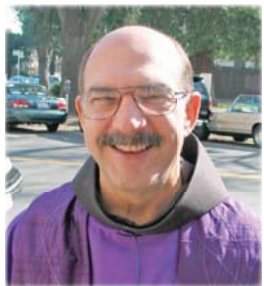


# ST. FRANCIS OF ASSISI PARISH ANNUAL FINANCIAL REPORT 2009-2010

## DEAR PARISHIONERS



Looking back on the past year, I want to offer gratitude to God for each one of you and the blessings God continues to pour out on each of you in your lives. Our annual report is a reflection of God's generosity and your generous hearts. Each item in this report is a concrete reflection of God's love made real in our world this year.

This year, we ended our Centennial celebration of our church building and began our next 100 years together. We remembered and together thanked God for all the people who have gone before us, and we blessed and opened our refurbished church doors to the next century. From our Centennial, we have begun some new traditions: our church docent tours, Memorial Mums in November, Mardi Gras Dinner/Dance fundraiser for our parish ministries, and an ongoing relationship with the Islamic community of the SALAAM Center, begun with our shared Centennial Ramadan Iftar dinner.

We turned from celebrating our church building to evaluating our school building, which includes the school gym, Brunsmann Hall and the Assisi Room. All our parish buildings are both a legacy and a responsibility. Our teachers, staff, and families have begun their school year at All Hallows, and this year, we begin a discernment process about how to care for these buildings today.

Our parish has always been more than buildings. This year has also enriched our parish family with many new members, with sacramental celebrations of baptism, 1st Eucharist, Confirmation, Marriage, and we've said goodbye to people and laid them to rest. Many of you have come forward and begun new ministries and found new ways to share your gifts and celebrate God's generosity to you.

When invited, you've stepped forward to participate, to volunteer, to donate financially, and your responses have helped us discern together what matters most to us today. Thank you for all you do for St. Francis and one another.

Peace and blessings,

Anthony M. Garibaldi, O.F.M.  
Pastor

## FINANCIAL OVERVIEW



This year, St. Francis had operating income of \$773,756, for the year and operating expenses of \$880,187. Fortunately, we received two substantial bequests totaling \$162,243, which helped us to end the year with a surplus of \$75,810.

We are projecting a deficit of \$39,000 in our operating budget for the coming year. Here are some of the reasons.

In 2010-11, interest from the Harrington Fund will be reduced by 1%, a reduction of \$17,720. This reduction has been mandated for all parishes by the diocese, where the funds are on deposit.

Our main source of income--regular contributions from our parishioners (offertory and direct deposit), is down 7.7% (\$47,186) from 2007/08.

Fr. Anthony and our parish staff have done what they can to cut expenses to the minimum necessary to sustain our parish programs/ staff. Staff salaries will be frozen for the second year in a row. However, fixed expenses continue to increase--liability insurance, utilities, supplies, to name several.

How are we safeguarding the future of our parish? We are:

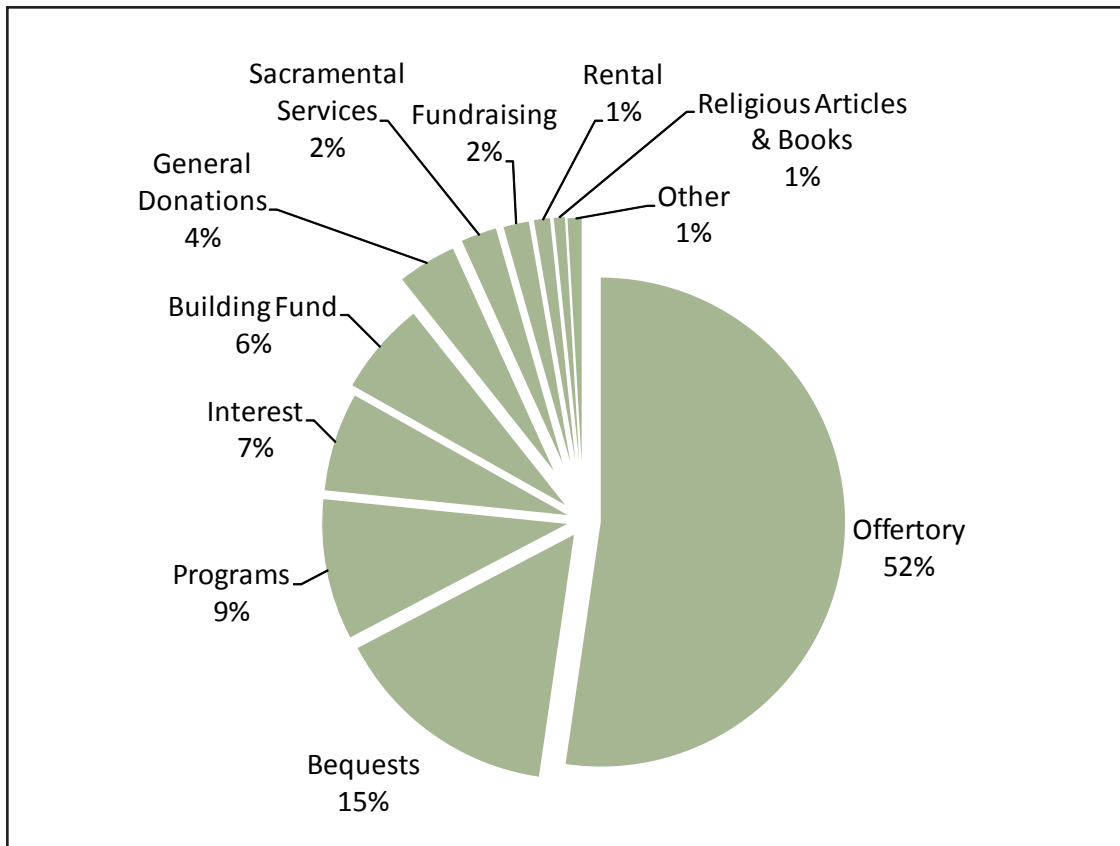
- Striving to keep our operating expenses in line with our operating income. i.e., not depending on one-time donations (e.g., bequests).
- Setting aside a contingency fund of three to six months' operating expenses, in line with best practices for non-profits.
- Setting aside a reserve in our Building Fund account to address potential emergencies. In the past several years, we have needed to replace boilers, wiring in the church and friary, repair the church bell, etc.

We have substantial assets, but they are designated for capital improvements (Building Fund) or limited to interest only (Harrington Fund, Poverello Fund, Endowment Trust Fund) or set aside as reserve/ emergency funds.

We on the Finance Council are confident that the continuing generosity of our parishioners and the careful management by Fr. Anthony and our parish staff of the money entrusted to them will ensure the future of St. Francis of Assisi Parish.

Rich Csaposs  
Chair, Finance Council

# RESOURCES 2009-2010



## Offertory

Weekend, Christmas, Easter and holy day collections and direct deposit donations (undesignated). This money can be used, no strings attached, for operating expenses

## Bequests

Every year, parishioners remember us in their estates

## Interest

From Harrington Fund, Building Fund, Endowment Trust Fund, and Operating Fund

## Program Income

Donations to our parish programs and ministries (e.g., to the Step Ministry, Assistance to the Needy, Church Flowers, registration for faith formation programs, donations for seasonal Little Books and At Home with the Word, 25% reimbursement from our Diocesan Annual Appeal donations)

## General Donations

Miscellaneous donations to the parish

## Fundraising

Net proceeds from our Mardi Gras Dinner/Dance fundraiser and Memorial Mums fundraiser

## Facility Donations (Rental)

For use of the church and Brunsmann Hall for concerts (Master Singers and Chanticleer), receptions, and other events

## Religious Articles and Books

Primarily donations for candles

## Sacramental Services

Donations for weddings, preparation for receiving sacraments (e.g., Infant Baptism preparation)

## Other:

Income from the last of our centennial events, bulletin and other rebates, etc.

## Building Fund donations

Donations used for capital improvements, equipment and repairs over \$2,000 (not used for operating expenses)

## DID YOU KNOW?

Our income comes mainly from your donations—from our generous parishioners and friends of St. Francis.

- We have over 2,000 registered parishioner households
- 1,100 donated regularly to St. Francis last year (others may have contributed anonymously)
- 550 contributed via envelopes (mailed bimonthly to parishioners)
- 75 gave using direct deposit
- 467 gave \$100 - \$1,000 to St. Francis last year
- 110 gave over \$1000 to St. Francis last year

St. Francis receives no direct financial support from our Diocese, although we do receive a portion of donations made by our parishioners to diocesan collections (e.g., Annual Appeal and Priests' Retirement). We support the larger Church through your donations to diocesan and to national collections (e.g., Retirement Fund for Religious, Church in Latin America). We also pay to the Diocese of Sacramento an 18% assessment on our offertory.

# EXPENSES: YOUR DONATIONS AT WORK

## WHAT DOES IT TAKE...

... TO CELEBRATE A WEEKEND LITURGY?

### PEOPLE

**P**resider • Liturgy Director • Music Director • Pastoral Associate • Support staff • Our 160+ wonderful volunteers who serve as Eucharistic Ministers, Lectors, Musicians, Acolytes, Sacristans, Eucharistic Bread Bakers, Ushers and Greeters, Sacred Movement Ministers, Linen Ministers, Church Cleaners, and Gardeners

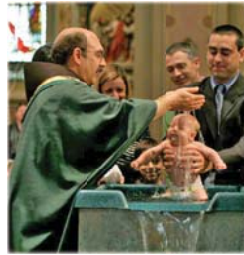


### EVERYTHING ELSE

**B**read and Wine for Eucharist • Altar Linens • Music (cost of new music and cost/use, piano tuning) • Flowers, candles, other art and environment supplies • Sound system (including hearing devices) • Utilities (Heat/air, lighting, recycling) • Worship aids for community • Prayers/ Scripts for presiders/lectors • Offering envelopes • Security • Other Supplies

## SHARING OUR FAITH

- 49 adults in RCIA: 7 professed their faith and received Confirmation and First Eucharist, and 3 completed the sacraments of initiation at Easter Vigil
- 19 children in CIC • 13 completed the sacraments of initiation at Easter Vigil
- 2 adults received the Sacrament of Confirmation.
- 29 couples celebrated the Sacrament of Marriage.
- 71 infants were baptized during weekend Masses.
- 48 children received First Eucharist.
- 29 children celebrated the Sacrament of Reconciliation.
- 144 children enrolled in Pre-K – Middle School classes
- 6 High School youth participated in our combined program with the Newman Center • 12 helped with our Little Lambs



**F**or a complete listing of our parish programs and ministries, check out our *Parish Guide* at [www.stfrancisparish.com](http://www.stfrancisparish.com).

## SHARING OUR RESOURCES

**S**t. Francis served 16 of our homeless brothers and sisters per night—150 per year. Cost per guest per night: only \$9! We were also able to purchase 16 new cots for them, thanks to your generosity.

We provided \$10,000 in tuition aid to St. Francis Elementary families.

St. Francis gave \$230 each to nine organizations whose missions are compatible with our own, including Bread for the World, JERICHO, and Habitat for Humanity. Our monthly collections for Francis House totalled \$16,540, and we continued to provide a monthly meal at Loaves & Fishes.



## SPECIAL EVENTS

### CENTENNIAL EVENTS

**C**hoir Concert • “Franciscan Presence” with Margie Will, OSF • Ramadan Muslim & Catholic Dinner • Closing Celebration Mass and Reception



### ADULT FAITH FORMATION

**A**nnual Scripture Dinner • Advent Garden • Carbon Fast for Lent • Earth Day Retreat • Spirituality of Aging Workshop • Summer Film Festival • Women’s Day Retreat • Good News for Our Days Gospel Reflection series • Reflections during Epiphany and Lent led by Br. Mark Schroeder, OFM

### OTHER

**A**lternative Christmas Faire • 3 Welcome Brunches • Singles Lunch • GLBT potlucks and work parties to refurbish parish center dining room and kitchen • *Scarred Lands* screening and discussion • Volunteer Appreciation Dinner • Lenten Community Meals

## CAPITAL IMPROVEMENTS

### CHURCH

- Repaired bell timer, sprinkler system, and gates to parking lot and breezeway
- Doors: installed locks and hardware • refinished front doors • repaired St. Clare Chapel door
- Lighting: Replaced breezeway lights; repaired and replaced stage lighting
- Electric: Repaired wiring in side outlets and thermostat
- Boilers: installed code-required manual safety shut off valves and switches • replaced ignition modules
- Cleaned radiators and replaced valves
- Replaced sidewalks around church and school
- Replaced sump pump in basement and gas line from main to friary
- Installed Knox box (emergency access for fire department)



### BRUNSMAN HALL

- Upgraded kitchen wiring
- Repaired air conditioning and roof

### PARISH CENTER

- Installed new gutter, faucets, water heater, and dining room flooring
- Repaired alley gate and fence
- Replaced and modified air vents

### FRIARY

- Completed rewiring and installed new sub panels
- Re-built hand rail
- Trimmed Friary and parking lot trees

# ST. FRANCIS OF ASSISI PARISH PROFIT & LOSS STATEMENT 2009-2010

## FUNDRAISERS



Our second annual Mardi Gras gala dinner /dance at the Dante Club featured a silent and live auction, the parish staff dance team, live music, a DJ, and a special surprise! 250 parishioners and guests enjoyed dancing, eating, bidding, and celebrating together.

Our second annual Memorial Mums fundraiser filled the church with chrysanthemums in November. Both events netted \$18,000 for our parish ministries.

## RESOURCES FOR OUR FUTURE

Harrington Fund	\$1,761,456
Poverello Fund	450,000
Building Fund	143,263
Endowment Trust Fund	40,018
Reserve Operating Funds	167,127

**Total Assets less Liabilities \$2,561,864**

### HARRINGTON FUND

A bequest designated for the poor. Interest from this fund supports our outreach to the homeless and others in need. This fund is on deposit with the Diocesan Parochial Fund. Parishes are required to deposit with the Parochial Fund amounts totaling over three months operating expenses. Next year interest payments on monies held in the Parochial Fund will be reduced from 4% to 3%. The Parochial Fund also provides loans to parishes for building projects. Next year, the interest rate will be reduced from 6% to 5%.

### POVERELLO FUND

Our final payment to the diocese for the assessed amount owed towards the "Preserving Our Past, Building Our Future" capital campaign. 50% of interest earnings will be paid back to the parish until the full amount is restored. At a conservative 7% long-term earnings assumption, this will take about 28 years. The other 50% of the earnings will be used by the diocese for social services.

### ENDOWMENT TRUST FUND

Only interest on the fund is available for parish use, and then only 5% of that interest.

### BUILDING FUND

For capital improvements, equipment and repairs over \$2,000.

### OPERATING RESERVE

A contingency fund of three to six months' operating expenses, in line with best practices for non-profits.

### ORDINARY INCOME/EXPENSE

#### INCOME

	2010/2011 Budget	2009/2010 Actual	2008/2009 Actual
Offertory Collections	568,410	564,799	581,779
Sacramental Services	30,965	25,520	24,175
Religious Articles & Books	8,145	7,951	7,665
Parish Programs	82,400	100,492	107,941
Fund Raising Activities - Net	16,000	18,211	0
Other Receipts	56,800	56,783	49,364
<b>Total Income</b>	<b>762,720</b>	<b>773,756</b>	<b>770,924</b>

#### EXPENSE

Salaries & Wages	306,822	294,412	301,649
Payroll Taxes	17,780	17,561	17,428
Employee Benefits	77,269	71,759	68,907
Automotive	2,800	2,859	3,125
Church	50,865	65,857	42,878
Friary	11,000	13,545	12,045
Hall	1,750	2,139	589
Parish Center Building	41,400	44,732	43,856
Parish Office	40,600	45,407	37,774
Religious Articles & Books	3,500	2,613	7,952
Property & Liability Insurance	50,000	46,805	44,031
Property Tax-Assessment	5,000	4,775	4,717
Parish Programs Expense	124,525	141,404	140,594
Appreciation & Recognition	2,450	2,716	2,905
School Subsidy	10,000	10,000	10,000
Other Expense	6,275	8,879	5,559
Diocesan Assessment	102,820	104,724	110,158
<b>Total Expense</b>	<b>854,856</b>	<b>880,187</b>	<b>854,166</b>
<b>Net Ordinary Income</b>	<b>-92,136</b>	<b>-106,431</b>	<b>-83,242</b>

### OTHER INCOME/EXPENSE

#### OTHER INCOME

Interest & Dividends	53,480	70,586	67,336
Centennial Celebration	0	7,932	66,068
Designated Donations/Bequests	40,000	230,408	168,040
<b>Total Other Income</b>	<b>93,480</b>	<b>308,926</b>	<b>301,445</b>

#### OTHER EXPENSE

Centennial Celebration	0	2,683	62,135
Capital Expenditures	40,000	124,001	68,985
<b>Total Other Expense</b>	<b>40,000</b>	<b>126,684</b>	<b>131,120</b>
<b>Net Other Income</b>	<b>53,480</b>	<b>182,242</b>	<b>170,325</b>
<b>Net Income</b>	<b>-38,656</b>	<b>75,810</b>	<b>87,083</b>

### PARISH FINANCE COUNCIL

Rich Csaposs, Chair

Carrie Detwiler • Beth Mullen • Paul Rieschick • Archie Smith