is required by the Diocese.
- e. Looking into new options on various ways church members can make weekly tithes, pledge payments, etc., examples: on-line credit/debit card payments, bank drafts and so on.

Haiti Mission Trip

Four church members were able to make the trip to Camp Perrin in Haiti with Linda and Jude Bernard, along with members of their family. They were Kimber Zappia, John Gallegos, Jeanmarie and Deacon Zeke. This year's trip was the celebration of the 10th anniversary of Project St. Anne. Deacon Zeke has placed his journal entries on the church website for all to read. You can find it under Ministries: Project St. Anne.

5. Building Committee update – Father Frank

- a. Bad news: the soil report was not good. Good news: We have a new church member that works in this field and will be assisting us going forward.
- b. There will be a change in the size of the footings.
- c. All documentation for the construction have been submitted to both the County and City for zoning permits.
- d. After approval from the County and City, the final documentation will be forwarded to the Diocese for approval.
- e. Hopefully, groundbreaking will be sometime in October 2018.
- f. The cost for the furniture for the sanctuary, including the front doors, will be around \$100,000. The cost for these items has been covered by a donation.
- g. Father Frank, would like to look into the consideration of using some solar panels. Scott Phillips' brother-in-law owns a company and he will reach out to him for feedback/information on this possibility. Father Frank gave us a Duke Energy handout on the solar rebate program.

6. Grizzlies Fundraiser results – Scott Phillips

- a. Sold 436 tickets.
- b. \$2,180 profit.
- c. About 150 people actually showed up for that particular game.
- d. Chrissy Glisson sang the National Anthem.
- e. Hopes are to make this an annual fundraising event for the church.

7. Golf/BBQ Fundraiser update – Clare Charzewski

- a. So far they have raised \$8,000 from various sponsors.
- b. Mark Colone has started selling BBQ tickets after all Masses.
- c. Goal is for both fundraisers to clear a profit of \$20,000 or more.

8. Summer Program Update – Father Frank

- a. Catholic Heart Work Camp (CHWC) was a huge success this year in Philadelphia. We had 30 teenagers and chaperones attend this year's event. They are looking at the possibility of next year's trip for CHWC to maybe travel to either Puerto Rico or an island off of the South Carolina coast.
- b. Vacation Bible School (VBS) had an increase in participants of 30 additional children and it too was a huge success.
- c. Summer Faith Formation had around 60 participants for grades K-6th and lasted for 2 weeks.

9. Father Franks Good News – Father Frank

- a. Sister Rosemarie will be holding a Latino Immigration Workshop in the near future. The workshop is designed to help immigrants with the various paperwork they may encounter. There will be lawyers helping with the workshop and it will last about 4 hours.
- b. Our Mom's Group has very energetic leaders and will now be meeting on a quarterly basis.
- c. After receiving some feedback on the naming for our Education Building, located on the lower property, Father Frank has decided that it shall be named St. Benedict Education Center.
- d. After the completion of our new church, the current church will serve as a daily chapel, with 4 meeting rooms. It will be named St. Katherine Drexel Hall.
- e. Trunk or Treat has been a huge event for the church over the last several years. This year the goal is to invite the Reed Park community to join us.

10. Closing prayer – Michelle Curnow