

## St. Agatha Parish — Annual Report July 1, 2019-June 30, 2020

### *Dear Sisters and Brothers in Christ,*

In this extraordinarily challenging year that 2020 has shown itself to be, I am ever more grateful to Almighty God for being now in my fifth year as pastor of this great Parish of St. Agatha. I am actually writing this letter away from the parish as I am currently in quarantine because of exposure on October 25<sup>th</sup> to someone who shortly thereafter tested positive for COVID-19. Thankfully that person had a second COVID test which was negative, and I was tested the end of last week (October 30), and my COVID test was negative also. However, I am still required to remain in quarantine through this Sunday evening the 8<sup>th</sup> of November. While I do remain in regular contact with our parish staff by phone, text, email, and ZOOM, and while I appreciate the opportunity for more time for prayer and reading than I regularly have when in our parish, two realities have become very evident to me. First is that it feels strange and even abnormal for me not to be interacting in person with parishioners, the priests with whom I live in the rectory, the St. Agatha School community, and our Parish staff. I especially miss celebrating public Mass with and for you, and praying Morning Prayer of the Divine Office with my brother priests in the rectory. That is the “downside” of being quarantined. Second, the “upside” confirms something I already knew but has become strikingly more evident during my quarantine. And that is how blessed I am to have such loving and caring parishioners, a number of whom have sent their prayers and best wishes my way, and how blessed I am to work with such an amazing group of people who form our parish and school staffs. I share with you just one, but very noteworthy, example. Right after I began my quarantine hibernation, members of our staff not only organized and correlated the names and contact information to report to the COVID-19 Community Tracing Collaborative, as we are required to do when we learn of someone in the Church testing positive for COVID, but they went above and beyond by contacting each parishioner or family themselves either by phone or email. Our staff wanted to make sure that our parishioners heard directly from representatives of the parish about this incident.

As I know you are well aware, the current pandemic has required many adjustments of us all. Livestreaming our Masses has enabled us at 432 Adams Street to remain connected with our parishioners and to bring the Sacred Liturgy right into your homes. Many thanks to Deacon Dan Sullivan for suggesting this idea right at the beginning of the pandemic, and to him and Noel Schaub for making it happen. Faith Formation has had to be adapted to the “new normal”, and Mrs. Beth Peterson, Mrs. Jenn Caputo, and Mrs. Helen Waring have provided materials for each family appropriate to the students’ grade level, working with the catechists to provide support, and being creative in keeping in contact with the students under their auspices. Mrs. Nancy

Carr, the Principal of St. Agatha School has worked with her faculty and staff throughout the summer to provide a smooth reopening this Fall, attentive to all the necessary protocols to help ensure everyone’s safety and good health, and making possible in-person learning every school day for all our students (100 more than last year, I might add!). Our Music Director Mrs. Julie Fay has worked closely with our cantors to provide music at our Masses and other liturgical events while observing the regulations prohibiting group singing. Our custodial staff has been very attentive throughout all the liturgical celebrations in our Church building to clean and sanitize the Church after every gathering for worship. Our rectory office staff has worked very hard to respond to the needs of our parishioners, to keep our parish website and Facebook Page updated, and to follow the directives that have come to us from the Archdiocese. Mr. Jack Riley our Director of Finance and Operations has worked closely with me and with our Parish Finance Council so that our financial resources and our physical plant are well managed and used appropriately.

I am also very grateful to my brother priests and deacons who devote themselves so generously to the spiritual needs of our parishioners and who have adapted well to the changes and challenges of our lives since last March. Although we certainly miss the close contact we had with you our parishioners prior to the COVID outbreak, I hope you realize that you, your loved ones, and your intentions have a permanent place in our hearts and our prayers.

As you are well aware, what we as a parish and school staff are able to do is made possible by your prayers, your putting your own skills and talents at the service of the parish, and your financial support. In these economically challenging times, I recognize the sacrifices so many of you are making in your ongoing financial support of our parish. I do hope from my remarks above, that you know how dedicated and generous our parish and school staffs are, and how they have responded so well by making the necessary adaptations to carry out their ministries in the very challenging circumstances of this past year.

I thank you for putting your time, talent, and treasure at the service of Almighty God and of St. Agatha’s, our spiritual home. I respectfully and humbly ask for your continued generosity, and that you spend some time reading this year’s 2 reports: this week the Parish Annual Report, and in next week’s bulletin the School’s Annual Report. May all of us embrace the joys and the challenges before us with trust in the Lord and in the intercession of our Patroness St. Agatha; may we work together to strengthen our beloved parish and school; and may we strive to offer one another our heartfelt prayers and our abiding charity. And through it all I thank our Lord for the immense blessing of being your pastor.

*Fr. Palardy*

**ST AGATHA PARISH**

**Income Statement for fiscal year ending June 30, 2020**

**Budget for fiscal year ending June 30, 2021**

|  | Actual<br><u>FY 2020</u> | Budget<br><u>FY 2020</u> | Variance<br><u>FY 2020</u> | Budget<br><u>FY 2021</u> |
|--|--------------------------|--------------------------|----------------------------|--------------------------|
| <b>Operating Income</b>                    |                          |                          |                            |                          |
| Offerory <sup>1</sup>                      | \$ 636,477               | \$ 650,000               | \$ (13,523)                | \$ 561,000               |
| Grand Annual Collection                    | \$ 202,845               | 170,000                  | 32,845                     | 170,000                  |
| Bequests                                   | \$ 46,961                | -                        | 46,961                     | 30,000                   |
| Other Income <sup>2</sup>                  | \$ 104,250               | 149,625                  | (45,375)                   | 24,500                   |
| Sacramental Offerings <sup>3</sup>         | \$ 77,371                | 108,500                  | (31,129)                   | 91,000                   |
| Youth Activities                           | \$ 97,323                | 95,000                   | 2,323                      | 80,000                   |
| Faith Formation Income <sup>3</sup>        | \$ 21,990                | 55,000                   | (33,010)                   | 30,000                   |
| Transfer From Capital Reserve <sup>4</sup> |                          |                          |                            | 102,540                  |
| <b>Total Operating Income</b>              | <u>1,187,216</u>         | <u>1,228,125</u>         | <u>(40,909)</u>            | <u>1,089,040</u>         |
| <b>Operating Expenses</b>                  |                          |                          |                            |                          |
| Compensation, Taxes and Benefits           | \$ 760,706               | 781,576                  | (20,870)                   | 663,640                  |
| Maintenance & Building Improvements        | \$ 134,886               | 151,600                  | (16,714)                   | 137,708                  |
| Liturgical & Parish Community Exp          | \$ 102,917               | 112,000                  | (9,083)                    | 100,000                  |
| Office Expenses & Professional Fees        | \$ 84,691                | 72,200                   | 12,491                     | 65,000                   |
| Heat, Lights, Utilities & Telephone        | \$ 54,775                | 55,700                   | (925)                      | 55,700                   |
| Ministry Tithe <sup>5</sup>                | \$ 44,018                | 44,000                   | 18                         | 44,000                   |
| Miscellaneous                              | \$ 43,222                | 29,710                   | 13,512                     | 22,992                   |
| <b>Total Operating Expenses</b>            | <u>\$ 1,225,216</u>      | <u>\$ 1,246,786</u>      | <u>\$ (21,570)</u>         | <u>\$ 1,089,040</u>      |
| <b>Net Operating Income / (Loss)</b>       | <u>\$ (38,000)</u>       | <u>\$ (18,661)</u>       | <u>\$ (19,339)</u>         | <u>\$ -</u>              |

**Capital Income and Expense:**

|                                    |                     |
|------------------------------------|---------------------|
| Capital Bequest Income To Reserves | \$ 314,520          |
| Capital Expenses - Tower Repair    | \$ 523,276          |
| <b>Net Capital Income / (Loss)</b> | <u>\$ (208,756)</u> |

**Parish Bank Account Status as of  
June 30, 2020**

|  |                   |
|--|-------------------|
| Operating Checking Account / Petty cash      | \$ 267,984        |
| Capital Reserve/Savings Account <sup>6</sup> | \$ 374,952        |
| Pension - Insurance Clearing Account         | \$ 44,515         |
| Trust Accounts RCAB - Bequests               | \$ 5,157          |
| Bingo Checking Account                       | \$ 1,401          |
| <b>Total</b>                                 | <u>\$ 694,008</u> |

**Recap of Other Financial Information (as of 6/30/20)**

|                               |            |
|-------------------------------|------------|
| Accounts Payable              | \$ 7,447   |
| Other Current Liabilities     | \$ 51,949  |
| PPP Note Payable <sup>7</sup> | \$ 142,300 |
| Tower Capital Loan Balance    | \$ 337,291 |

**Notes**

<sup>1</sup> Increased online giving revenue from March-June mitigated the expected shortfall due to COVID-19.

<sup>2</sup> Includes gifts, interest and donation income, excludes bequests and restricted gift.

<sup>3</sup> Sacramental Offerings & Faith Formation revenues down due to COVID-19 shut down.

<sup>4</sup> Approved transfer from reserves to balance the FY 21 Budget.

<sup>5</sup> Ministry Tithe to the Archdiocese of Boston.

<sup>6</sup> Includes large bequest of 273k set aside for Tower Loan pay down.

<sup>7</sup> Payroll Protection Program loan. Forgiveness of loan will be applied for in 20-21, and full loan forgiveness is anticipated.

*Thank you to the Parish  
Finance Council Members for  
their assistance in preparing  
and approving this report.*

Mortimer McGrath, *Chair*  
Mary Courtney O'Sullivan,  
*Vice Chair*  
Eugene Boylan  
Francis Byrne  
Deacon Kevin Martin  
Jacqueline Miller  
Shaun Pandit  
Charles Stravin  
Deacon Daniel Sullivan

## Operations Note—FY 2020 Parish Annual Report

We're pleased to present to you in this week's Bulletin the Annual Report for St. Agatha Parish for Fiscal Year 2020 which ended on June 30, 2020. Also included is the proposed budget for Fiscal Year 2021 which began on July 1, 2020 and continues until June 30, 2021. Next week we will present the same information for St. Agatha School.

This was certainly a year like no other. We began the fiscal year blissfully unaware that the final quarter of the year would wreak havoc on our financial structure. The major initiative for the year was the completion of the exterior masonry on the Church which went smoothly, finished early and came in on budget. Although a costly endeavor, it was critical to the integrity of the physical structure of the Church by preventing water penetration that damages walls and ceilings. The work was begun just before the beginning of the fiscal year and continued into the early Fall of 2019. In order to pay the \$523,671 projected cost, the parish received a ten year loan from the Archdiocese for \$350,000 and committed the remainder of the funding from the parish's Capital Reserve Account. The plan to repay the loan was two-fold. The parish had a large bequest, the bulk of which was to be committed to repaying the loan. The second part of the plan was a Centennial Capital Campaign connected to the parish's upcoming 100th anniversary. A Planning Study was completed, but before additional steps could be taken, the COVID-19 pandemic hit and stopped all such activity.

When the pandemic struck in March, Mass attendance was halted and consequently Offertory contributions dropped precipitously. Fortunately the parish had over 200 people giving electronically and a number of other parishioners generously made extra donations to help mitigate the drastic Offertory decline. Several other revenue sources were dramatically affected as well. Although some staff were able to work from home, all staff—including assigned clergy—had their compensation reduced. The Cares Act was passed in April and shortly thereafter the parish applied for and was approved for a fully forgivable Payroll Protection Plan loan of \$142,000 which enabled the parish to keep staff on the payroll for an 8 week period. The pandemic affected primarily the 4<sup>th</sup> Quarter, but because the Grand Annual had done so well, and because of the PPP loan, the parish finished the year with a \$38,000 deficit. Without the generosity of the parish community and the support of the government loan it would have been much larger.

Fiscal Year 2021 has proven to be a monumental challenge. In order to balance the budget at the beginning of the year, the Parish Finance Council recommended committing \$102,540 from the Capital Reserve Account. We are working diligently to carefully manage expenses and are hopeful that the Grand Annual will replicate last year's performance and that our online contributions will continue to increase.

