

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

**Minutes – November 6, 2019**

**I. ROLL CALL**

Attendees: Monsignor Gentili, Dick Clark, Ed Zapisek, Greg McGovern, Ellen Roehm, Barbara Keiffer, Michele Savage, Judy Wicklum, Greg McGovern, Joel Zazyczny, Peter Hawley

Recording Secretary: Teresa Fischer

Excused: Paul Crovo, Tim Conniff, Father Ianelli, Phil Junker, Deacon Brady, Laura Campbell, John Graham

**II. OPENING PRAYER**

Monsignor shared today's Gospel from Luke 14. He surmised that this Gospel has some shock value by using the word "hate". The message is to make Jesus your priority and everything else will fall into place. We need to avoid whatever prevents us from being a good Catholic (pride, anger, etc.) Members discussed the importance of taking the financial integrity of the parish seriously as well as their faith.

**III. APPROVAL OF MINUTES FROM PREVIOUS (August 20, 2019) FINANCE COUNCIL MEETING**

Dick Clark asked for a motion to approve the February minutes Greg McGovern motioned and Michele Savage seconded the motion. The members of the committee unanimously approved the minutes. Teresa will post on website.

**IV PASTOR'S UPDATES**

**A. Project Closeout**

The parish is on the cusp of closing out the building project with Buckingham Township. There are a few minor projects that will be completed by December 1. The township is holding the \$500K bond until the projects are completed and the property is continually maintained. Township supervisors are pleased with how this project has been handled.

**B. Security of Parish Campus and Perpetual Adoration**

Bob Weikel currently leads the security committee but leadership will soon be handed off to Joe Balaza, parish facilities manager.

The parish will invest in a few more security cameras in order to clearly see

the corners/signs of the parish campus. In addition, ushers lock the church doors shortly after Mass begins and monitor the doors to open for latecomers. This committee has worked very closely with the Buckingham Police and has researched many security options for the parish. They will continue to monitor future security needs.

During the recent 40 Hours, OLG had overnight adoration for the first time. The parish continues to work towards perpetual adoration although we are not ready to offer it at this time. The safety and security of our parishioners is paramount.

## V BUSINESS MANAGER UPDATE

### A. Update on search for new Business Manager

Parish staff and members of the Parish Finance Committee (PFC) are currently interviewing for a new Parish Business Manager. Current Business Manager Ed Zapisek is preparing to retire. Monsignor appreciates the assistance of the PFC members who are helping with the search.

### B. Profit and Loss fiscal comparison vs. prior year

#### **Income**

The Sunday Collection is averaging more than 7 percent above this time last year. The average is \$28,444/week vs. \$26,611/week in 2018. Social donations are down significantly as the recent comedy show had slow ticket sales.

The parish received \$4,643 in net rental income which is a new category. The Archdiocese of Philadelphia (AOP) assesses 12.25% of our net rentals. Ed is tracking rental expenses that the parish incurs to net against income.

#### **Expenses**

Our assessment is up by 9%, which is the full effect of the AOP formula change. The interest expense is a major reason why expenses are up because initially mortgages start out with mostly interest. This demonstrates the importance of OLG paying off the loan as soon as possible.

Salaries have increased as we have additional staff on the payroll and more staff time allocated to the PLC rentals. Rectory expenses and maintenance are up significantly, as budgeted repairs have started.

C. EGiving Promotional Giveaway

The PFC is holding a drawing for all Parish Giving participants who utilize egiving for their regular contributions. This includes current Parish Giving participants and new signups. A Phillies promotion for new signups was held in the spring with moderate response. Winners will be given a \$25 gift card. The December prize will be a reserved pew at the Christmas Mass of their choice.

VI PARISH COMMITTEES & PROGRAMS UPDATES

A. Fiscal Responsibility Subcommittee

The Legacy campaign is up and running with a goal of \$5 million. The plan is to: 1) Pay off the \$1.5 million bank loan; 2) Extinguish the \$1 million loan with the AOP (balloon); 3) Pay down the principal of the \$6.5 million bank loan. Dick commented that the goal is aggressive but he hopes to reach it. Participants are responding generously.

Dick thanked the PFC for their support and in particular, Michele Savage, who put together an outstanding campaign, and the assistance of Joel Zazyczny and Ray Kalouche.

B. Pastoral Council

No update at the meeting.

C. Evangelization Outreach Subcommittee

Monsignor provided an update for Deacon Brady. The committee is planning outreach for Advent and Christmas and has plans to host a Parish Mission in the spring.

VII. QUESTIONS/CONCERNS/NEW BUSINESS

No new business.

PFC members inquired about the next Fiscal Report to the parish. Committee agreed the next report could be as late as March 2020.

VIII. NEXT MEETING

The next Joint Meeting is Wednesday, December 18, 2019 at the PLC.

The next PFC meeting is Tuesday, February 18, 2020.

IX. CLOSING PRAYER

During the month of November and All Souls Day, the council members recalled the

souls of the faithful departed. They shared the name of someone they are remembering in heaven who had inspired them. Council members prayed an Our Father and a Hail Mary.