



St. James the Greater Parish Life Newsletter

Financial Review 2017

FINANCIAL REVIEW

By the Finance Council

The 2016/2017 fiscal year for the parish closed on June 30. This year Sunday giving showed a \$3,100 decrease from the prior year and \$57,500 under budget. Sunday collections totaled \$1,142,450. The average contribution of the 1,109 giving families was \$985, about \$31 down from last year. The parish ended the year with an \$87,725 surplus. The major factor contributing to the surplus was the increased enrollment from budget time in the school and reduced spending. Of our registered school families 19.5% of them gave nothing to our Sunday collection, up 2.5% from last year. The average donation of our school families was \$678, which was down \$187 from last year.

Again this year, in an attempt to more accurately account for the cost of operating our school, we have made the following adjustment to the financial statements presented below. Portions of parish office staff salaries and benefits have been allocated to the school to cover cost of the accounting, payroll processing, tuition collection and other services performed by the parish staff for the school. This was done as a percentage of revenue from parish to school. Also \$15,000 is allocated to the school for their use of the parish gym and church hall. This adjustment was also made in the Budget statement presented below. These are standard adjusts made each year. The parish subsidy to the school this year was \$292,906.

The Festival, Holiday Bonanza & Fish Fry proceeds are not in the parish operating budget and are not allocated for parish operating but for capital improvements. 2016 Festival proceeds were \$42,804; the 2016 Holiday Bonanza made \$13,850 and the 2017 Fish Fry \$21,930. These proceeds were used for the following capital projects:

- Tuckpointing at School (\$29,640)
- Tuckpointing at Church (\$21,060)
- Tuckpointing at Parish Center (\$24,860)
- New window in Church (\$3,033)
- Maintenance on Church Elevator (\$4,118)
- AED's for Gym & Hall (\$3,330)
- Parish Center Exhaust Fan (\$1,892)
- Repairs to Church & Parish Center Lots (\$6,376)
- Clean out drain to Church Hall (\$2,275)
- Additional Camera install in Church & Security door in PC (\$5,150)
- Abatement in School (\$750)

During the 2016-2017 school year, there were two fundraising efforts that took place. The annual Panther Prowl walk-a-thon consisted of a direct mail solicitation for classroom and school improvements. The Panther Prowl generated \$24,612.00.

The school administration also solicited direct donations to support the School of Faith faculty spiritual development program. In addition to monthly three-hour sessions, these donations contributed to the funding of seven staff members going on a pilgrimage to the Holy land. In total, \$17,130 was donated for the School of Faith program.

Without the support of these fundraisers these items would be in the operating budget, therefore impacting tuition rates. We are very grateful for these successful events and appreciate our volunteers.

St. James Parish has funds on deposit at the Archdiocese of Cincinnati totaling \$628,048.

The funds are composed of:

- St. James School Restricted Fund [school] - \$100,350;
- Koch Memorial Fund [school] - \$38,982;
- Technology Savings [school] - \$114,156
- Blue Ribbon Permanent Education Endowment Fund [school] - \$51,498
- Mission Certificates - \$6,595.
- John Merritt Scholarship Fund -\$316,467.

These funds are held for specific purposes noted and are **not** available for the operation of the parish.

Thanks to all of you for the generous support of the One Faith, One Hope, One Love Campaign Our parish pledged \$1,508,138 and as of June 30th we have collected \$895,389. The parish has received \$180,227 to date which is the 20% of the campaign that the parish receives. As determined by Pastoral Council we first paid off the parish debt from the Church Renovation and School Window replacement and the remaining funds are building up the Cemetery Perpetual Care account.

Please take the time to review the accompanying financial report. Any questions or request for additional information may be directed to members of the Finance Council or Amy Klosterman at the parish office.

We want to take this opportunity to thank everyone who financially supports our parish. As the Finance Council, we work hard to use your gifts to the Lord responsibly for the good of the Church. Every dollar you give benefits the people of this parish and furthers the work of the Kingdom of God. We hope that you will continue to share your blessings in the Stewardship Commitment for the coming year. Thank you in the name of the Lord.

Financial Statement - For Fiscal Years ending June 30, 2017 and 2016

	Actual 2016/2017 Parish	Actual 2016/2017 School	Actual 2016/2017 Total	Actual 2015/2016 Total
<u>Revenues</u>				
Sunday & Holydays	\$ 1,142,451	-	\$ 1,142,451	\$ 1,145,613
Other Parish Revenues	83,962	-	83,962	70,604
Bequests	-	-	-	175,145
School Revenue	-	2,466,880	2,466,880	2,369,939
State Reimbursement	-	214,132	214,132	215,820
Total Revenue	\$ 1,226,413	\$ 2,681,012	\$ 3,907,425	\$ 3,977,121
<u>Expenses</u>				
Archdiocesan Assess	131,566	5,966	137,532	139,634
Salaries/Benefits	323,758	2,332,261	2,656,019	2,671,768
Other Expenses	147,116	281,338	428,454	365,850
Maint Salaries/Benefits	75,681	96,661	172,342	171,643
Other Maint	73,810	133,715	207,525	221,494
Utilities	60,571	57,420	117,991	117,798
Rel Ed Salaries/Benefits	27,918	55,835	83,753	85,117
Other Rel Ed Exp	5,361	10,722	16,083	17,729
Total Expenses	\$ 845,781	\$ 2,973,918	\$ 3,819,699	\$ 3,791,033
Subsidy to School	\$ 292,906	(292,906)		
Excess Revenue - Parish	\$ 87,726			
Combined Excess Revenue			\$ 87,726	\$ 186,088

St. James Parish White Oak 2017/2018 Operating Budget

The operating budget for the 2017/2018 fiscal year projects balanced revenues and expenditures of \$3,898,390, an increase of 0.3% over the current year's budget.

Revenues:

Sunday and holyday giving is projected at \$1,200,000, with no increase from this year's budget. There is no increase because when the budget was prepared in February 2017 our Sunday giving was under budget. The parish needs on average \$1063 from every giving family to meet this budgeted amount. This figure is based on 1129 families giving something in 2016.

School revenues are projected to be \$2,633,690 with tuition at \$2,099,145. The major difference being the Jon Peterson Scholarship the school is receiving, but the expenses are also reflected since this income is used to provide the additional services. The school projection is based upon enrollment of 548. The budgeted enrollment figure for last year was 543, and the current enrollment actually was 561.

Tuition was increased 3.0% this year. The tuition for one child in the school will be \$3,775. For families who pay their entire tuition before August 1st a 2% discount will be given. Tuition for one child with this discount is \$3,700 a savings of \$75.

Expenditures:

Parish - The parish budget is increasing by \$7,877 or 1.6% from this year's budget. This minimal increases was due to increases on healthcare, pension and slight salary increases. These expenses were offset by cutting other budget items that were no longer necessary.

School - The school budget is projected to increase \$17,131 from this past year's budget. Teachers will receive a slight increase in addition to their step increase, these were offset by newer teachers replacing seasoned teachers at higher compensation levels. The technology fund is budgeted at \$23,500 with an additional \$12,500 for technology supplies.

Maintenance - The total maintenance budget for is \$541,932, a slight decrease of 13,400. We continue to take advantage of cost saving rates and we are working with other parishes of the Archdiocese to buy in groups to get better rates. This spring we converted all the school & Parish Center lights to LED's, which will have a significant impact on energy savings. Capital allocations are included at \$20,000, the same as last year. Most major repairs and improvements are covered by holiday bonanza, fish fry and festival profits. There is no holiday bonanza, fish fry or festival proceeds incorporated in the operating budget.

Budget - For Fiscal Year July 1, 2017 to June 30, 2018

	Budget 2017/2018 Parish	Budget 2017/2018 School	Budget 2017/2018 Total	Actual 2016/2017 Total
<u>Revenues</u>				
Sunday & Holydays	\$ 1,200,000	-	\$ 1,200,000	\$ 1,142,451
Other Parish Revenues	64,700	-	64,700	83,962
School Revenue	-	2,415,290	2,415,290	2,466,880
State Reimbursement	-	218,400	218,400	214,132
Total Revenue	\$ 1,264,700	\$ 2,633,690	\$ 3,898,390	\$ 3,907,425
<u>Expenses</u>				
Archdiocesan Assess	135,500	4,000	139,500	137,532
Salaries/Benefits	345,692	2,449,658	2,795,350	2,656,019
Other Expenses	141,200	180,205	321,405	428,454
Maint Salaries/Benefits	83,077	99,502	182,579	172,342
Other Maint	82,220	143,400	225,620	207,525
Utilities	65,004	58,600	123,604	117,991
Rel Ed Salaries/Benefits	29,877	59,755	89,632	83,753
Other Rel Ed Exp	6,900	13,800	20,700	16,083
Total Expenses	\$ 889,470	\$ 3,008,920	\$ 3,898,390	\$ 3,819,699
Subsidy to School	\$ 375,230	(375,230)		
Combined Excess Revenue	-	-	-	\$ 87,726

St. James Athletic Association
Financial Information for Fiscal Year July 1, 2016 to June 30, 2017

Net Revenues were \$155,025 and Net Expenses were \$166,576 for a Net Deficit of (\$11,551)

Net Revenues (highlights):

- We raised \$12,170 for our Bricks Program. We needed to fix the wall on the athletic fields.
- One of the biggest fund raisers came from the yearly golf outing. Net proceeds came in at \$18,331. Thanks to Keith and Lindsey Theissen for coordinating this at Aston Oaks.
- Net Revenues from all the programs came in at \$112,952.

Net Expenses (highlights):

- We incurred \$27,199 in capital improvements
 - \$18,760 to build the brick wall
 - \$7,059 to repair the tractors
 - \$1,103 for new picnic tables
 - \$277 for miscellaneous
- The remainder of General and Administrative expenses amounted to \$33,320. These are things like, water, electricity, scholarships, supplies, and professional services.
- We incurred \$91,020 for our programs. These include new uniforms, equipment, building rentals etc.

St. James PTO
Financial Information for Fiscal Year July 1, 2016 to June 30, 2017

The St. James PTO provides many activities and/or items for the students and staff of St. James:

For the 2016/2017 school year, the PTO spent approximately \$26,000 to benefit the students directly.

This amount includes programs for Catholic Schools Week, eighth grade graduation reception and other eighth grade events, classroom Bibles for students, magazines for the school library, school clubs, school field trips, Confirmation reception for 7th graders, Olympic Day t-shirts and activities, guest speakers for students and many other items.

The PTO also provided over \$4,000 in scholarships to select graduating 8th graders to be used towards their high school tuition.

The PTO provided approximately \$10,000 to benefit the staff directly. This amount includes a welcome back lunch for staff at the beginning of the school year, a catered luncheon in the spring to thank our staff, as well as providing dinner for the staff during parent/teacher conferences. This amount also includes money to help reimburse staff for out of pocket classroom expenses they incur, and it helps fund a professional development seminar that staff attend each year.

The PTO also provides a basket for the basket raffle at the festival, as well as provides multiple fun events for school families throughout the year.

We couldn't do what we do for the school if it wasn't for your support, so thank you!"

Pastoral Report

July 1, 2016 to June 30, 2017

General Statistics

Registered households	1714
New households this year	45
Families deleted from the census	40
Registered individuals	5333
newborn to age 6	335
age 7 to 14	535
age 15 to 20	618
age 21 to 35	1075
age 36 to 50	864
age 51 to 65	1052
age 66 to 80	564
over age 80	290
Households contributing financially	1109
Individuals participating in Sunday Mass ¹	1110
Children participating in Children's Liturgy Of The Word on Sunday ²	20
6:30 a.m. daily mass attendance ³	12
8:30 a.m. daily mass attendance	35

Sacramental Celebrations

Masses celebrated ⁴	624
Sunday masses	208
Weekday masses	416
Funerals	53
Baptisms	54
Infants ⁵	51
Adults ⁶	3
Persons received into the Church	
by profession of faith	5
Children ⁷	0
Adults ⁸	5
First Communion	65
Children (2 nd grade)	57
Adults	8

Confirmations	77
7 th grade students	69
Adults	8
Weddings	4
With both parties Catholic	2
With one party Catholic	2
Sacrament of Penance (confession)	58
Saturday opportunities	49
Penance Services ⁹	4
For the whole parish	1
For school students	3
The Light Is On For You	1
Individuals receiving communion	
at home weekly (<i>average</i>)	15
Individuals receiving communion	
in nursing homes weekly (<i>average</i>)	70
Individuals receiving the Sacrament	
Of Anointing of the Sick	290
Liberty Nursing Homes ¹⁰	65
Privately	64
At Sunday Mass	161

Other Prayer Services/Liturgies

Exposition of the Blessed Sacrament	48
The Way of the Cross	4
Divine Mercy Sunday Service (<i>attendance</i>)	85
Lenten devotions (<i>attendance per week</i>)	30
Marian devotions ¹¹	315
Evening Prayer ¹²	1
Morning Prayer	1

Rite of Christian Initiation of Adults

Catechumens ¹³	3
Candidates ¹⁴	5

¹ October 2016 count

² Weekly average

³ Weekday attendance numbers are averages.

⁴ This number does not include weddings and funerals.

⁵ Children under age 7

⁶ Persons age 7 and above

⁷ Under the age of 7 received by the profession of parents

⁸ Persons age 7 and above.

⁹ Includes the *Light Is On For You* evening.

¹⁰ Residents at Liberty Nursing Homes are anointed 2 or 3 times a year.

¹¹ Includes prayer services, rosary before morning mass, etc

¹² Morning and Evening Prayer are taken from the Liturgy of the Hours.

¹³ Persons not previously baptized.

¹⁴ Person previously baptized needing to make a profession of faith in the Catholic Church.

Spiritual Formation Programs

(Numbers refer to the number of people participating.)

Retreat Opportunities *(Number of participants)*

Confirmation candidates	69
8 th Grade	77
Liturgical Ministers	20
Lectio: The Eucharist ¹⁵	70

Educational Programs

(Numbers refer to the number of people participating.)

Students in the parish elementary school	560
Catholic students	494
Students of other religions/churches	66
Families with students in the school	370
Teachers/staff in the school ¹⁶	55
Students in the parish PSR program ¹⁷	27
Families with students in the PSR program	19
Teachers in the PSR program	4
Children in the Pre-school religious education program	20
Families participating in the Pre-school program	16
Teachers in the Pre-School program	3
Families participating in the First Communion And First Reconciliation programs	49
Families participating in the Confirmation preparation program	54
Catechists certified by the Archdiocese ¹⁸	16
School catechists	14
Parish School of Religion (PSR)	2
VIRTUS® training sessions for Child Protection Participants	6 173

Other Parish Ministries

Participants in liturgical ministries	474
Total Music ministers	64
Adult Choir	21
Adult Cantors	6
Adult Ensemble	9
Children's Choir	15
Youth Cantors	2
Youth Choir	11

¹⁵ This year's Lenten Adult Faith Formation program.

¹⁶ Includes cafeteria workers but not Child Care staff.

¹⁷ Parish School of Religion; Grades 1 to 7.

¹⁸ Total from basic through advancement to permanent catechetical leader certified in grade school education.

Extraordinary Ministers of Holy Communion	168
Readers	51
Servers	34
Ushers	41
Bereavement Ministers	47
Children's Liturgy of the Word leadership	5

Teens regularly participating in high school	
Youth Group activities	5
Members of the St. Vincent de Paul Society	8 active; 3 associate
Families/individuals helped by St. Vincent de Paul	311
Giving Tree presents donated	965
Groups benefiting from Giving Tree project	12

Descriptive of the Program Activities

1. Young Adults

A new program was started this year for young adults (Queen City Catholic). It is a collaborative effort between our parish, St. John the Baptist (Dry Ridge) and St. John Neumann. It has anywhere from 5 to 25 people attending weekly events on Tuesday evenings. There is an email list of 52.

2. Social Ministry

The Lord said that our one hand should not know what the other is doing. Our parish may take that to an extreme sometimes. Much of the good work done by our parishioners is accomplished very quietly. Those who spend their time knitting hats and scarves for the poor and homeless don't publish pictures of their work or even tell anybody about how many items they have created. There are no bulletin notices about the Fathers' Ministry preparing meals for a shelter every month or how many baskets of food they deliver at Thanksgiving and Christmas. Much of our generosity is done very quietly.

Some is very public. Everybody helped fill the Boy Scout bus again this year with food for the poor. Thousands of non-perishable items were jammed into the bus for the pantry. The Boy Scouts and American Heritage Girls sponsored the effort. And the Holy Thursday food collection, that is part of the Mass on that evening, filled a van just a few weeks later with hundreds of more items.

The numbers for the Giving Tree in Advent are wonderful. Almost a thousand gifts were collected. Grocery gift cards, baby items, books, all kinds of clothing were the items requested for the 12 groups asking for help at Christmas. This generosity helped people in our neighborhood, in other parts of the city and even in the missions in Kentucky whom we have helped for years. It is also important to remember that the "Cookie Connection" collection of snacks and drinks for the St. Francis soup kitchen in Over-the-Rhine fills a van every month. That need is there all year round.

3. Child Protection

Implementation of the Decree on Child Protection in the Archdiocese continues to be one of our highest priorities. VIRTUS® training continues for all volunteers who work with children and all parish employees. Our parish Safe Environment Coordinator is continually updating our parish records and forwarding that information to the Archdiocese. Those who have missed several monthly bulletins have to be suspended or deleted from the list of those who are approved to work with children. All of this is very time consuming, but it is important because it our due diligence about the safety of our children. Without being certified through VIRTUS®, no adult can be a coach, cafeteria worker, teacher aid or field trip chaperone. Not everyone who participate in the VIRTUS® training sessions we present are from our parish; not all parishes offer the Archdiocesan mandated training.

