



# St. Francis of Assisi Parish

## Annual Report - Fiscal Year Ended June 30, 2020

### INTRODUCTION

This fiscal year was an eventful one for our parishes. We conducted a successful Capital Campaign which will fund the needed improvements to our buildings. We also petitioned and were granted by Cardinal Sean O'Malley a merger of our two parishes into one parish: Mary, Queen of Peace. And, in the Spring of 2020, we faced the COVID-19 pandemic, which affected every aspect of our parish life: delivered a temporary closure of our Churches and a suspension of Masses, the Religious Education Program and Sacramental services from March 16<sup>th</sup> until May 24<sup>th</sup>. Many restrictions remain in place which impact many of our ministries. However, Masses have resumed, as well as many of the sacramental activities such as funerals, weddings, First Communions, Confirmations, Confessions, etc.

### INCOME

#### *Operating Income:*

- The prospective tenant for the Convent withdrew their lease proposal as they encountered issues with the City of Medford's permitting process. Therefore, no lease revenue was received this year.
- Offertory decreased by \$18,454 or 8% over last year as a result of the suspension of Masses and the 50% reduction in Mass attendance related to the pandemic. The 90 Days Now offertory campaign, which started during the pandemic, raised \$1,473. We also saw an increase in the number of on-line giving accounts.
- Sacramental revenue decreased by 14% as we experienced a decrease in the number of funerals and weddings celebrated in the parish as a result of the pandemic.
- We received a one-time gift of \$20,000.
- Fundraising revenue increased by 15% as a result of the Christmas Fair.
- Athletic revenue decreased by 25% as the program had to stop due to pandemic.

#### *Non-Operating Income:*

- Capital Campaign donations received as part of the 5 year Inspiring Hope Campaign launched in the Spring of 2019 raised 98% of its goal. The campaign supports the cost of several projects in the Parish Center and Church, as well as a savings reserve to be used for parish operations.

### EXPENSES

- Salaries, wages and employee benefits decreased by \$29,742 or 12% from last year due to workforce reductions and temporary furlough instituted at the start of pandemic.
- Rectory Household expenses increased by \$3,720 as we had an additional priest in residence. The Archdiocese of Boston pays the parish a monthly room and board allowance to help subsidize the resident priest's living expenses.
- Overall, expenses decreased by \$55,619, or 11%, from last year as a direct result of the pandemic. As services were suspended or diminished, our buildings were not fully open and used, religious education and office operations were limited and ministry activities were suspended.

### ASSETS AND LIABILITIES

- The Parish received a Payroll Protection Program loan through the Small Business Administration's Pandemic Assistance Program. This loan provided the parish with necessary cash flow to maintain operations during the temporary closure and consequent offertory reduction.
- In addition, the Archdiocese of Boston extended an Emergency Loan to help parishes cover their employee benefits and property insurance costs.
- Increased savings resulting from Capital Campaign donations received to support the Inspiring Hope Campaign.

### MERGER

- Building Committee conducted a facilities assessment to help us streamline operations by using a smaller footprint which will also give us cost savings in utilities and maintenance expenses.



## St. Francis of Assisi Parish

### Income Statement

	FY20 ACTUALS		FY19 ACTUALS		FY20 BUDGET
	Jul '19 - Jun 20	Jul '18 - Jun 19	\$ Change	% Change	
<b>Operating Income</b>					
Offertory	\$ 219,169	\$ 237,623	\$ (18,454)	-8%	\$ 240,000
Grand Annual	28,555	34,745	(6,190)	-18%	40,000
Sacramental, Candle & Flower Offerings	34,339	40,147	(5,808)	-14%	45,000
Religious Education Income	19,660	23,387	(3,727)	-16%	24,000
Gifts and Bequests	20,000	0	20,000	100%	0
Donations and Other Income	28,604	24,650	3,954	16%	21,600
Fundraising Activities	12,794	11,147	1,647	15%	18,000
Athletics Income	25,607	33,917	(8,310)	-25%	30,000
Total Operating Income	<u>388,727</u>	<u>405,616</u>	<u>(16,889)</u>	<u>-4%</u>	<u>418,600</u>
<b>Operating Expense</b>					
Salaries, Wages, Taxes and Employee Benefits	223,869	253,611	(29,742)	-12%	196,347
Parish and Office operating expenses	28,664	38,969	(10,305)	-26%	27,550
Rectory household expenses	10,633	6,913	3,720	54%	14,000
Utilities	61,822	64,564	(2,742)	-4%	69,000
Property and Liability Insurance	44,267	43,235	1,032	2%	41,000
Building maintenance expenses	28,360	44,592	(16,232)	-36%	37,000
Pastoral and Liturgical expenses	10,566	13,104	(2,538)	-19%	10,000
Youth/Athletics expenses	876	8,898	(8,022)	-90%	10,000
Central Monthly Tithe (IFRM)	29,764	25,256	4,508	18%	27,972
Other expenses	9,065	4,363	4,702	108%	7,710
Total Operating Expense	<u>447,886</u>	<u>503,505</u>	<u>(55,619)</u>	<u>-11%</u>	<u>440,579</u>
<b>Net Operating Income (Loss)</b>	<u>(59,160)</u>	<u>(97,889)</u>	<u>38,729</u>	<u>-40%</u>	<u>(21,979)</u>
<b>Non-Operating Income (Expense)</b>					
Capital Campaign Donations	73,918	0	73,918	100%	\$56,250
<b>Net Asset Increase (Decrease)</b>	<u>\$ 14,759</u>	<u>\$ (97,889)</u>	<u>\$ 112,648</u>	<u>60%</u>	<u>\$ 34,271</u>

### Balance Sheet

	Jul '19 - Jun 20	Jul '18 - Jun 19	\$ Change	% Change
<b>Assets</b>				
Cash	69,855	\$2,205	67,650	3068%
Savings Depository at RCAB	20,849	404	20,445	5061%
RCAB Common Investment Fund	-	73	(73)	-100%
Due from St. Joseph Parish	113,089	119,630	(6,541)	-5%
Total Assets	<u>\$203,793</u>	<u>\$122,312</u>	<u>81,481</u>	<u>67%</u>
<b>Liabilities and Equity</b>				
Accounts Payable	17,086	\$108,171	(91,085)	-84%
Other current liabilities	17,875	19,223	(1,348)	-7%
PPP Loan	49,500	0	49,500	100%
Loan Payable to RCAB	240,519	130,864	109,655	84%
Total Liabilities	<u>324,980</u>	<u>258,258</u>	<u>66,722</u>	<u>26%</u>
Net Assets	(121,187)	-135,946	14,759	-11%
Total Liabilities and Equity	<u>\$203,793</u>	<u>\$122,312</u>	<u>81,481</u>	<u>67%</u>