

**Annual Financial Report**  
**Fiscal Year 2020**  
**(JULY 1 2019 – JUNE 30 2020)**



**St. Andrew Parish**  
**45 Talbot Avenue**  
**North Billerica, MA 01862**  
**978-663-3624**  
**[billericacatholic.org](http://billericacatholic.org)**



***This report has been approved by:***

***Fr. Aveni***

***Finance Council Chair –Chad Laliberte***

***Electronically Signed***

We are pleased to present to you the Annual Financial Report for St. Andrew Church for Fiscal Year July 1, 2019 – June 30, 2020. As you know, numbers can only tell part of the story. Our strength as a faith community is best measured by the ways we express and experience the love of God and of our neighbor. We are very grateful for the good work done by our Pastoral Team, parish staff, and dedicated volunteers, as well as the guidance given by our Collaborative Pastoral Council and Collaborative Finance Council. We pray that with a generous sharing of time, talent, and treasure in the part of all our parishioners, we can continue to make progress growing the Catholic community in Billerica. During this fiscal year, St. Andrew Church celebrated its 150<sup>th</sup> Anniversary! Parishioners old and new celebrated throughout the year marking this great milestone.

## Fiscal Year 2020 Financial Highlights

This report offers the detailed financial report for Saint Andrew Parish – FY 2020 Actuals and FY 2019 variances – in accordance with the reporting standards of the Archdiocese of Boston. Parishioners who have detailed questions or comments are invited to speak directly with Christine Kilburn, our Parish’s Finance and Operations Manager.

From our detailed financial reports for FY2020, the following facts are especially important to note.

- Beginning in March of 2020, all were affected by the Covid-19 pandemic. This also affected parishioners in many ways as well as our parishes.
- As compared to FY 2019, our Parish’s weekly offertory income decreased by \$20,018.00.
- Rental Income is gratefully received from priests in residence.
- Under Maintenance Expenses, of note are the following ~
  - i. Several repairs to the church boiler. In the fall of 2020, the boiler will be replaced.
  - ii. The copper downspouts on the church were stolen, and all had to be replaced.
  - iii. Repairs were made to the outside lift.
- *St. Andrew received a total of \$ 21,300.00 from the government under the CARES Act in the Payroll Protection Program.* This is a forgivable loan once all criteria are met. We continue to work with the Archdiocese on applying for forgiveness. *This helped to reduce the 2020 deficit.*

### List of Finance Council Members

Chad Laliberte	Regina Brown
Jean Ryan	Patricia Holland
Sharon Crescio	Don Casey

### Recap Other Financial Information

*(As of June 30, 2020)*

Parish Operating Account	\$55,565.04
Parish Checking Account	\$567.23
Parish RCAB Savings Account	\$344.11
90 Days Now for your Parish	\$87.04
Outstanding Payables/Balances	\$22,187.26 (including owed to St. Theresa)

# Fiscal Year 2020 Financial Summary

Income	2020	2019	Change	Footnote
Offertory	215,799	236,817	(21,018)	a)
Religious Education	8,377	9,750	(1,373)	
Sacramental Offerings	7,749	12,781	(5,032)	
All Other Offering & Gifts	7,714	33,282	(25,568)	b)
Other Income	1,000	8,783	(7,783)	c)
Grand Annual	24,827	40,814	(15,987)	d)
Interest Income	80	87	(7)	
Christmas Fair	13,147	0	13,147	j)
<b>Total Operating Income</b>	<b>278,693</b>	<b>342,314</b>	<b>(63,621)</b>	

Expenses	2020	2019	Change	Footnote
Lay Salaries and Benefits	145,150	135,047	(10,103)	i)
Clergy Stipends & Benefits	46,974	48,494	1,520	
Office Expenses	8,335	5,545	(2,790)	e)
Religious Education Books	3,322	2,883	(439)	
Household	4,517	1,993	(2,524)	
Facilities/ Maintenance Costs	31,884	12,967	(18,917)	f)
Insurance Expense	14,125	13,590	(535)	
Utilities	30,699	31,379	680	
Pastoral and Liturgical	7,725	19,799	12,074	g)
Diocesan Assessments		0	0	
Transfer to/from Parish		21,999	21,999	h)
Central Monthly Billing-RCAB	30,196	28,075	(2,121)	
<b>Total Operating Expenses</b>	<b>322,927</b>	<b>321,771</b>	<b>1,156</b>	

**Net Operating Income (Loss)** **(44,234)** 20,543 **(64,777)**

(Fiscal Year is July 1 to June 30)

## FOOTNOTES

a) Despite Covid-19 we are very grateful for our parishioners who continue to contribute to the parish. We experienced increases in operating costs, in part, due to restrictions of Covid-19 and ways to bring the Mass to our parishioners.

b) In 2019, this included \$18,300.00 in receipts for the 150th Anniversary celebration.

d) The yearly Grand Annual Campaign for FY2020 was not as successful as in previous years. Factors contributing to this result include the pandemic (and associated safety measures implemented by RCAB) and the reduced availability of Masses (lack of Masses). Online Giving has been promoted and a locked mailbox was installed outside the Parish Office for parishioners to leave their donations. We are grateful and blessed for the contributions made by our parishioners.

e) This line includes expenses such as IT, Office Supplies, Payroll Processing Fees, Postage, and Data Processing Fees. Audio visual expenses have increased since the onset of Covid-19, as well as the expense for PPE items.

f) Included in this line item is the cost for snow removal (\$9,000), replacement of stolen copper downspouts on the church (\$4,271.00), and numerous repairs to church boiler.

g) In 2019, this included expenses related to the 150th Anniversary celebration.

h) In 2019, this line item was accounted under Shared Expenses. In 2020, these expenses were allocated to the appropriate line item.

i) Lay salaries and benefits fluctuated in the 2019-2020 fiscal year. Staffing changes took place throughout the collaborative, which included retirements as well as welcoming new additions to our team. This included shared costs that were allocated to each parish. We also were grateful to have part-time employees to assist our Facilities Coordinator over several months.

j) When transitioning to the new Accounting Software in May 2019, the revenue generated by the 2019 Christmas Fair was allocated to an incorrect line item. Despite this error, the revenue received from the 2019 Christmas Fair was recognized as income under a separate line item, though the specific amount is indeterminable for the purposes of the Annual Financial Report.