

# St. Elizabeth Parish

## Financial Status Report

### Fiscal Year 2019 Summary

The financial status of the parish has improved over the past six years.

There was a year over year increase in the parish **Taxable revenue** by \$13,800 (9.2%) in 2019. This increase was primarily the result of an increase in donations in 2019. Regular collections were down by \$2,100 while donations more than doubled from \$20,800 to \$44,500 which included more than \$13,000 for the Kneller initiative. Rental income decrease by over \$8,000 from a little over \$23,300 in 2018 to \$15,200. Revenue reduction was primarily related to weekday parking no longer required for a large portion of the year.

The total **non-taxable parochial revenue** went from \$41,600 in 2018 to \$53,100 in 2019. This increase was due to the Rwanda Chapel (\$13,500) donation which subsequently, minus a small administrative fee, was immediately transferred out to this worthwhile initiative. Outside of this initiative, the net year over year parochial revenue was very similar.

Finally, the **total general non-taxable revenue** that includes candle sales, non-taxable rent, and interest from the loan fund was down by approximately \$1,000 to \$22,200.

Overall, through your generous support we were again able to generate a surplus of approximately \$18,300 by keeping maintenance and major repairs expenses to a minimum.

As a result, after nearly being exhausted several years ago, the year-end bank balance continues to improve and is at a healthy level, with sufficient money in our bank account, as recommended by the archdiocese, to cover more than three months of expenditures. In addition, we have a little more than \$100,000 in the Loan Fund to help offset the potential requirement for major expenses which are estimated to be in excess of \$250,000.

### Revenues

The major source of revenue, at approximately 46%, (down from 53% last year) are the regular weekend collections - white, blue, and pink envelopes. The balance, as outlined on the attached pie chart, is raised via Parochial Organizations (19%), donations (16%) with the balance of 19% from hall rentals, the contribution from the parish organizations and the parish share of masses, weddings and funerals. Total revenue was up by \$24,000 to \$284,000 but still below the revenue peak of \$303,000 in 2017.

As indicated on the attached chart, the proportion of revenues from other sources, such as rent, donations and bequests are an important source but fluctuate year over year and thus demonstrates the importance of revenue diversification. For instance, last year the Ladies Auxiliary graciously donated \$6,900 while the K of C donated \$2,000 and the Hungarian Community contributed \$13,200 to the parish. Parking rental revenue has been significantly reduced although other options are being pursued.

We are very thankful to our parish organizations (Ladies Auxiliary, Knights of Columbus, the Hungarian Community) for their support year after year. They, along with your contributions to the poor fund and support of fundraising socials are an important source of funds. As outlined on the attached pie chart, more than 50% of income in 2019 comes from sources other than regular collection. Dependency on parochial

organizations and other short term ad hoc revenue streams (e.g. Euchre, Bridge, etc.) continues to be high and in some cases at risk.

## **Expenditures**

In 2019, almost three quarters of expenditures were incurred in four areas:

- 1) Salaries (pastor, office manager, and janitor) (down from 37% to 33%);
- 2) Parochial Org at 14% (includes \$13,400 for the Rwanda Chapel initiative and \$10,200 for Caldwell;
- 3) Pastoral work/liturgical at 13% and largest expenditure item includes musicians (\$16,300) and candles (\$6,400), and
- 4) Maintenance at 12% and includes expenditures for the kneelers \$9,700, Snow Removal (\$6,700), safety (3,600), and replacement of the tables (\$3,400).

The remaining major expenses include the diocesan tax (\$27,100) and utilities and insurance at \$25,700 or 10% each while office, food and bank charges etc. made up the remaining 7%.

The diocesan tax expense was 10% or over \$27,000 and is based on a set rate of 13% on taxable revenue as outlined in the table below. Utilities were also at 10% of which our largest utility cost is for heating (\$9,500) followed by electricity (\$5,700) for the church, hall and rectory and insurance at \$5,600. The hot water boiler is as old as the church (50+ years) and its normal operational expectancy has been reached. Average annual repair costs of \$2,000 are manageable but a new boiler would be more efficient to operate (reduced gas and electricity costs), although its replacement cost is estimated to be in the range of \$85,000 to \$100,000. Managing the risk of this critical equipment continues to be a focus for TA. For instance, engagement of the same knowledge service people on an ongoing basis has been one way to mitigate the fading expertise for this type of heating equipment.

The windows and roof are also suffering from age and insurance cost (\$5,600) is a growing cost due to recent infrastructure failures: leaking roofs and basement hall floods, repair of the ladies washroom including the foundation. Overall, maintenance expenses continue to rise but the amount donated to the maintenance fund (\$7,100) is less than what was donated in 2018 and falls far short of the needs for even the basic maintenance items: caretaker salary, snow removal, janitorial supplies, housekeeping and general supplies. We were setting aside a portion of the parking lot usage fee, which is now finished, as a rainy day fund to help defer costs associated with infrastructure issues but nevertheless, specific fundraising appeals may be required to help to meet these special needs

## **Summary**

Presently, the parish is continuing to meet its financial requirements through careful management and oversight. However, and as mentioned in the report last year, the parish is at risk due to its aging infrastructure. Maintenance, repairs and replacement costs are expected to increase each year, yet funding for these items is very limited. We continue to focus on augmenting the rainy day fund but the repair and replacement list is long, growing and more critical as the years pass by.

## **Fiscal Year 2020**

Regular collection, helped by a substantial donation in the spring, and support from parochial organization such as the Ladies Auxiliary, K of C and the Hungarian Community, continue to support St. Elizabeth. The income from rent, due to COVID-19 restrictions is down substantially (>\$13,000) as well as cash collected at mass is less than 50% of what was collection during the same time period in 2019.

Even though we have sufficient cash in our bank account to cover more than 3 months of expenditures a prolonged period of COVID-19 will tax both our volunteer and financial resource base. Nevertheless we have continued to modernize service delivery and provide alternative options on participating in a virtual mass through our on line service (web site) as well as providing additional options in how to financial support (e.g. e-transfer) St. Elizabeth.

The requirements to respond to COVID-19 continues to expand with the latest requirement is to maintain a record of attendees for potential contact tracing.

How to communicate with the parish continues to be a challenge. It should be noted that the parish has a contract with Zoom, an electronic meeting application, that is available for use by the Parish for parish business.

Dependency on parochial organizations and other short term ad hoc revenue streams (e.g. Euchre, Bridge, etc.) continues to be high and as the past five months have demonstrated this revenue stream is at high risk both in the short and potential long term. Rental income in 2012 is down by more than 50% and will continue to be challenge for the foreseeable future.

A focus for the foreseeable future post pandemic will be to increase the investment in the loan fund as a rainy day contingency for major repairs as eventually we will need to deal with the infrastructure aging issues. It may become necessary to solicit assistance from parishioners for some maintenance and upkeep projects are one example of where we all can help out. Supporting our fundraisers is also important, and engagement of the community at large can be rewarding.

One of the reasons our parish has survived so well up to now is because of our many and varied volunteers. It is one of our main assets that will help us deal with the future. Given the aging infrastructure and estimated expenditure in excess of \$250,000 a particular area of leadership support would be for someone to lead an ongoing fund raising campaign to address these infrastructure challenges.

Many thanks to you all for supporting the parish with your prayers, your personal time, and your financial contributions and if possible we would like to encourage each family to consider an increase to your Sunday offering.

The Temporal Affairs committee welcome your questions and ideas and is seeking new members with new ideas to help assist with the management of the Parish. Time commitment would be two to three hours for up to 8 to 10 meeting a year. If interested, please follow up with any of the TA committee members mentioned below.

Sincerely, St. Elizabeth Temporal Affairs Council

Father Martin Ndyanabo	Gail Donaldson (Secretary)	Enrico Ferrarin	Sheila Fleury
Phil O'Reilly (Vice-Chair)	Greg Stolarik	Gerry Sullivan (Chairperson)	

Fall 2020

<b>REVENUES</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
	<b>Actuals</b>	<b>Actual</b>	<b>Budget</b>
Regular collections	\$132,086	\$129,940	\$140,000
Masses-weddings-funerals (parish share)	\$2,563	\$4,160	\$4,000
Donations, bequests	\$20,802	\$44,514	\$20,000
Rent (net receipt - taxable)	\$23,357	\$15,239	\$15,000
Maintenance (blue envelopes)	\$8,074	\$7,113	\$8,000
Miscellaneous	\$8,389	\$7,759	\$8,000
	<b>\$195,271</b>	<b>\$208,725</b>	<b>\$195,000</b>
<b>Parochial organizations</b>			
– Poor fund	\$9,529	\$12,471	\$9,000
– Ladies auxiliary	\$10,000	\$2,639	\$1,000
-Fundraising events – socials	\$1,045	\$0	\$2,000
– Knights of Columbus	\$2,000	\$2,000	\$2,000
-Hungarian Community	\$12,700	\$13,200	\$14,000
-Flowers	\$1,772	\$0	\$0
-Refugee Family	\$1,360	\$6,797	\$0
– Rwanda Chapel		\$13,431	\$0
– Others \$1,942- Pro Life Mass \$585	\$3,255	\$2,527	\$3,500
	<b>\$41,661</b>	<b>\$53,065</b>	<b>\$31,500</b>
<b>Total general</b>	<b>\$23,348</b>	<b>\$22,232</b>	<b>\$30,000</b>
<b>Total non-taxable revenues</b>	<b>\$65,008</b>	<b>\$75,297</b>	<b>\$61,500</b>
<b>Total Revenues</b>	<b>\$260,279</b>	<b>\$284,022</b>	<b>\$256,500</b>
<b>EXPENSES</b>			
Total salaries; employer's share CPP etc	\$86,436	\$88,133	\$90,000
Food	\$6,000	\$6,000	\$6,000
Pastoral work/liturgical	\$42,691	\$35,453	\$35,000
Office requirements	\$8,374	\$10,159	\$10,000
Utilities, insurance, security	\$25,576	\$25,727	\$25,000
Interest, bank charges	\$1,248	\$1,148	\$1,500
Diocesan admin tax	\$25,385	\$27,134	\$27,000
Parochial organizations	\$17,337	\$37,998	\$22,000
Maintenance	\$15,602	\$32,476	\$25,000
Major Repairs or Replacements (Extrao Exp)	\$2,542	\$1,410	\$10,000
Miscellaneous	\$4,423	\$0	\$4,000
<b>Total expenses</b>	<b>\$235,614</b>	<b>\$265,638</b>	<b>\$255,500</b>
<b>Surplus/(deficit)</b>	<b>\$24,663</b>	<b>\$18,384</b>	<b>\$1,000</b>