

Saint Mary's Parish

519 Longmeadow St.
Longmeadow, MA 01106

ANNUAL REPORT TO PARISHIONERS

Pastoral Staff:

Rev. Christopher J. Waitekus
Pastor

Retired Priest In Residence

Rev. Daniel J. Boyle

Dr. Donald Higby

Deacon

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Claire Falcone

Pastoral Minister

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Laurie Philbin

Director of Faith Formation

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Administrative Staff:

Sara Brewster

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Margaret Iancu

Financial Administrator

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Academy:

Joan MacDonald

Principal - jmacdonald

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Music:

Klaus Becker

Director of Music

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FISCAL YEAR

July 1, 2019-June 30, 2020

FINANCE COUNCIL MEMBERS

Eugene Cassidy

Jeremy Lord

Maryanne Spencer

Daniel Sullivan

William Toner

Mission Statement:

Guided by the light of faith in Jesus Christ, we at Saint Mary's Parish serve the Roman Catholic community, and welcome all people of goodwill. Together we celebrate and proclaim the love of Jesus Christ through Word, liturgy and sacrament, education and service. Thus we hope to nourish a vibrant faith community that empowers the faithful to fully respond to their call to Christian discipleship and service to their brothers and sisters, and the world.

Dear Parishioners of St. Mary's Parish Family,

I am writing to you at the end of our Church Year, as we continue to live through a worldwide pandemic. As your Pastor, I am obligated to share with you once a year detailed information about the health and financial stability of our church here in Longmeadow. Please take the time to carefully read this one-page letter.

*This Annual Report details the cost of financially running our large parish church and the buildings and various ministries on our campus. I thank our Parish Council and Finance Council for their guidance and the time they give the parish. Obviously, you are well aware that our church and all diocesan churches were completely closed from March to May of this year. While our finances were **greatly impacted** during the shutdown, I will never be able to thank you enough for continuing to support the parish with your donations which arrived electronically, through the mail, as well as by hand-delivery to the parish office. Your devotion and commitment to St. Mary's Parish got us through a historic chapter that sadly, is not over yet. I'm very aware that your personal finances have probably been affected by COVID-19 and so, I applaud you for continuing to support our parish at this critical time both financially and by giving your time so generously.*

As most of you know, we re-opened our church the weekend of May 23/24. We have been celebrating weekend and daily Mass since then, while following all diocesan, state, and town regulations to keep people safe. I feel we have done a remarkable job because of so many volunteers and the patience of our parishioners. Starting in March, we began recording Mass and uploading it to our website (www.stmarylong.org) and we continue to record daily and weekend Mass for those who choose to participate in the liturgy from home.

Despite the pandemic, some activities, and ministries, thankfully, continue. For instance, our Food for the Soul Ministry feeds 60 households each weekend and collects staple items every Saturday morning for the Longmeadow Food Pantry and they are so grateful for our donations. Our Faith Formation program opened with over 340 students learning both online and in person, taught by 31 wonderful catechists. Our parish school of St. Mary's Academy opened in August with a record number of 242 students learning in person, plus a waiting list! Our principal, Joan MacDonald, and our amazing faculty continue to do an outstanding job for our students each day. Along with our Academy opening, we joyfully celebrated in August the Priesthood Ordination of Fr. Stanislaus Achu, who is now serving the parish of Holy Name in Springfield. His Ordination, in the middle of a pandemic, was an uplifting gift to our parish community and we wish him well as he begins to live out the priesthood.

With all this said, I would like to make you aware that on the weekend of November 7/8, our parish will mark Stewardship Sunday. This is the weekend that many parishes encourage parishioners to recommit themselves to their parish through their gifts of Time, Talent and Treasure. Whether it be through your consistent financial gifts, as a reader in church, a faith formation teacher or a Food for the Soul volunteer, St. Mary's would love to have everyone to be involved in supporting our parish church any way they can.

My friends, it is because of your generosity that the activities and services written about in this report are made possible. It is my hope and fervent prayer to continue the energy and the welcoming spirit of our parish family in the months and years ahead as we continue to journey through unprecedented time.

Your Pastor and Friend,
Father C.J. Waitekus

Saint Mary's Parish

Statement of Operations

Fiscal Years Ending June 30, 2020 and 2019

| INCOME | 2020 | 2019 | <u>% change</u> |
|--|-------------------|--------------------|------------------------|
| Ordinary Collections | | | |
| Weekly Offering Collections | \$ 643,490 | \$ 717,461 | -10.31% |
| Christmas & Easter Collections | 37,575 | 32,458 | 15.77% |
| Other Parish Collections | <u>25,533</u> | <u>28,395</u> | -10.08% |
| Total Collections | \$ 706,598 | \$ 778,314 | -9.2% |
| Other Income | | | |
| Faith Formation Registration | \$ 24,190 | \$ 24,505 | -1.29% |
| Rental Fee | 33,785 | 45,104 | -25.1% |
| Gifts & Donations (Unrestricted) | 17,244 | 23,814 | -27.59% |
| Interest & Other Income | <u>32,695</u> | <u>31,602</u> | 3.46% |
| Total Other Income | \$ 107,914 | \$ 125,025 | -13.69% |
| TOTAL OPERATING AND OTHER INCOME | <u>\$ 814,512</u> | <u>\$ 903,339</u> | -9.83% |
| Operating Expenses | | | |
| Salaries, Benefits & Payroll Taxes | \$ 369,395 | \$ 385,947 | -4.29% |
| Liturgical & Pastoral | 31,390 | 45,535 | -31.06% |
| Building & Maintenance | 141,785 | 146,417 | -3.16% |
| Utilities | 50,313 | 50,732 | -0.83% |
| Diocesan Assessments | 53,548 | 64,397 | -16.85% |
| Operating Supplies & Services | <u>74,572</u> | <u>84,102</u> | -11.33% |
| Total Operating Expenses | \$ 721,003 | \$ 777,130 | -7.22% |
| NET OPERATING RESULTS | \$ 93,509 | \$ 126,209 | -25.91% |
| Extraordinary Activity | | | |
| Other Capital Expenditures (See Notes) | \$ (24,673) | \$ (35,134) | |
| Investment Activity gain/(loss) | \$ 26,947 | \$ 24,207 | |
| Payroll Protection Plan—U.S Treasury | <u>75,366</u> | <u>0</u> | |
| Total Extraordinary Activity | <u>\$ 77,640</u> | <u>\$ (10,927)</u> | |
| NET RESULTS INCLUDING EXTRAORDINARY & INVESTMENT ACTIVITY | <u>\$ 171,149</u> | <u>\$ 115,282</u> | |

Saint Mary's Academy

Statement of Operations

Fiscal Years Ending June 30, 2020 and 2019

| INCOME | 2020 | 2019 | % Change |
|---|---------------------|---------------------|----------------|
| Income from Operations | | | |
| Tuition | \$ 978,728 | \$ 904,713 | 8.18% |
| Extended Day | 52,004 | 68,954 | -24.58% |
| Fundraisers | <u>62,682</u> | <u>85,772</u> | <u>-26.92%</u> |
| Total Income from Operations | \$ 1,093,414 | \$ 1,059,239 | 3.23% |
| Other Income | | | |
| Interest Income | \$ 419 | \$ 175 | 139.43% |
| Miscellaneous | 30,235 | 16,030 | 88.62% |
| Bequests & Gifts | <u>5,705</u> | <u>2,950</u> | <u>93.39%</u> |
| Total Other Income | \$ 36,359 | \$ 19,155 | 89.82% |
| Total Revenue | <u>\$ 1,129,773</u> | <u>\$ 1,078,394</u> | <u>4.76%</u> |
| Operating Expenses | | | |
| Salaries, Benefits & Payroll Taxes | \$ 916,734 | \$ 933,500 | -1.8% |
| Books, Instructional Materials & Supplies | 48,670 | 42,964 | 13.28% |
| Building & Maintenance | 40,397 | 52,951 | -23.71% |
| Utilities | 38,987 | 51,261 | -23.94% |
| Operating Supplies & Services | <u>81,084</u> | <u>86,568</u> | <u>-6.34%</u> |
| Total Operating Expenses | <u>\$ 1,125,872</u> | <u>\$ 1,167,244</u> | <u>-3.54%</u> |
| NET OPERATING RESULTS | \$ 3,901 | \$ (88,850) | 104.39% |
| Extraordinary Activity | | | |
| Programs or Educational Equipment Purchases | \$ (15,741) | \$ (11,846) | |
| Grants | 21,478 | 30,482 | |
| Parish General Contribution | 25,958 | 28,716 | |
| Maintenance Allocation-receipt from Parish | 40,496 | 46,344 | |
| Payroll Protection Plan -U.S Treasury | <u>\$ 183,734</u> | <u>0</u> | |
| Total Extraordinary Activity | \$ 255,925 | \$ 93,696 | |
| Investment Activity gain/(loss) | \$ 2260 | \$ 1344 | |
| | <u>\$ 262,086</u> | <u>\$ 6,190</u> | |

Saint Mary's Parish
Summary of Funds
At June 30, 2020

| UNRESTRICTED: | 2020 | 2019 |
|---|---------------------|---------------------|
| Operating Cash Accounts | \$ 141,356 | \$ 192,668 |
| Savings at Chancery | 531,481 | 523,273 |
| Stock | <u>3,200</u> | <u>3,200</u> |
| Total Unrestricted Funds \$ | \$ 676,037 | \$ 719,141 |
| | | |
| RESTRICTED: | | |
| Foundation Endowment Fund | \$ 771,656 | \$ 755,342 |
| Msgr. Devine Scholarship Fund | 15,191 | 14,956 |
| Moran Family Endowment | <u>58,734</u> | <u>55,899</u> |
| Total Restricted Fund | \$ 845,581 | \$ 826,197 |
| | | |
| TOTAL PARISH RESTRICTED AND UNRESTRICTED FUNDS | \$ 1,521,618 | \$ 1,545,338 |

Notes to the Financial Statements

Saint Mary's Parish:

- Weekly parish collections for FY20 were down 10.31% from the prior year(14.25% from FY19). This is a disturbing trend. **We ask that you consider increasing your weekly contribution.** This will help maintain a financially strong parish and support our parish ministries. We continue to encourage everyone to participate in our **Electronic Giving** program as an easy way to automate your regular offering and provide much needed donation consistency to allow us to meet our weekly operating needs.
- In FY20 our average weekly collections were \$12,374.00 per week (\$13,798.00 in FY19) compared to our average weekly operating costs of \$13,865.00 (\$14,945.00 in FY19). As a parish we are reliant on consistent weekly collections to, at a minimum, cover operating costs so that other revenue sources can be used to plan for programs or staffing that support and enhance future parish initiatives.
- Other income is generated from rental income from the cell tower located in the bell tower, donations from the candles in the Mary Chapel, advertising income from the bulletin and other gifts and bequests made to the parish.
- Operating expenses for the Parish decreased 7.22% over FY19. We continue to monitor all operating expenses and work with our vendors for the best pricing packages to ensure we spend prudently and within our means.
- Building and Maintenance expenses include landscaping, snow plowing, property liability insurance, electrical and heating repairs as well as other minor general maintenance items such as painting, carpet cleaning etc.
- Operating expenses also include diocesan assessments paid to the Diocese of Springfield for diocesan wide programs and support (i.e. legal, building and construction oversight, management of benefits etc.) as well as a fee to support Catholic schools in the diocese. This assessment is based on recurring revenue generated by the parish. The assessment is two years in arrears in its calculations.
- The Extraordinary Activity section is incorporated to segregate non-recurring, and or non-operating revenue and costs from the ordinary operational account. This manner of presentation allows us to report the information in a comparative format.

Notes to the Financial Statements (continued)

Extraordinary Activity for the **Parish** includes the following non-operating items:

- Capital Improvements FY20 consisted of the rectory, church and Academy improvements. The replacement of the church sound system was a \$55,000.00 investment, funded completely by parishioner donations.
- Through a Diocesan initiative we applied and received Payroll Protection Plan funding of \$75,366.00 this is a onetime reimbursement of payroll and related expenses.
- Overall the Parish is spending within its means to cover daily operational needs. It is challenged to implement programs and ministries to expand our focus on energizing and expanding the role of youth in our community, promoting and supporting excellence in Catholic education through St. Mary's Academy and our Faith Formation program, as well as addressing the many needs of seniors and adults struggling as care givers for aging parents. We also have a comprehensive preventive maintenance program in place to ensure we avoid costly expenditures in the future. We will be focusing on increasing transparency in providing regular updates on immediate and long term needs of the Parish and will be pushing to close the gap between revenue generated from weekly collections and the actual operating costs of Parish so that new initiatives targeted to grow the spiritual and outreach needs of our Parish can become a reality.

Saint Mary's Academy:

- St. Mary's provides quality elementary education to students in grades Pre-Kindergarten through Grade 8 and is accredited by the New England Association of Schools and Colleges (NEASC).
- The Academy has 3 major revenue sources, tuition, the extended day program and fundraising. The extended day program and fundraising play a critical role in supporting the operating expenses while keeping the tuition at a level that is competitive with other Catholic schools in the area.
- Tuition revenue fluctuates year to year based on enrollment which can be impacted by families moving in and out of the area. A large eighth grade class graduating one year and smaller kindergarten class coming in the following year will impact tuition revenue.
- Cost for the Academy teachers and staff is 81% of operating expense. We are continuously challenged to provide a competitive salary and benefits package to our teachers and staff to maintain the high quality educational standards at the Academy.
- Through a Diocesan initiative we applied and received Payroll Protection Plan funding of 183,734.00 this is a onetime reimbursement of payroll and related expenses.
- We continue to monitor all operating expenses and work with our vendors for the best pricing packages to ensure we spend prudently and look to combine the purchasing power of the Academy with the Parish to get vendor discounts and better pricing proposals.
- Extraordinary Activity for the Academy is dependent on the level of fundraising that can be generated beyond what is needed to support operational expenses. This combined with grants allows for enhancements to curriculum, technology, and other program initiatives that will allow the Academy to differentiate our educational experience from other schools that we compete with.
- A formal three year marketing campaign has been implemented by the Academy to increase enrollment. This is a joint effort with the Parish. This campaign is needed to promote and market the school to increase enrollment in this competitive climate. The Academy still has room to grow. We encourage all parishioners with school age children to visit the Academy and consider being part of the St. Mary's Academy family.



In grateful appreciation, *St. Mary's Parish* acknowledges bequests received in FY20 from the following individuals and families. Through their generosity they have created a lasting legacy in support of the ministries and spiritual community of our Parish.

Theresa DiPippo Dr. John Grippo Dr. Paul McKenna Richard McCarthy
Marzo Family Jack Nicholson Wiatrowski-Vorisek Family

Thank you to all our parishioners who continue to contribute to the growth and success of Saint Mary's Parish!

**THANK YOU FOR YOUR SUPPORT OF OUR PARISH MINISTRIES
IF YOU WOULD LIKE TO VOLUNTEER OR BE A RECIPIENT OF ANY OF OUR
MINISTRIES CONTACT THE PARISH OFFICE.**

ADORATION
ADULT & CHILDREN'S CHOIRS
ADULT SUPPORT GROUP
ALTAR SOCIETY
BEREAVEMENT AND CONSOLATION
CATECHISTS & FAITH FORMATION
VOLUNTEERS
CENACLE - MYSTICAL ROSE
COLLECTION COUNTERS
CYO
FINANCE COUNCIL
FOOD FOR THE SOUL
GREETERS COMMITTEE
HOMEBOUND VISITING MINISTRY
KNIGHTS OF COLUMBUS
LECTORS
LENDING LIBRARY

LOAVES & FISHES, ST. JUDE'S SERVICE CLUB
MINISTERS OF COMMUNION
NURSING MINISTRY
PARISH COUNCIL
PRE CANA
PRIESTS' MEALS
PRAYER LINE
PRAYER SHAWL MINISTRY
SPIRITUAL LIFE
ST. JOSEPH SOCIETY
ST. MARY'S ACADEMY SCHOOL BOARD
ST. MARY'S ACADEMY PARENTS ASSOCIATION
ST. MARY'S WOMEN'S GUILD
SUMMER CAMP VOLUNTEERS
TOPICS OF FAITH COMMITTEE
USHERS
YOUTH MINISTRY

Saint Mary's Parish

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2019/20 Annual Report
To Parishioners

Return Service Requested



Saint Mary's Parish Vision Statement

Our parish community, Saint Mary's, will be a beacon, shining brightly, calling all those who enter her doors to a fullness of life through participation and fellowship. As a sacramental people, our Parishioners will discover, live, and celebrate the sacrament of friendship with God and one another. Saint Mary's will be a vibrant Roman Catholic Parish where we respect, practice, and value our faith tradition. Our parishioners will be authentic witnesses to our young people, awakening in them the desire to grow in a loving relationship with God. We will be driven to be a true 'school of life'; where we will not only believe in Jesus Christ and His mission, but carry it in our hearts and souls as we go about our daily lives. As an evangelizing people, we hope to build a new community consciousness that emulates the words of Saint Paul, "We are the body of Christ". We will recognize the potential use of our parish building resources; committing ourselves to continue to envision them as a base for initiating and implementing our mission, as well as a place where we create and develop opportunities for serving our faithful. As we look to the future, Saint Mary's Parish will emerge as a dynamic community where its parishioners will be enveloped by the grace of God as they come to the joyful realization that their relationship with Jesus Christ and each other is the most significant, vital, relevant and cherished part of their lives.

Picture: Saint Mary's Church Stained Glass Window