

Parish Annual Financial Report  
September 1, 2017 – August 31, 2018

1437

Parish Saint Marks Parish City Sutton

**Operating Receipts**

Offertory Collections	\$350,553.32		
Religious Education Income	\$17,149.00		
Gifts/Bequests	\$300.00		
Diocesan and National Collections	\$56,379.25		
Other Income:			
Stipends	\$5,301.00	Rental	\$350.00
Flowers	\$2,414.00	Human Services	\$3,704.15
Refunds	\$1,200.81	Fairs	\$4,775.00
CFP	\$ 755.00		

**Total Operating Receipts** \$442,881.53

**Operating Disbursements**

Salaries			
Priest	\$24,190.00		
Lay Employees	\$157,271.41		
Fringe Benefits			
Priest	\$27,935.04		
Lay Employees	\$18,543.73		
Administrative Expenses	\$8,206.37		
Church Operating Expenses	\$97,475.72		
Rectory Operating Expenses	\$19,184.36		
Parish Center Operating Expenses	\$0.00		
Religious Education	\$13,487.31		
Diocesan and National Collections	\$56,393.25		
Committee Expenses	\$4,277.79		
Catholic School Assessments	\$525.00		
Other:			
Workshops	\$2,530.21		

**Total Operating Disbursements** \$430,020.19

**Increase (Decrease) in Operating Cash Balance** \$12,861.34

**Capital Accounts**

Capital Receipts \_\_\_\_\_

Capital Expenditures \_\_\_\_\_

Net change in Capital Accounts \_\_\_\_\_

**Cash on hand and in bank August 31, 2017:**

Parish Checking Account(s) \$5,734.46

Parish Savings Account(s) \_\_\_\_\_

DEF Savings Account(s) Acct # 523 - \$105,673.56 / Acct # 1727 - \$50,123.32

Investments \_\_\_\_\_

**Outstanding Debt as of August 31, 2017:**

**Please List:**

**Due to Diocese Amount Due**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Due to Outside Vendors Amount Due**

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**DEF Loans Outstanding Total as of August 31, 2017** \_\_\_\_\_

I declare this report was prepared in accordance with Diocesan policy.

Bookkeeper/Preparer (signature): *Justa Williams* Date 10/10/18

Reviewed: Finance Committee Chairperson (signature) *Paul Machul* Date 10/10/18

Parish Name & City Saint Mark's Parish - Sutton

<b>Parish Finance Committee members:</b>	<b>Years on Committee</b>
Cathy Stolarzyk	8 Years
Attorney David Surprenant	8 Years
Paul Machunski	6 Years
Loretta Williams	17 Years
Charles Valade	6 Months
Thomas Devine	4 Years
Rev. Michael A. DiGeronimo	9 Years

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 10/11/18  
 Cash Basis

## St. Mark's Catholic Church Profit & Loss Budget Overview September 2018 through August 2019

	Sep '18 - Aug 19
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>4000 Parish Collections</b>	
4001 Sunday Ordinary Collection	307,186.86
4002 Easter Sunday Collection	3,864.00
4003 Christmas Collection	7,919.00
4004 Holy Day Collections	5,189.46
4005 Fuel & Maint. Collections	26,394.00
	350,553.32
<b>Total 4000 Parish Collections</b>	
<b>5000 Other Parish Income</b>	
5001 DEF Interest	5,260.51
5004 Memorials	300.00
5005 Stipends	5,301.00
5006 Flowers	2,414.00
5012 Catholic Free Press	755.00
	14,030.51
<b>Total 5000 Other Parish Income</b>	
<b>5500 Religious Education Income</b>	
5501 R. E. Registration Fees	13,895.00
5502 R. E. Fund Raising	984.00
	14,879.00
<b>Total 5500 Religious Education Income</b>	
<b>6000 Diocesan/Other Collections</b>	
6001 Home Missions-Americas	1,030.00
6003 Partners in Charity	34,210.00
6004 Catholic Communications	763.00
6005 Peter's Pence	1,339.00
6006 Catholic University	1,091.00
6007 Propagation of the Faith	2,739.25
6008 Campaign for Human Dev.	1,256.00
6009 Good Friday-Holy Land	941.00
6010 Catholic Schools Appeal	823.00
6011 Retirement Fund-Religious	2,738.00
6016 Church in Latin America	1,075.00
6017 Church in Eastern Europe	1,218.00
6018 Catholic Relief Services	1,134.00
	50,357.25
<b>Total 6000 Diocesan/Other Collections</b>	
<b>6500 Parish Committees Income</b>	
6506 Human Services	3,704.15
6507 Fairs/Festivals	4,775.00
	8,479.15
<b>Total 6500 Parish Committees Income</b>	
<b>Total Income</b>	438,299.23
<b>Gross Profit</b>	438,299.23
<b>Expense</b>	
<b>7100 Church</b>	
7103 Deacons	700.00
7110 Electricity	3,562.74
7112 Insurance(Prop/Equip/Liab)	6,908.21
7113 Altar Supplies	7,399.39
7114 Repair & Maintenance	24,791.23
7116 Priests' Benefits-CBP, etc	15,334.00
7118 Cathedralicum	26,649.64
7120 Stipends Paid	4,390.00
7122 Workshops/Conferences	301.42
7124 Fuel Oil	5,677.25
7125 Telephone/Fire Alarm	506.69
7126 Snow Removal	10,200.00
7127 Communication Ministry	3,955.00
	39,555.00

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Cash Basis

**St. Mark's Catholic Church**  
**Profit & Loss Budget Overview**  
**September 2018 through August 2019**

	Sep '18 - Aug 19
<b>Total 7100 Church</b>	<b>110,375.57</b>
<b>7200 Rectory</b>	
7207 Housekeeper	4,260.00
7208 Fuel Oil	2,778.42
7210 Electricity	1,484.10
7212 Telephone & Internet	5,543.03
7213 Food & Household Supplies	3,007.54
7214 Repairs/Maintenance	2,235.42
	<b>19,308.51</b>
<b>Total 7200 Rectory</b>	<b>19,308.51</b>
<b>7400 Rel Ed</b>	
7430 Textbooks, etc.	1,998.70
7432 Supplies	195.96
7450 Cent. Cath. School Asses.	525.00
7455 Confirmation Program	497.65
7459 Retreat	10,795.00
7480 LT Subscription/Workshops	2,530.21
	<b>16,542.52</b>
<b>Total 7400 Rel Ed</b>	<b>16,542.52</b>
<b>7500 Payroll</b>	
7501 Medicare	2,112.60
7502 Social Security Withheld	9,033.48
7513 Health Insurance	14,382.37
7514 Pastor	24,632.00
7515 Pastor - Car Allowance	9,360.00
7516 Organist	2,803.92
7517 Director of Music	14,016.72
7518 Custodian	11,166.24
7521 Workers' Compensation	1,918.00
7526 Office Manager	51,812.76
7527 Coordinator	15,234.75
7528 Director Youth Ministry	51,687.96
7595 Fringe Benefits- Employee	2,016.60
	<b>210,177.40</b>
<b>Total 7500 Payroll</b>	<b>210,177.40</b>
<b>7600 Parish Admin</b>	
7603 Bank Charges	242.71
7610 Offertory Envelopes	1,060.76
7630 Office Supplies/Postage	2,271.41
7631 Bulletins, Env., Printing	2,203.16
7632 Accting/Computer Services	2,428.33
	<b>8,206.37</b>
<b>Total 7600 Parish Admin</b>	<b>8,206.37</b>
<b>7700 Collections</b>	
7701 Home Missions	1,030.00
7703 Partner's in Charity	34,210.00
7704 Catholic Comm. Campaign	763.00
7705 Peter's Pence	1,339.00
7706 Catholic University	1,091.00
7707 Propagation of the Faith	2,739.25
7708 Campaign for Human Dev.	1,256.00
7709 Good Friday-Holy Land	941.00
7710 Catholic Schools Appeal	823.00
7711 Retirement Fund-Religious	2,738.00
7717 Church in Latin America	1,075.00
7718 Church in Eastern Europe	1,218.00
7719 Catholic Relief Services	1,134.00
	<b>50,357.25</b>
<b>Total 7700 Collections</b>	<b>50,357.25</b>
<b>7800 Parish Committee Expenses</b>	
7806 Human Services	3,623.30
7807 Fairs/Festivals	1,398.20
	<b>5,021.50</b>

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Cash Basis

**St. Mark's Catholic Church**  
**Profit & Loss Budget Overview**  
**September 2018 through August 2019**

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	<u>Sep '18 - Aug 19</u>
Total 7800 Parish Committee Expenses	<u>5,021.50</u>
Total Expense	<u>419,989.12</u>
Net Ordinary Income	<u>18,310.11</u>
Net Income	<u><u>18,310.11</u></u>

*St. Mark's Parish  
Sutton, Massachusetts  
Annual Financial Report  
September 1, 2017 to August 31, 2018  
Message from the Pastor*

Dear Parishioners,

At the close of business on August 31, 2018, Operating Income vs. Expenses yielded a surplus of \$12,978.46. As you will see inside this report, last year our operating costs were almost \$430,000. While I am pleased to report a surplus, and our buildings are in good shape, the finance committee and I will continue to monitor our financial future carefully. Last year we did not achieve our budgeted goals for income, as we were about \$30,000 short of what we hoped we could achieve. Over the last fiscal year we continued to improve and maintain our buildings with a fresh coat of paint, and the purchase of a used baby grand piano for our music program. These improvements cost \$43,093.62 and were paid for using our operating surplus and parish savings.

In this report we have also included a report on our Haiti Fund which supports the Foyer St. Etienne in Les Cayes, Haiti. Our Haiti mission continues to be a beacon of hope and goodness for us as we reach out most generously to the poorest of the poor.

Thank you for your financial support over the past year, and if you have any questions or concerns about this report, please feel free to contact any one of us.

Sincerely,

*Rev. Michael A. DiGeronimo*

Pastor and

St. Mark's Finance Committee: Paul Machunski, Chairperson  
David Surprenant  
Cathy Stolarczyk  
Laurie Williams  
Thomas Devine  
Charles Valade

*Sacramental Report*

Baptisms	15
First Communions	17
Confirmations	27
Funerals	20
Weddings	0
Active Families	535
Young people in Religious Education And Youth Ministry	143

<i>Financial Summary</i>	<i>September 1, 2017 to August 31, 2018</i>
Operating Income	\$442,881.53
Operating Expenses	\$429,903.07
Operating Surplus	\$12,978.46
<b>Capital Expenses</b>	
Church: Exterior Painting, Used Baby Grand Piano, carpentry and supplies	\$25,193.62
Rectory and Garage: Exterior Painting	\$17,900.00
	<b>Total Capital Expenses</b> \$43,093.62
<b>St. Mark's Savings Account</b>	
Opening Balance 9-1-2017	\$128,518.06
Closing Balance 8-31-2018	\$105,673.56* *(\$73,000 committed for Air Conditioning) Available Balance \$ 32,673.56
<b>Foyer St. Etienne Haiti Savings 8-31-2018 Restricted Account; Interest use only</b>	\$50,123.32
<b>Checking Account Balances</b>	
Opening Balance 9-1-2017	\$9,466.74
Closing Balance 8-31-2018	\$5,734.46



<b>St. Mark's Haiti Fund Annual Report 9-1-2017 to 8-31-2018</b>  <b>Income</b>	(This fund is kept separately from other parish finances.)
Foyer St. Etienne Sponsorship	\$24,000.00
Teach the Children School Sponsorship	\$9,535.00
Memorial Gifts	\$5,511.00
Donation Envelopes from church display	\$45.00
Private Donor Gifts	\$44,398.00
Chain of Lights Table	\$1,250.00
Lenten Haiti Sacrificial Bowls	\$2,413.36
<b>Total Income</b>	<b>\$87,152.36</b>
<b>Expenses</b>	
Foyer St. Etienne Support	\$49,227.09
Teach the Children	\$12,100.00
Supplies and special needs Foyer and Students	\$664.92
Annual Trip to Haiti	
Transportation, Tips, Incidentals	\$2,430.00
Private Donor Gifts Expenditures	\$15,505.00
<b>Total Expenses</b>	<b>\$79,927.01</b>
<b>St. Mark's Haiti Fund Checking Account</b>	
Beginning Balance 9-1-2017	\$18,815.71
Balance on hand 8-31-2018	\$26,041.06



The Foyer St. Etienne Nursing home

Father Fred did some maintenance work on the Foyer this year. Note the new awnings for protection from the rain and sun, and renewed and repaired iron work.

## INCOME / EXPENSES BY CATEGORY 9-1-2017 TO 8-31-2018

INCOME	9/1/17 to 8/31/18	Annual Budget
Sunday Ordinary Collection	307,186.86	340,931.76
Easter Sunday Collection	3,864.00	4,911.04
Christmas Collection	7,919.00	8,929.00
Holy Day Collections	5,189.46	4,203.48
Fuel & Maintenance Collections	26,394.00	30,406.68
Total Parish Collections	\$350,553.32	\$389,381.96
<b>Other Parish Income</b>		
Gifts & Donations	0.00	1,029.96
Memorials	300.00	480.00
Stipends	5,301.00	7,241.16
Flowers	2,414.00	2,521.44
Refunds/Reimburse/Rental	1,550.81	696.00
Catholic Free Press	755.00	607.70
Total Other Parish Income	\$10,320.81	\$12,576.26
<b>Religious Education Income</b>		
R. E. Registration Fees/ Fundraisers	17,149.00	14,446.78
Total Religious Education In- come	\$17,149.00	\$14,446.78
<b>Diocesan/Other Collections</b>		
Home Missions-Americas	1,030.00	1,939.49
Partners in Charity (Donations made directly to St. Mark's /not those sent directly to the Chancery)	34,210.00	29,631.81
Catholic Communications	763.00	1,318.40
Peter's Pence	1,339.00	1,415.22

INCOME	9/1/17 to 8/31/18	Annual Budget
Catholic University	1,091.00	865.20
Propagation of the Faith	2,739.25	1,824.13
Campaign for Human Dev.	1,256.00	1,823.10
Good Friday-Holy Land	941.00	1,233.94
Catholic Schools Appeal	823.00	1,073.26
Retirement Fund-Religious	2,738.00	3,119.87
Mission Cooperative	0.00	1,371.96
Church in Latin America	1,075.00	2,954.04
Church in Eastern Europe	1,218.00	1,072.23
Catholic Relief Services	1,134.00	1,758.21
Florida Relief	1,997.00	2,000.00
Texas Flood Relief	4,025.00	4,025.00
Total Diocesan/Other Collections	\$56,379.25	\$57,425.86
<b>Parish Committees Income</b>		
Human Services	3,704.15	1,026.00
Fairs/Festivals	4,775.00	4,898.68
Total Parish Committee Income	\$8,479.15	\$5,924.68
<b>Total Income</b>		
	<b>\$442,881.53</b>	<b>\$479,755.54</b>

## INCOME / EXPENSES BY CATEGORY 9-1-17 TO 8-31-18

<i>Church Expenses</i>	9/1/17 to 8/31/18	Annual Budget
Deacons	700.00	1,875.00
Electricity	3,466.74	3,123.60
Insurance (Property/Equipment/Liability)	6,707.00	8,365.66
Altar Supplies & Choir	7,399.39	9,627.84
Repair & Maintenance	24,791.23	14,853.48
Priests' Benefits-CBP, etc	18,575.04	19,132.20
Cathedraticum	29,521.00	28,790.56
Communication Ministry	3,955.00	3,542.17
Stipends Paid	4,390.00	6,643.56
Workshops/Conferences	301.42	620.69
Fuel Oil	5,537.25	6,386.00
Telephone/Fire Alarm	506.69	557.04
Snow Removal	10,200.00	15,590.00
<b>Total Church</b>	<b>\$116,050.76</b>	<b>\$119,107.80</b>

<i>Rectory Expenses</i>		
Housekeeper	4,260.00	4,140.60
Fuel Oil	2,697.47	3,166.80
Electricity	1,440.90	1,486.08
Telephone	5,425.91	5,684.88
Food & Household Supplies	3,007.54	3,441.48
Repairs/Maintenance	2,235.42	3,173.40
<b>Total Rectory</b>	<b>\$19,067.24</b>	<b>\$21,093.24</b>



## INCOME / EXPENSES BY CATEGORY 9-1-17 TO 8-31-18

<i>Parish Administration</i>	<b>9/1/17 to 8/31/18</b>	<b>Annual Budget</b>
Bank Charges	242.71	133.92
Offertory Envelopes	1,060.76	1,837.88
Office Supplies/Postage	2,271.41	2,673.84
Bulletins, Envelopes, Printing	2,203.16	684.00
Accounting/Computer Services	2,428.33	1,244.28
<b>Total Parish Administration</b>	<b>\$8,206.37</b>	<b>\$6,573.92</b>
<i>Religious Education</i>		
Textbooks, etc.	1,998.70	3,640.75
Supplies	195.96	257.00
Cent. Cath. School Asses.	525.00	360.50
Food	0.00	240.00
Confirmation Program	497.65	1,291.62
Retreat	10,795.00	8,564.10
LT Subscription/Workshops/Food/Supplies	2,530.21	2,461.70
<b>Total Religious Education</b>	<b>\$16,542.52</b>	<b>\$16,575.67</b>
<i>Payroll</i>		
Medicare	2,045.86	2,066.04
Social Security Withheld	8,746.06	8,834.28
Health Insurance	14,382.37	14,988.36
Pastor	24,190.00	24,189.96
Pastor - Car Allowance	9,360.00	9,360.00
Organist	2,729.53	2,840.28
Director of Music	13,650.24	13,179.96
Custodian	10,806.00	10,638.00
Workers' Compensation	1,918.00	1,709.86
Office Manager	51,004.32	49,441.56
Coordinator	15,000.00	15,200.01
Director Youth Ministry	51,371.40	51,188.76
Fringe Benefits- Employee	4,161.36	3,740.28
<b>Total Payroll</b>	<b>\$209,365.14</b>	<b>\$207,377.35</b>



## INCOME / EXPENSES BY CATEGORY 9-1-17 TO 8-31-18

<i>Diocese Collections</i>	9/1/17 to 8/31/18	Annual Budget
Home Missions	1,030.00	1,939.49
Partner's in Charity	34,224.00	29,631.81
Catholic Comm. Campaign	763.00	1,318.40
Peter's Pence	1,339.00	1,415.22
Catholic University	1,091.00	865.20
Propagation of the Faith	1,176.00	1,824.13
Campaign for Human Dev.	1,256.00	1,823.10
Good Friday-Holy Land	941.00	1,233.94
Catholic Schools Appeal	823.00	1,073.26
Retirement Fund-Religious	2,738.00	3,119.87
Mission Cooperative	1,563.25	1,371.96
Church in Latin America	1,075.00	2,954.04
Church in Eastern Europe	1,218.00	1,072.23
Catholic Relief Services	1,134.00	1,758.21
Texas Relief	4,025.00	4,025.00
Florida Relief	1,997.00	2,000.00
<b>Total Diocese Collections</b>	<b>\$56,393.25</b>	<b>\$57,425.86</b>
<i>Parish Committee Expenses</i>		
Human Services	2,879.59	6,093.12
Fairs/Festivals	1,398.20	1,849.28
<b>Total Parish Committee Expenses</b>	<b>\$4,277.79</b>	<b>\$7,942.40</b>
<b>Total Operating Expenses</b>	<b>\$429,903.07</b>	<b>\$436,096.24</b>

