

OUR LADY OF GUADALUPE CHURCH PARISH

FINANCE COUNCIL MINUTES

February 19, 2025 – Parish Rectory

I. ROLL CALL

Attendees: Monsignor Gentili, Dick Clark, Anthony Mantellino, Michele Savage, Don Kraft, Will Conway, Phil Junker, Ed Zapisek, Laura Campbell, Barbara Kieffer, Jonathan Martin, Paul Crovo, Juan Navia, Father Sperger

Excused: Pete Hawley, Ellen Roehm, Tim Conniff, Ray Kalouche, Deacon Brady

Recording Secretary: Alicia Augustine

II. OPENING PRAYER

Msgr. Gentili shared today's gospel reading from Mark 8:22-26 "When Jesus and his disciples arrived at Behsaida, people brought to him a blind man and begged Jesus to touch him... Then he laid hands on the man's eyes a second time and he clearly saw; his sight was restored and he could see everything distinctly... Then he sent him home and said 'Do not even go into the village'."

Msgr. reflected on how the gospel refers to physical and spiritual blindness and how important it is to have faith in what our Lord promises and an openness to His grace and mercy. In a way, faith and openness are what brought OLG from idea to reality during a difficult economic period. The Archdiocese and parish community felt construction of a new parish was the correct path and we are tasked with committing to maintaining this vision with the same level of faith and openness to what God can work in us when we trust Him. Msgr. remembered council member Bob Weikel, who passed away suddenly, and reflected on his unwavering support of the parish mission. Msgr. prayed for God's healing in the lives of those present and all prayed a Hail Mary.

III. APPROVAL OF MINUTES FROM PREVIOUS PFC MEETING

Michele Savage identified points to be corrected in the minutes from November 20, 2024. These will be addressed by Alicia and Anthony, redistributed to the PFC, and posted on the website. Dick Clark asked for a motion to approve the minutes, pending revisions. Phil Junker motioned, and Juan Navia seconded the motion. The members of the committee unanimously approved the minutes. Teresa Fischer will post on the website after Alicia and Anthony make the revisions.

Action item(s): Alicia Augustine and Anthony Mantellino will address Michele's feedback on the minutes, send out, and post on the website

IV. PASTOR'S UPDATES

A. Mass Attendance and General Observations

Mass attendance (including viewers via live stream) has increased to around 90% of pre-Covid numbers; collections are also up. Msgr. stressed the need to continue to leverage live streaming and continuing initiatives to honor the OLG 25th jubilee year.

B. Strategic Initiative Project Overall Presentation

Subcommittees continue to develop the new Strategic Plan for 2026-2031, consisting of three main focus areas: institutional review, evangelization, and fiscal responsibility. Juan has taken over the late Bob Weikel's place in this process. The new Archdiocese of Philadelphia initiative "Fourth Way" will be strongly considered in this process, and all committees and ministries are encouraged to seek ways to

share resources and efficiencies throughout the diocese. Msgr. stressed a “cooperate, don’t duplicate” mentality to identifying synergies across parishes.

V. GENERAL MANAGER UPDATE

A. Collections Update

Fiscal Year-to-Date 2025 Sunday collections are higher than for 2024. Collections for All Saints Day, All Souls Day, and Christmas all saw high participation rates.

B. Financial Report for Q2 December 31, 2024 FY2024-2025 (Anthony Mantellino)

Anthony Mantellino reviewed the Statement of Church Operating Income and Expenses. Operating Income increased 2.5% relative to year-to-date in 2025, but year-to-date carries a loss of \$43,332, which was paid for out of the 3-month reserve. Msgr. called attention to the increase in rental income from the social hall, and how Teresa Fischer has worked hard to make this strategic initiative successful. Anthony reviewed operating expenses, highlighting significant savings in certain areas. Several council members requested that large positive or negative shifts in expenses be traceable for responsible fiscal management and audit purposes. Religious Education Programs expenses were lower because the Central Bucks School District did not charge for use of the school building. The district is not allowed to charge for use of space when the renter is a non-profit and the participants pay school taxes. Additions-Church/Rectory expenses (for projects >\$10,000) were higher following the planned final payment for lighting upgrade, which has reduced utility expenses.

One member noted that Archdiocesan Assessments were higher than fiscal year-to-date 2023. Council members discussed this difference, speculated on reasons, and determined that the best course of action would be for Anthony to check for any back payment and call the Archdiocese for insight into the change.

Action item(s): Anthony will investigate the increased Archdiocesan Assessment (check for back payment and call Archdioceses)

C. Vanguard Account Balance/Cash Position

The final payment for lighting upgrade/installation project was made and OLG has approximately \$230,000 cash available. Don Kraft suggested that some of this available cash could be put back into the Reserve if desired. Dick Clark commented that the current 3-month reserve should be the minimum amount available.

D. New Contracts and Major Projects

1. Discussion of Projects List in Progress and Completed

Anthony reviewed the state of active, planned, and potential major projects (>\$5,000). Anthony and Michele Savage are working to complete the IT upgrade and will meet with staff to determine if resources are readily available to execute this project in the current fiscal year or roll it over to the next.

The PA state grant (spearheaded by Bob Weikel) was approved and will be used for lighting and cameras in the back parking lot, as well as necessary sprinkler system repair. Grants funds will only be made available if the work is completed before June 2026. Michele Savage relayed that contracts have been signed in order to lock in the lower rates negotiated by Bob Weikel. Dick Clark asked the council for a motion to approve use of these funds for these projects. Phil Junker motioned, and Barbara Kieffer seconded the motion, and the council approved these projects.

Planned and Future projects will continue to be explored. Msgr. is grateful for the tireless efforts of those who spearhead these projects and requests that all members continue to alert him to potential projects (and solutions). He reflected on the nature of the planned and future projects falling into two

categories: 1) projects that are necessary but not an emergency or 2) projects that are trying to rectify items that were 'value engineered' following construction of the church and parish life center.

2. PECO Tax Refund

The PECO tax refund is a tedious, ongoing process that involves providing evidence of all payments from 2011 to present. This should be a worthwhile endeavor. At the previous recommendation of the council, Anthony investigated other avenues for tax refunds, but did not find further potential sources.

VI. PARISH COMMITTEES AND PROGRAMS UPDATE

A. Fiscal Responsibility Subcommittee

1. Planned Giving and Update on Financial Strategic Initiative

The Finance Council approved dedicated efforts to launch a Planned Giving program at the November meeting. Dick Clark commented that going forward, further updates and requests for feedback on Planned Giving initiatives will be presented to the Finance Council via email. Msgr. Gentili encouraged exemplary behavior from members of the Finance Council with regard to Planned Giving and consider their own legacy and the legacy that all parishioners should be working towards. Paul Crovo outlined important points from discussions with Catholic Foundation of Greater Philadelphia (CFGP):

- a. Questions arose regarding if and/or how gifts are directed and allocated towards various efforts. It was determined that there is a need for a 2-3 policy statement on how funds will be directed, with flexibility for future needs, including potential addition of endowment funds.
- b. OLG currently has 3 families/individuals who have made the commitment to Planned Giving.
- c. The silent phase of Planned Giving rollout will begin with a statement in the 3/1-3/2 bulletin. This phase will also include assembly of a Top 10 list of donors (e.g. Legacy Campaign) to meet with CFGP's Garrett Owen for Q&A. Paul Crovo is also reaching out to committed families/individuals to solicit testimonies in support of the more formal rollout in May.
- d. Michele Savage and Jeannie Senour are doing a search for parishioners who have experience in estate planning or law. It is hoped that they would lend their experience and expertise to provide educational seminars and Q&A for interested parishioners. The team will also leverage the resources available through CFGP.

2. Semi-Annual Finance Talk Dates March 1st and March 2nd 2025 (Michele Savage)

The semi-annual financial updates have been finalized and will be presented by Finance Council members at masses on the weekend of March 1st and 2nd, 2025. These are generally well received. Additionally, Michele Savage has made inroads into making the QR code for Parish Giving more widely available on livestream and on posters in the narthex. She also announced that the QR code will be included in the envelope mailings, as suggested by Jonathan Martin at the November meeting.

3. Memorials Update (Monsignor)

There are no new updates since the last meeting. Msgr. will continue to work with interested parishioners to fulfill items on the list of liturgical artworks associated with completing the parish. This list of items has already been provided to the Finance Council subcommittee who will update it appropriately, in order to share with the larger committee in the future.

B. Parish Pastoral Council (Don Kraft)

As a result of the fall elections, the Pastoral Council turned over about 1/3 of its members. The new members are bringing a new energy and programs like Youth Ministry and Adult Faith Formation have seen growth. Don encouraged and tasked the Pastoral Council with presenting dynamic, tangible ideas to the Finance Council for consideration. Don also relayed that there are plans to reconcile ministry

efforts in order to reduce duplication of effort and support each other in planning and executing their projects.

C. Evangelization Outreach Subcommittee (DMI, Adult Faith Formation) (Don Kraft/Deacon Brady)

The Archdiocese of Philadelphia has begun to lay the groundwork for greater interconnectedness, including the release of a January 5th memo outlining “missionary discipleship.” Evangelization efforts will continue to focus efforts that support the Fourth Way initiative to align and share resources locally and broadly around the Archdiocese. More locally, the Disciple Maker Index will be sent out to parishioners in March. Participation tends to be from individuals who already attend Mass, but insight and trends should hopefully appear when comparing new data to those collected from the first survey. Msgr. reminded everyone that in addition to a Jubilee year for the Universal Church, it is also the 25th Jubilee year for our parish, and that this enthusiasm should infuse our efforts and activities this year.

VII. QUESTIONS/CONCERNS/NEW BUSINESS

No new business or concerns were discussed.

VIII. NEXT MEETING

Parish Finance Council: May 22, 2025 at 7:00pm

Combined Meeting of the Parish Councils: June 11, 2025 at 7:00pm

IX. CLOSING PRAYER

Monsignor thanked everyone for their efforts and participation and asked for prayers for the repose of Bob Weikel and for the health of council member Pete Hawley. Keeping these intentions and personal intentions in mind, all prayed a Hail Mary.