



# SAINT LUKE CHURCH

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## FINANCIAL REPORT

JULY 1, 2004 - JUNE 30, 2005

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October 2005

My Dear Fellow Parishioners of St. Luke:

In presenting you with the Parish Financial Report for Fiscal 2004-2005, I first of all want to thank Gail Castro, who is responsible for this report, for the annual budget and for all the financial accounting throughout the year. She has done a tremendous job again this year.

Secondly, I want to thank the members of the Parish Finance Council. It is their responsibility to oversee the parish income and spending as well as the monthly financial reports. They also report directly to you on a quarterly basis. They have done an excellent job again.

Finally, and most importantly, I want to thank all of you. In this unsettled economy, you have been generous in your donations to the Skip-a-Meal collection, and to the many special collections taken during the year, especially disaster relief.

All the news is not good, however. For the second time in several years, we ended the year in a negative balance. Granted we have come closer to even, but we are still in the red. The reason for this is that our Sunday collections for the past year have been down significantly from two years ago and although we have found ways to trim some costs, our everyday operating costs continue to rise. As we have reported in the bulletins each week, we have not come close to what we need weekly to meet our budget goals. Also, we are still significantly short of our Annual Appeal goal. Last year, we had to take only \$8,000 from our ordinary income to complete our assessment. This year, we are looking at a sizeable \$22,000 shortfall! This amount comes due at year's end and will be made up from our already sagging ordinary income.

Despite the negatives, I am confident that you, the parishioners of St. Luke, will continue to support your parish financially, as well as with your time and talent; and that 2005-2006 will be a better year for all of us.

Gratefully in Christ Jesus,

Rev. John P. Penebsky  
Pastor

# FINANCIAL REPORT

## Prepared by St. Luke Finance Council

Presented by Rev. John P. Penebsky

Gail Castro

Brian Hamilton

Bob Morehead, Chairperson

Connie Ulasewicz

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Our Finance Council meets on the third Tuesday of every month, at 7:30 pm, here at the church unless otherwise specified. The meetings are open to all parishioners.

Please use your donation envelopes regularly and take advantage of receiving a charitable donation receipt each February. If you would prefer the ease of a monthly donation by credit card, call the Parish Office. These donors also receive a yearly receipt.

### Summary

This past year our Sunday collection income decreased slightly, while our Christmas and Easter collections experienced a significant **decrease**. Our eScrip income decreased another 16%, and our Building Fund income also decreased. Fortunately, we sent to the Archdiocese ONLY \$8,181 from our General Fund to complete our assessment of the Annual Appeal. That is about the same amount we earned from our CRAB FEED. During the same period, we trimmed our **ordinary** expenses by about \$10,000. We accomplished this through changes in staffing, (some full time positions became part time), we lowered our phone cost, and cut our operating expenses every which way we could. We were unable to meet our budget in spite of the \$17,795 income from rent received from the adult school, which uses our building during the week. We continue to have the adult school, (the rent is currently in negotiation). Unlike previous years, we did not receive a bequest to ease the shortfall. We actually **received** \$1,439 less than we spent.

Fortunately, this year we had very little in the way of repair or replacement expenses to our buildings. We continue to preserve our Building Fund for maintaining our aging sites. We depend on your continued generosity to the second collection each first Sunday of the month.

This year, the Annual Appeal goal set by the Archdiocese of San Francisco is \$69,300. We still need over \$21,000 to meet that goal. The Archdiocese will receive \$69,300 from us, whether our parishioners donate it through their own gifts or it is taken from the **shrinking** bank account of St. Luke.

**St. Luke Catholic Church**  
**The Annual Parish Financial Report**  
**Cash Flow Comparison Year to Year**  
**Fiscal Year Ended June 30, 2005**

<b>Receipts</b>	<b>2005</b>	<b>2004</b>
Collections & Offerings	340,109	349,022
Archdiocesan Annual Appeal	-8,181	-27,052
Development/Fund Raisers (net receipts)		
eScrip	2,168	2,579
Parish Building Fund	25,756	27,261
Other Parish Fund Raisers	10,154	1,080
Educational Programs & Sacramental Fees	22,468	20,370
Rental Income	17,795	17,681
Bequests	-0-	-0-
Other Income	1,949	2,596
<b>Total Receipts</b>	<u>412,218</u>	<u>393,537</u>
<b>Expenses</b>		
General Operating Expenses	71,244	78,605
Educational & Sacramental Programs	75,175	85,716
Personnel (Salaries, Taxes, Pension, Medical)	166,115	167,571
Mortgage Principal	39,631	36,791
Facilities (Utilities, Equipment and Taxes)	61,018	51,020
<b>Total Ordinary Expenses</b>	<u>413,183</u>	<u>419,703</u>
Major Improvements	474	-0-
<b>Total Expenses</b>	<u>413,657</u>	<u>419,703</u>
<b>NET INCOME</b>	<b>-\$1,439</b>	<b>-\$26,166</b>

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**Pastoral Council**

Although our Parish Council was founded in 1971, long before our church was built, three years ago we reorganized and renamed the group who works as an advisory board to the pastor in all matters concerning the Parish of St. Luke. The council works very closely with our pastor in many aspects to continue our growth and viability as a faith community. The council meets monthly, the meetings are announced in the Sunday bulletin and all are welcome to attend. The meetings are held here at the church.

## **Finance Council**

Founded in 1993, the Council is an advisory body to the pastor and operates under the guidelines established by the Archdiocese of San Francisco and in accordance with Canon Law. St. Luke Finance Council is primarily responsible for monitoring all of the financial operations of our parish.

## **Religious Education**

Our Religious Education program reaches out to between 300 to 350 children and youth with classes for 5 year olds through high school. In conjunction with regular classes, our children are prepared for First Reconciliation, First Eucharist and Confirmation. Our enrollment continues to grow each year as we welcome new families into our parish.

## **Youth Ministry**

Our Youth Ministry program attracts our teens to a year-round program. Meeting mostly on Sunday evenings, the youth have ministered at a monthly Sunday Youth Mass. They have various social and outreach activities throughout the year as well as retreats and leadership training events. The youth are involved in the Christmas "Giving Tree," Thanksgiving food drives and outreach to the homeless of San Mateo and San Francisco. Some years, our youth with their youth leaders have made a Mission Trip, to build a home for the poor or provide services to poverty-stricken areas.

## **Music Ministry**

We have a number of groups that offer their time and talent to the community. There is some form of music at all the weekend Masses except for the 7:30 am Sunday Mass. All of the music groups would **welcome newcomers** to their ranks. If you are interested in joining one of them, please introduce yourself before or after the Mass. Don't hide your talents under the proverbial bushel basket.

## **Adult Education**

There are various programs offered throughout the year to promote a further education or enrichment of our faith for adults. The RCIA (Rite of Christian Initiation for Adults) meets with people who have an interest or questions on what it means to be a Catholic. There is a morning Women's Bible Study weekly. During the seasons of Advent and Lent, there are nights of reflection and prayer. A Faith Sharing Group has formed and meets on Tuesday nights at 7:00. Call the Parish Office for more details.

## **Liturgy Committee**

Through the work of our Liturgy Committee, (meetings to which all are most welcome are announced in the Sunday bulletin) we hope to expand our understanding of our Sunday Scripture readings and our liturgies. There is an ongoing process of training lectors, Eucharistic ministers and altar servers. Those interested in any of these ministries may inquire at the Parish Office.

## **Outreach**

St. Luke's outreach to our community and beyond includes Sandwiches on Sunday where we make and deliver 100 bag lunches for the hungry, up to 3 times a month. We have a Skip-A-Meal collection once a month by which we support Catholic Worker House, Samaritan Family Kitchen, our local chapter of St. Vincent de Paul, Project Gabriel, Sandwiches On Sunday and Sister Angela's African Missions. Throughout the year, we distributed more that \$16,000 that you have so generously donated.

## **Fundraisers**

In addition to our regular Sunday and feast day collections, we have had three other means of fundraising. Our monthly Building Fund collection brings in almost \$25,755.00 a year to help maintain and improve the buildings. Our eScrip program, which earned us less than \$2,200.00 this past year, has only about one hundred participants registered from this parish. This program has experienced a steady decline and we do not know why. So many merchants participate that it is a very EASY way for us to raise money for the parish, and at no cost to the parishioner. If you have any ideas, please let us know. Our fantastic Crab Feed netted us about \$8,000.

Hope springs eternal and the Finance Council is seeking ways in which to "build a better mouse trap" for raising added funds to offset the deficit in the annual budget. **ANY IDEAS** (and volunteers) are welcome! Please see one of the Finance Council members or call the Parish Office with your input.