

SAINT AGNES CHURCH  
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October 21, 2011

Dear Saint Agnes parishioners,

I am writing to provide you with an annual report of the financial status of Saint Agnes Parish. During the year, the Parish Finance Council and I have worked to ensure that the parish is fiscally responsible and the needs of the parish are financed. The financial report enclosed in today's bulletin shows the amounts expended in Fiscal Year 2011 (FY11) which ended June 30, 2011 and planned amounts for FY 12 which ends June 30, 2012.

St. Agnes' fiscal activities continued to improve in FY 11 as compared to FY 10 reflecting the collective efforts of parishioners and staff to ensure the financial health of the parish. The parish realized a surplus of \$1,030,000 in FY 11 reflecting:

- ◆ Generous gifts and bequests to the Parish and School. In FY 11, we received nearly \$1.0 million in gifts and bequests which ensure adequate reserves for the parish and school. The gifts in FY 11 enabled the parish to increase its outreach and stewardship and complete some unbudgeted improvements in the rectory (*Heating, Ventilation, and Air Conditioning* [HVAC], including mold remediation).
- ◆ Continued efforts to manage St. Agnes' revenues and control expenses. For the first time in many years, the operating expenses (parish administration, school, parish ministries, and facilities) were in balance with parish operating revenues (Collections, tuitions, and investment income). In FY 08, operating expenses were 110% of operating income; in FY 11 operating expenses were 99% of operating income.
- ◆ The continued generosity of its parishioners — Collections increased modestly compared to FY 10.

This financial report reflects St. Agnes FY 11 financial statements which will be reviewed by an outside auditor in December, 2011.

During FY 11, St. Agnes continued its efforts to:

- ◆ *Give*. Saint Agnes' outreach continues reflecting this parish's commitment to local, national, and international needs — both corporal and spiritual. In addition to your contributions to National and Diocesan collections, we contributed approximately 9% of our collections to social outreach in FY 11. This represents a 12% increase over FY 10. This includes our *Brother Dennis & Associates* tithing effort supporting the corporal and spiritual works of mercy worldwide and responses to local charitable needs. There continues to be much more that we can do together. Our forty-six year history of tithing through the Brother Dennis program is a unique aspect of how we carry out Christ's command of compassion to the poor and needy. St. Agnes' goal is to continue to increase outreach in FY 12.
- ◆ *Improve and maintain the St. Agnes campus*. Maintaining an aging campus continues to require resources. There were a few small projects in FY 11 and I am continuing to work with the Facilities Committee to ensure the infrastructure improvements are made and issues addressed. One project completed was the replacement of the *Heating, Ventilation, and Air Conditioning* (HVAC) system in the parish hall (lower level of the Parish Center); the upper level HVAC system still is the original system from 1989. The parish committee to study the

infrastructure needs of the parish continues their work to establish a strategic/long-term plan for the parish campus. Addressing the future use of the convent and the house the parish owns on N. Stafford Street will require substantial resources to allow them to be used for existing or new parish programs. Gifts such as those we received this year will enable us to meet some of those needs. The necessary and planned improvements would not be possible without your continuing generosity to the parish. This will enable us to ensure the needs of current and future parishioners are met in the years to come. In FY 12, we are looking at hiring a part-time Facilities Manager to improve our stewardship of the campus facilities. A project is to improve the lighting system in the church.


- ◆ *Improve the use of technology.* St. Agnes improved its use of technology in FY 11 by working on some network and website projects. The school website make-over should be done soon; the parish website is to be renovated this year. In FY 12, we are moving from single-seat to multi-user accounting software, which will allow us to be in compliance with the new Diocesan standard *Chart of Accounts* and provide better reporting capabilities. In FY 11, we also hired a part-time Business Manager. These efforts will facilitate the ability to run the parish. In conjunction with Saint Agnes School's goals from our last accreditation effort, there is an initiative to examine the security of the buildings on the parish campus.

Plans for FY 12 reflect continued efforts to prudently plan and use the parish's financial resources. Expenses only show a small increase. Our continued goal is to match expenses with operating income. Consequently, donations, gifts, and bequests continued to be planned at modest levels to avoid an over-reliance on gifts and the disruptions that may occur if the parish does not receive the gift. Donations and gifts provide the parish the ability to meet the needs of an aging parish campus and the flexibility to meet additional needs in the parish and the community.

In FY 12 we have already hired a part-time Coordinator of Youth Ministry to work with our high school youth.

Thank you for all that you do to make St. Agnes Parish such a special parish. Together we can make known the love of God through all that we do as a parish. You are remembered in my prayer.

Sincerely yours in Christ,

  
(Rev.) Lee R. Roos  
Pastor

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### REFLECT ON GOD'S BLESSINGS TO YOU

I ask that every parishioner consider the gifts that God has given to him or her. Then, compare those to the amount that you return in gratitude for those gifts.

Ask yourself if the portion of your income that you give to the work of the Lord is enough, too much, or not enough. Look at the sample of the commitment card that is on the last page of this brochure. Then, decide what amount you will indicate, when you receive the card for your household, at Mass the weekend of October 30<sup>th</sup>.

Your offertory commitment enhances the parish's ability to predict our annual income and manage the parish's resources. It is our firm belief that through sound planning, we can avoid any financial crisis and preserve our parish's well being now and in the years to come. We pray that parishioners will carefully review the succeeding pages of this brochure and will respond generously.

**St Agnes Parish and School – FY 11 Fund Balance, Revenue and Expenses**

<b>Item</b>	<b>Description</b>	<b>FY 11 Amount</b>	<b>FY 12 Budget</b>
<b>June 2010 Parish and School Fund Balance:</b>		\$2,776,472.00	
Restricted Reserves:			
• School Endowment	Principal restricted; Income used for school purposes	586,828.00	
• Other Restricted Funds	Tuition Assistance & Other with designated purposes from donor	34,337.00	
		621,165.00	
Unrestricted Reserves with Board Designation:			
• Fixed Assets		995,623.00	
• Facilities Appropriation	Reserve for Church HVAC and School roof	137,383.00	
• Other Designated Funds	Funds with Designated Purposes	158,715.00	
		1,291,721.00	
<b>Available reserves</b>		\$863,586.00	
<b>Church Expenses:</b>			
Parish Administration	Salaries for priests, salaries and other costs for church staff and office and rectory and support expenses for assigned clergy	\$ 524,526.00	\$574,600.00
Liturgical	Music program, flowers, liturgical materials, hymnals, and missalettes.	126,8865.00	130,500.00
Religious Education and Youth Ministry	Religious education programs (CCD, RCIA), summer programs and youth programs	168,466.00	167,500.00
Diocesan Assessments	Assessments paid to the Arlington Diocese	152,098.00	157,000.00
Outreach and Stewardship	Donations to <i>Brother Dennis &amp; Associates</i> and support provided to local charitable needs	145,163.00	135,000.00
Church, Grounds and Facilities	Operating expense, maintenance, and utilities for the Church, Rectory, and Parish Hall	406,634.00	374,800.00
<b>Total Church Expenses</b>		\$1,523,774.00	\$1,539,400.00
<b>School Expenses:</b>			
Instructional & Extended Day	Instructional expenses for school programs and extended day	\$2,183,264.00	\$2,330,500.00
Fundraising/PTO expenses		79,775.00	76,000.00
Administration and Other Expenses	Administrative expense for the school	181,333.00	209,075.00
	Operating expense, maintenance, and utilities for the school building	188,879.00	214,000.00
<b>Total School Expenses</b>		\$2,633,251.00	\$2,829,575.00
<b>Total Church and School Expenses</b>		\$4,157,025.00	\$4,368,975.00
<b>Income:</b>			
Collections	Sunday and Holy Day collections	\$1,568,416.00	\$1,560,000.00
Donations/Rooted in Faith	Gifts, Fundraising, and Donations (including Rooted in Faith)	1,193,187.00	428,000.00
Investment and Other Revenues	Investment revenues and other miscellaneous items such as fundraising for the youth programs	383,193.00	212,000.00
Tuition & Fees	Tuition for St Agnes religious education and school programs	1,791,339.00	2,031,000.00
Extended Day Fees	Fees charged for extended day	251,460.00	235,000.00
<b>Total Revenues</b>		\$5,187,595.00	\$4,466,000.00
<b>Revenues over Expenses</b>		\$1,030,570.00	\$97,025.00
<b>Increase to Restricted Funds</b>		\$95,305.00	
<b>Increase to Unrestricted Funds with Board Designation</b>		\$361,235.00	
<b>Increase to Unrestricted Funds</b>		\$580,259.00	
<b>FY 2011 E-O-Y Fund Balances</b>			
<b>Restricted Amounts</b>			
• School endowment		\$597,828.00	
• Other Restricted Funds	Tuition Assistance & Other with designated purposes from donor	112,414.00	
		\$710,242.00	
<b>Unrestricted Reserves with Board Designation:</b>			
• Supports Fixed Assets		1,192,572.00	
• Facilities Appropriation		323,000.00	
• Other Restricted Funds		137,383.00	
		\$1,652,955.00	
<b>Unrestricted Fund Balance</b>		\$1,443,845.00	
<b>E-O-Y Fund Balance</b>		\$3,807,042.00	

### Commitment Weekend

At all Masses the weekend of October 30<sup>th</sup> you will be asked to indicate the amount that you wish to give weekly. If you give monthly, quarterly, etc., please indicate the average weekly amount of that gift. A sample of the offertory commitment card is shown at the bottom of this page. (This does not include second collections. There are 22 second collections during the year.)

#### *How Much Should We Give?*

Many people ask whether or not there is a standard for giving. Each person, or family, must arrive at that conclusion independently. However, the following scale is provided in order to serve as a guide for those that are interested in using it.

**Suggested Weekly Offering**

Annual Family Income	4.0%	3.0%	2.0%
<b>\$20,000</b>	<b>15.00</b>	<b>11.00</b>	<b>8.00</b>
<b>\$25,000</b>	<b>19.00</b>	<b>14.00</b>	<b>10.00</b>
<b>\$30,000</b>	<b>23.00</b>	<b>17.00</b>	<b>12.00</b>
<b>\$40,000</b>	<b>31.00</b>	<b>23.00</b>	<b>15.00</b>
<b>\$50,000</b>	<b>38.00</b>	<b>29.00</b>	<b>19.00</b>
<b>\$60,000</b>	<b>46.00</b>	<b>35.00</b>	<b>23.00</b>
<b>\$70,000</b>	<b>53.00</b>	<b>40.00</b>	<b>27.00</b>

The following is a sample of the card that you will receive at Mass this weekend. Please determine which member of your household will complete the card and what your commitment will be before coming to church.

### Sample Offertory Commitment Card

**Commitment of Treasure**

*"Give to the Most High as he has given to you, generously, according to your means, for the LORD is one who always repays, and he will give back to you sevenfold." Sirach 35:9-10*

I understand that Saint Agnes Church is asking all parishioners to review the amount that they give to the parish offertory and to determine whether that amount is enough, too much, or not enough.  
My/Our new average commitment per week for the next 12 months is:

\_\_\_\_\_

*Name*

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*Address*

---

*City*

---

*Telephone*

---

Amount: \$ \_\_\_\_\_ per week

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*Apt. #*

---

*State*

---

*ZIP*

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*E-mail address*

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