

OUR LADY OF GUADALUPE CHURCH PARISH

FINANCE COUNCIL MINUTES

November 19, 2025 – PLC St. John Paul Room

I. ROLL CALL

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

Excused: Father Sperger, Deacon Brady, Ray Kalouche, Ellen Roehm, Ed Zapisek

Recording Secretary: Alicia Augustine

II. OPENING PRAYER

Msgr. Gentili shared today's gospel (Luke 19:11-28), which asks us to make use of the time and talents given to each of us. "[Jesus] replied, 'I tell you, to everyone who has, more will be given, but from the one who has not, even what he has will be taken away.'" Msgr. Gentili encouraged the group by saying that we take risks and do the best with what we have, but that God worries about the impact of our choices. Further, that the taking risks for the Kingdom of God is the ultimate capital investment. Others commented that it would be unforgivable to do nothing. Msgr. Gentili led the group in praying a Hail Mary, especially for the souls of the faithful departed, whom we remember in a special way during November.

III. APPROVAL OF MINUTES FROM PREVIOUS PFC MEETING

Dick Clark asked for a motion to approve the minutes from the August 8th meeting. The members of the Council unanimously approved the minutes without revisions. Teresa Fisher will post the minutes to the website.

IV. PASTOR'S UPDATES

A. Mass Attendance and General Observations

Msgr. Gentili provided an overview of parishioner numbers, describing that while OLG attendance has recovered well from the pandemic, it is still behind the pre-pandemic attendance. Msgr. Gentili and others are working on avenues to re-engage those who have fallen away from the faith and those who might be new to faith (eg: developing Standard Operating Procedures for engaging families who come for sacraments). He was encouraged that weekend Mass attendance really reflects a great cross-section of the community, with both young and old individuals and families in the pews. Several other Council members commented on the broad demographics represented at Mass. Laura Campbell commented that young families really seem to feel welcome. Barbara Kieffer commented that while our growth is stagnant, our established parishioner base is much larger than that for surrounding faith communities like Trinity and Buckingham Friends. Tim Conniff also described that in general, GenZ and Millennial people are not interested in joining secular organizations either. Msgr. Gentili summarized that this perspective is welcome news, but hopefully OLG can develop efforts that continue to engage the current parishioner base, while also reaching out to those in need of a faith community.

V. GENERAL MANAGER UPDATE

A. Collections Update

Sunday and other collections are up 2-3% compared to Fiscal Year-to-Date 2024, but OLG received less revenue from socials and donations, rentals, religious education, and earned interest.

B. Financial Report for 4Q JUNE 30, 2025 FY2024-2025

Dick Clark led an overview discussion of the Financial Report. At the end of Q1, OLG is in deficit spending. Since the majority of OLG expenses are fixed, administration should carefully consider any discretionary spending, and bills should be paid out of the Vanguard account until a full-year forecast can be made. Dick stressed that this numbers situation is partially due to locking in a budget earlier than usual, in accordance with Archdiocesan requirements. Since Q1 was hit with a few one-time unfavorable expenses, Dick is hopeful Q2 will look more positive. The Council members discussed feasible avenues to remedy any possible deficit in Q2, including continued cuts to discretionary spending and adjustments within OLG administration. Michele reminded the Council of their previous vote, committed to mortgage reduction, which accounts for about 14% of the weekly collection. Dick also discussed carrying out a more granular evaluation of ministry spending. He asked Juan Navia to assess ministry spending and Anthony to evaluate bills that might be held back.

C. Cash Position, New Contracts, and Major Projects

Anthony Mantellino led the group through a detailed discussion of budget line items, including the one-time expenses incurred in Q1. He also detailed how to restore the Vanguard account during the next recovery period. Anthony addressed any comments and questions from the Council members.

While planned Major Projects are on hold, several active projects are already in progress or have been completed, including necessary maintenance at the rectory and lighting for the back parking lot at the church. Necessary repairs to the courtyard fountain pavers will take place in Spring 2026.

VI. PARISH COMMITTEES AND PROGRAMS UPDATE

A. Fiscal Responsibility Subcommittee

1. Planned Giving and Update

Paul Crovo relayed that he has been in touch with The Catholic Foundation to get updated numbers with regard to OLG's Planned Giving program. He hopes to hear back from them by the time of the Joint Council in December.

2. Semi-Annual Finance Talk Dates September 27th and 28th 2025

Michele Savage said that the semi-annual finance talks went well at all the masses. The next talks will be March 7th/8th, 2026. Around 289 people donated through e-Giving. Msgr. Gentili thanked those who spoke on behalf of the Finance Council and was encouraged by the effect of transparency on the parishioners.

B. Parish Pastoral Council Strategic Initiative Update

Don Kraft provided an update on the Strategic Plan. Don stressed that the draft is near complete and that the Council members will need to help convert the plan into action. He is hoping that each member will commit to executing one or two action items. Dick Clark cautioned that revisions may need to be made to the financial components of the plan based on the Q1 results. Dick and Don will coordinate this effort ahead of the Joint Council meeting in December.

C. Evangelization Outreach Subcommittee (DMI, Adult Faith Formation, Fourth Way)

Don Kraft provided an update on the results of OLG's third Disciple Maker Index survey. Around 85% of the respondents were 45yr or older, but overall responses to survey questions did not differ by age. OLG's Net Promoter Score was above average, and long-time parishioners are happy and engaged in the parish. OLG's PREP program received a good score.

Dick Clark provided an update on Archdiocesan planning as it moves forward with its 4th Way initiative. Some members of OLG have already been interviewed for their feedback on the planned initiative. Early feedback indicates that the associated financial campaign will target around \$300-500 million. Dick is hopeful that campaign contributions will be utilized in a ratio that, at minimum, assigns 70% to the Archdiocese and 30% to the home parish. Msgr. Gentili reiterated that in anticipation of the Archdiocesan initiative, the Council should continue to monitor ways in which OLG can maximally share its resources.

VII. QUESTIONS/CONCERNS/NEW BUSINESS

Paul Crovo presented an analysis of weekly collections. During the fall, OLG received around \$35,000 in weekly collections. This fell to \$32,000 during the summer months (Jun/Jul/Aug). About 18% of this effect was due to reduced collections at Mass, but 50% was due to reduced mail-in and dropbox collections. Michele Savage commented that this is the first summer in three years that OLG did not send a “summer slump” letter. Msgr. Gentili thanked Paul for his efforts and the insight they provide.

Dick Clark announced that Ed Zapisek has retired from the Finance Council. Dick expressed his gratitude for Ed’s many years of commitment to the Council.

VIII. NEXT MEETING

Joint Parish Council: Wednesday, December 3, 2025 at 7pm at PLC

Parish Finance Council: Wednesday February 18, 2026 at 7:00pm

IX. CLOSING PRAYER

Msgr. Gentili led the group in praying an Our Father for the souls of the faithful departed, especially members of the parish councils and the sick. He asked God to help the group keep a positive, grace-filled outlook and provide the wisdom to guide OLG’s progress.