

**2019 Sacred Heart Parish – Strathmore  
Finance Council’s Report to the Calgary Diocese  
February 20, 2020**

This report is a compilation of the ongoing activities at Sacred Heart Parish in Strathmore. This annual summary includes progress made in the calendar year 2019. Further, it captures historical data from previous years to provide information that will guide our future efforts as we move ahead to build a new church in Strathmore.

Current Structure of Sacred Heart Parish Church

As per Calgary Diocesan Guidelines, we have the following structure with necessary committees and councils to conduct parish affairs:

1. **Sacred Heart Employees and Staff:** managed by Fr. Wojciech Jarzecki and Ms. Karen Gregory

Priest	Fr. Wojciech Jarzecki
Deacons	Mr. Michael Thompson, Mr. Paul Coderre, and Mr. Roger Nelson
Secretary	Ms. Lynn Dumont
Bookkeeper	Ms. Donna Johnson
Office Cleaner	Contracted to Sunshine Cleaners
Financial Reporting	Ms. Karen Gregory (CPA, CA))

2. **Parish Council:** the current Chair is Mr. Tomas Rochford with approximately seven members and guided by Fr. Wojciech Jarzecki. Affiliated committees and organizations are as follows:

Altar Linens	Ms. Lucie Fiedler
Altar Servers	Mr. Tomas Rochford, Ms. Connie Donais, and Ms. Krysta Van Verdegem
Baptismal Preparation	Fr. Wojciech Jarzecki
Catholic Women’s League	President Ms. Emily Rochford
Children’s Liturgy	Ms. Meaghan Patterson
Church Choirs	Liaison Ms. Melissa Wiley Leaders Ms. Emily Rochford, Ms. Lynn Van Bussell, Ms. Nathalie Hilton- O’Brien and Ms. Angela Reeves
Confirmation Preparation	Mr. Brent Wiley
Extraordinary Ministers of Holy Communion	Ms. Lynn Dumont
Knights of Columbus	GK Mr. Derek Donais
Lectors	Ms. Sarah Goodfellow
Money Counters	Ms. Lucie Fiedler
Parish Communications	Mr. Brent Wiley
Parish Website	Mr. Tomas Rochford
Pastoral Care	Ms. Diane Van Bavel
Prayer Chain	Ms. Laurie Stephens
RCIA	Fr. Wojciech Jarzecki, Deacon Paul Coderre and Deacon Michael Thompson
Reconciliation/First Communion Preparation	Ms. Emily Rochford / Ms. Katie Jalbert
Sacristans	Ms. Lynn Dumont

School Gym Set-up and Take-down	Mr. Todd Gionet and four Teams
Seniors Lodges	Ms. Rita Sweere
Youth Ministry	-

3. **Finance Council:** the current chair is Mr. Jim Chisholm with seven members and guided by Fr. Wojciech Jarzecki. Finance Council Sub-Committees are as follows:
  - a) **Fund-raising Sub-Committee:** the current chair is Ms. Nettie Hendricks with approximately six members including major function chairpersons as follows:
    - i. Fall Dinner/Auction – Ms. Gorete Salm
    - ii. Summer Golf Tournament – Ms. Wendy Cey/Mr. Paul Cey
    - iii. Winter Dinner – Mr. Simon Caron/Ms. Jasmine Filion
    - iv. Various smaller fund-raisers include:
      - 1) Grocery Cards – Ms. Angie Wolper
      - 2) Bottle Drives – Mr. Mike Hendricks
      - 3) Raffles – CWL / K of C
  - b) **“Cornerstone Capital Campaign” Pledge Drive Sub-Committee:** the current chair is Mr. Paul O’Leary with approximately six members. Currently, we are conducting a 3-year (2019, 2020, 2021) pledge drive, internal to Sacred Heart Parish.
  - c) **Diocesan-wide Pledge Drive Sub-Committee:** to be initiated in 2020
4. **Building Committee:** the current chair is Mr. Paul O’Leary with approximately 12 members, and headed by Fr. Wojciech Jarzecki. The sub-committees are as follows:
  - a) **Church Design Sub-Committee:** current chair Mr. Paul O’Leary
  - b) **Church Furnishings Sub-Committee:** current chair Mr. Tomas Rochford
  - c) **Church Video Committee:** Mr. Paul O’Leary, Mr. Brent Wiley, Mr. Tomas Rochford
  - d) **Church / Rectory Maintenance Committee:** All
5. Given the major tasks of **operating our active parish and building a new church**, many committees and volunteers are required. The information above confirms our current complement of parishioners and their roles.
6. As we progress toward building our new “church”, we remind ourselves of the dual meaning of “church” as the building up of “the people of God” and the building of “our new church building”.

## Parish Reports

### 7. Finance Council Report

- a. Sacred Heart Parish Finance Council is diligently moving ahead accumulating funds to operate our parish and also to obtain sufficient capital for the construction of a new church building.
- b. To maintain a proper perspective on Sacred Heart Parish's church rebuilding efforts, we decided to compile an accounting of the financial history of our Parish for the last approximately 13 years for this report. This information is reported in Schedule s #1 and #2.
- c. Schedule #1 lists the Annual Operating Budget (Total Incomes and Expenses) from our Profit and Loss Statements for the years 2007 to 2019. In brief, the following comments are offered:
  - i. The Operating Budget varied from approximately \$130K to \$185K over the 13-year period.
  - ii. We lost our "old" Church and Rectory due to structural and safety concerns in 2008 (12 years ago). This set-back resulted in a few lean years with donations seriously reduced (2008 – 2010).
  - iii. Donations then returned to normal as we met our operating expenses and also set money aside to begin the process of re-building the Parish assets.
  - iv. We have enjoyed reduced costs due to the use of Holy Cross Collegiate School (free of charge) since 2008.
  - v. **In total, we have spent approximately \$2M (million) to operate Sacred Heart Parish for the last 13 years, which is an average of approximately \$150K (thousand) per year.**
- d. Schedule #2 provides the History of Sacred Heart Parish Building Funds and the Contributions to the Building Funds from 2007 to 2019 (13 years). In summary, from 2008 to 2018, Sacred Heart Parish raised \$1,676K to purchase the rectory, demolish the "old" church, purchase the IGA building, and pay the architect fees to generate the new building design. Further, the Diocese purchased the old Church Lot, and this finally gave us a positive balance of \$232K in the Central Fund Account at the start of 2019. We have added \$805K to our Central Fund Account in 2019 bringing us to approximately \$1,037K at year-end.
- e. Schedule #2 also shows the Annual Fund Raiser amounts generated from 2007 to 2019. **In total, approximately \$633K has been raised in 13 years for an average of approximately \$50K per year.** The 2019 Fund Raiser Total was \$74K with the three largest projects being the Fall Dinner/Auction (\$33K), Golf Tournament (\$21K), and Christmas/Easter Appeals (\$11K). A permanent Fund-Raising Sub-Committee was established in 2018 with the

mandate to raise an amount greater than \$100K per year, to offset future debt financing costs and also increased operating costs of a new church building.

- f. Schedule #2 also shows the results of the Cornerstone Capital Campaign that began in May 2019. **This 3-year Pledge Drive (2019, 2020, 2021) generated approximately \$698K in capital for 2019, all of which is added to the Central Funds Account and leaves us with a year-end Central Fund balance of \$1,037K.**
- g. Additional information regarding the Cornerstone Capital Campaign Pledge Drive is as follows:
  - i. A decision was made in 2018 to perform the Pledge Drive work without a professional fund-raiser. Instead, we followed a professional fund-raiser document obtained from St. Albert the Great Parish.
  - ii. Finance Council approved the Cornerstone Capital Campaign pledge drive plan and a brochure was constructed in the first quarter of 2019 (attached).
  - iii. Meetings were held with parishioners to inform them of the plan and seek their approval. Many thought it to be aggressive in both financial targets and time to construction. Finance Council agreed that too long of a duration to construction would hinder pledges and so the aggressive targets would be best. The Parish endorsed the pledge drive plan as presented.
  - iv. The Pledge Drive kick-off was announced in June 2019. The roles of key participants were defined, and the plan was enacted.
  - v. **The goal of defining the “financial capacity” of Sacred Heart Parish by receiving all Parishioners’ pledges by Dec. 31, 2019 was set, but not accomplished. Efforts continue to maximize Parish participation in the 3-year pledge drive plan (2019, 2020, 2021), and then we will monitor to completion.**

- h. The following are the numerical results of the Cornerstone Capital Campaign to end of 2019:

i. Total families receiving a pledge form:	166
ii. Total pledges received:	91
iii. Current participation:	55%
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iv. Amount Pledged in 2019:	\$777.2K
v. Amount Received in 2019:	\$698K
vi. Amount Pledged in 2020:	\$483.5K
vii. Amount Pledged in 2021:	\$574.7K
viii. Grand Total Pledged Amount in 3-Year Campaign:	\$1,835.4K
ix. <b>Average 3-Year Pledge Amount per Family:</b>	<b>\$20.1K</b>

- x. **We are pleased with the results to date and hope additional pledges will come in due to the current generosity being displayed by parishioners.**
- i. An updated “Thermometer” is included as Schedule #5. This schematic shows we have raised \$2.5M in capital for this Building Project at year-end 2019 (dark red color). Further, it shows we have pledges for 2020 and 2021 (light pink colors) that project us to ~\$3.5M by end of 2021. Efforts will continue to gain additional pledges from Sacred Heart Parishioners and outside our Parish in 2020.
- j. The following Finance Council Reports are attached for reference:
- i. 2019 Financial Statements – Schedule #3
  - ii. 5-Year Financial Forecast – Schedule #4

## 8. Parish Council Report

As stated previously, “church” building at Sacred Heart Parish involves building up the people of God as well as building a physical church structure. For several years, significant efforts have been made to bring our Parish together as follows:

### 1. Annual Activities

- a. Plan and conduct Pastoral affairs under the guidance of Fr. Wojciech Jarzecki as follows:
  - i. Assist with Sacramental Preparation (First Holy Communion and Confirmation)
  - ii. Lenten and Easter activities in the Parish (Stations of the Cross on Good Friday, Parish Mission with Divine Mercy Sisters)
  - iii. Marian event in May in conjunction with Holy Cross Collegiate and Sacred Heart Academy.
  - iv. 3<sup>rd</sup> Annual Corpus Christi Procession and Parish BBQ (June). Approximately 100 Parishioners attended.

- v. Evangelization at Strathmore Newsy Neighbour Sidewalk Festival (June) for the second straight year by having a booth and informing participants of Sacred Heart Parish activities.
  - vi. Hosted a Stewardship Sunday event (September) to gain additional volunteers for our ministries and committees. This was run in conjunction with the CWL and Knights of Columbus.
  - vii. Our annual October Rosary procession was canceled due to inclement weather.
  - viii. Joint planning with Sacred Heart Academy and Holy Cross Collegiate of a day of Eucharistic Adoration (12 hours) during both May and November.
  - ix. Conducted Altar Server practice/training this year to grow the numbers and respect for this invaluable ministry.
  - x. Assisted in planning and running parish Advent and Christmas activities. (i.e. Gym set up and decoration.)
  - xi. Ran sessions for Adult Catechesis and Formation Bible Study. The Parish has a Formed.Org account and this excellent Catholic resource is used for faith formation. We now have over 80 parish families signed up to use the platform.
  - xii. Parish Library Cart – This project is three years old. A volunteer librarian tracks book circulation to manage these assets (approximately 300 books). Catholic faith formation is on-going through this project with books for both adults and youth.
- b. Take the lead in developing a new parish website. Diocesan officials have noted that we need a more effective and up-to-date website for communications, evangelization, and promotion of our church building and financing efforts. New website was running in draft form in 2019 and now approved in Jan 2020 ( <http://www.sacredhc.ca/> ).
  - c. Take the lead in initiating discussions regarding Youth Ministry which has yet to be accomplished in our Parish.
  - d. Take the lead in constructing an accurate and up-to-date list of all Parish Families and some demographic data on our families. A survey has been developed for this purpose and will be placed on our website. Further, we are reaching out to the Sacred Heart Academy and Holy Cross Collegiate schools.
  - e. Collaborate with all other committees and councils to effectively run our Parish. Assist with most fund-raising efforts that we see as having the dual purpose of community building and raising funds.
  - f. Assist with Code of Conduct Review of all Parishioners.

## 9. Building Committee Report

- a. For completeness, this report provides the entire history of the Building Committee work performed to date. Hopefully, it gives us a proper perspective on the complexity of our church building efforts and guides our future decisions. The Building Committee history is as follows:
  - i. Building Committee was struck in Sept. 2015 with Mr. Jim Chisholm elected as chairman by the 13 parishioners in attendance.
  - ii. **Our original mandate was to arrive at a design for our new church and also obtain an estimated cost to construct the same.**
  - iii. Committee members decided high level requirements for our new church (e.g. 500 seating capacity (minimum), office, church hall, meeting rooms, no rectory on-site, and adequate parking on-site). Concurrently, Finance Council provided data outlining current financial capacity of Sacred Heart Parish.
  - iv. In Quarter (Q) 4 2015, initial efforts focused on building a church/high school complex on the 20-acre site in north Strathmore on land purchased by the Calgary Diocese in 2010.
  - v. Committee members met with the Town of Strathmore planners and confirmed the following onerous facts:
    - Development fees for this 20-acre parcel would be approximately \$1.5M upfront.
    - Time to development was estimated at 10 to 20 years as the town infrastructure and thus development of the town would come from the south to the north.
    - Temporary services would be required and cost an additional approximately \$0.5M. Up-front costs were making this option cost prohibitive.
    - There was no guarantee a new school would be built and, in fact, Christ Redeemer School District officially delayed plans for a new high school in Strathmore in 2016.
- All these conditions lowered our expectations that this site was optimal for our new church in the near term.**
- vi. Efforts were re-focused on finding another site within Strathmore and the following additional options were entertained:
  - Build a new church on the “old” church site (1-acre lot)
  - Retro-fit the vacant “old” IGA Building in downtown Strathmore (~16,000 ft<sup>2</sup>)
  - Retro-fit the vacant “old” Co-Op Building in downtown Strathmore (~30,000 ft<sup>2</sup>)

vii. **Decisions were made to:**

- **Abandon the option to build a new church on the 20-acre site in north Strathmore. This new build was estimated to cost approximately \$12M minimum.** The new church cost was estimated at approximately \$10M based upon recent costs to build a similar-sized church at St. Vincent Liem in Calgary.
- **Eliminate the Co-Op Building option as this building is too large (30,000 ft<sup>2</sup>) and half of it was structurally unsound** (roof reinforcement columns retrofitted throughout this side of building). Cost to purchase (\$1.8M) was exorbitant as we could not use the existing structure and thus were buying an over-valued lot.
- **Eliminate the option to build a new church on the “old” Church site as this would be more expensive than retrofitting the “old” IGA Building.** This cost was again estimated to be approximately \$10M, as the upfront development fees were removed.
- **Pursue the purchase of the “old” IGA Building for the following reasons:**
  1. Lowest cost option to retrofit into a church.
  2. Attractive market value for the building and lot at approximately \$800K - \$900K asking price. However, it was conditionally sold at the time of review.
  3. The Town of Strathmore was optimistic they could “work” with Sacred Heart Parish to revitalize the downtown core by approving our church at this site. They would make concessions on parking and other issues for the benefit of all interested downtown parties.
  4. The Building had many features conducive to retrofitting it economically into a Catholic Church. These features included a high roof (21 ft.), a suitable size for a church, hall, and office spaces, and it was a sound structure despite being approximately 25-year vintage, and there were salvageable components of building.
  5. **We estimated the retrofit cost to be approximately \$8M including the purchase price of the building.** Church retrofit was estimated at  $\$450 / \text{ft}^2 \times 16,000 \text{ ft}^2 = \$7.2\text{M}$ .
  6. **The Calgary Diocese was approached in March 2016 regarding the possible purchase of the IGA Building.**
  7. The Sacred Heart Building Committee arranged visits by an architect and structural engineer who both gave positive reviews, and this strengthened our resolve to pursue this option.



- viii. In Q 2 2016, with the IGA Building conditionally sold, there was urgency to move ahead with plans to gain Parish and Diocesan approval to purchase this building, before a final sale was concluded. We built our case, presented it to the Parish and received their consent. We then approached Calgary Diocese who agreed to pursue the purchase of this building with significant caveats on this decision. After prudently engaging professionals to ensure no significant structural or environmental deficiencies were present, the Diocese consented to making an offer to purchase this building. Concurrently, Sacred Heart Parishioners responded to a pledge drive that raised \$425K (half the purchase price) in approximately three months. In Sept. 2016, the Calgary Diocese bought the “old” IGA building for \$850K. We obtained a Central Fund Loan for \$450K to finance the purchase.
- ix. Beginning in Q 4 2016, the Building Committee efforts re-focused on the task of providing a church design and cost estimate to allow informed fund-raising efforts to begin. We developed a Project Charter to guide our efforts, provide timelines, and also assign accountabilities to key members of the Committee who committed to perform the tasks.

Over the next 1.5 years, we accomplished the following tasks in a timely manner:

- **Q 2 2017** - Catholic Church architecture presentations were developed in-house. In total, five presentations were given to Parishioners over a 2-month period after weekend Masses.
- **Q 2 2017** – An Architect Selection Sub-Committee was formed to determine selection criteria. We then invited proposals from interested Architect Firms. A total of six (6) firms showed an interest in designing and building our church. We agreed upon the top two proposals and then interviewed each firm prior to making the final decision to recommend to Calgary Diocese. We agreed to award the contracts to DI & GP (Mr. Jun Lee) and Williams Architect Firms, and Chesapeake Design. This trio of companies provided the best bid to meet our design aspirations.
- **Q 3 2017** - Sacred Heart Parish met with newly appointed Bishop William McGrattan to inform him of our church building efforts.
- **Q 3 to Q 4 2017** – The Calgary Diocese’s permission was received to engage the services of the recommended Architect Group. A contract was eventually agreed upon to cover the entire Church building effort from design through to construction.
- **Q 4 2017** - The Building Committee provided the Architect Group with a “Vision for Building Our New Parish Church” document, that outlined, in detail, the many requirements for the building of a Catholic Church. This document would guide the design efforts for the new Sacred Heart Church.
- **Q 4 2017** - The Building Committee performed a survey to acquire Parishioner input on the activities we envisioned would define Sacred Heart Parish over the next 50 years. This document, referred to as “The Program”, was compiled and sent to the Architect Group to guide their church complex design efforts.

- **Q 4 2017** – Initial meetings occurred with the Town of Strathmore, to discuss the new Church plans and obtain information regarding current regulations governing the same. All meetings with the Town of Strathmore have been very positive as they sincerely look forward to our new Church becoming a reality.
- **Q 4 2017** – Architect (Mr. Jun Lee) began design efforts for our new church. Frequent communications happened over the next two months to procure three possible design options for the Initial Design Concept Meeting in December 2017. Significant feedback was obtained from the Building Committee and the Parishioners for the Architect to consider and provide a Final Design Concept.
- **Bishop William McGrattan** made his Pastoral Visit to Sacred Heart Parish on January 19-21, 2018. He took in first-hand the workings of our Parish and toured the IGA Building. Rendering Drawings were made available for this visit and fruitful discussions took place.
- **February 13, 2018** – Sacred Heart Parish representatives met with the Diocesan Liturgical Committee (Fr. Wilbert Chin Jon, Fr. Nathan Siray, and Ms. Simone Brosig) and provided a comprehensive overview of the steps taken to arrive at the Final Design Concept. The feedback was positive, and we were encouraged to move ahead to a final design.
- **Q 2 2018** – Concerted efforts by the Architect Group to finalize Rendering Drawings for the new Church. Visits by approximately 12 contractors to the IGA Building enhanced their ability to provide meaningful cost estimates for their portion of work to be done, so a Scoping Budget Cost Estimate could be provided with final Rendering Drawings once completed.
- **May 10, 2018** – The Architect Group presented “Best Foot Forward” Design and Cost Estimate to the Building Committee. The Building Committee then provided feedback in preparation for same presentation planned for the entire Parish in June.
- **June 8, 2018** – The Building Committee made a well-organized presentation that included the Architect Group presenting the “Best Foot Forward” Design and Cost Estimate to Sacred Heart Parish. Approximately 150 parishioners attended and Mr. Alejandro Henao was also present. The parishioners were impressed with the beauty of the Church design and the ample space for all ancillary rooms in the complex. There were surprisingly few questions, but this was interpreted to be positive as many voiced opinions that they were ready to move ahead and build this church. The Cost Estimate provided was approximately \$5M for retrofitting costs only. We were cautioned that this Scoping Budget Cost Estimate needs to be perfected after Construction Drawings are available, that confirm the final design and materials.
- **Q 3 2018** – Sacred Heart Parish requested the Calgary Diocese’s permission to proceed with the procurement of a final design and Construction Drawings. This

request was prudently denied until such time as we have sufficient capital raised to prudently move toward Construction Phase.

b) The 2019 update on the Building Committee is as follows:

- i. Church Design Sub-Committee – The Church Design work (Rendering Drawings) was completed in 2018 and remains the same at present.
- ii. Two visits were made to Our Lady of the Rockies Parish in Canmore:
  1. September tour by Sacred Heart personnel, and
  2. December tour by the Architect Group/Mr. Paul O'Leary

After each tour, we discussed the management of the ongoing construction effort and the many successes and challenges of the Parish, Diocese and Construction Company. Both visits proved valuable and will aid us in our future efforts to tender work and construct our church. Fr. Nathan Siray and the Project Managers were very generous in offering us this opportunity and all found the visits to be beneficial.

- iii. Church Furnishings Sub-Committee – A few meetings were held with two different vendors of church furnishings. This is not a critical path item at the present, so these were exploratory meetings. Contacts have been made for the future.
- iv. Church Video Committee – In collaboration with the Architect Group, we have made two different videos, to date. These are being done to help “sell” our new church design to Parishioners and the Calgary Diocese and also to help in our fund-raising efforts. A third video will be made in collaboration with the Calgary Diocese (hopefully by Summer 2020), with the objective being to fund raise outside Sacred Heart Parish.
- v. Church/Rectory Maintenance Committee – Several parishioners volunteer to ensure upkeep at the rectory, the new church building, and the old church lot. A group of volunteers check the IGA Building year-round to ensure no problems are occurring there. There is additional vigilance during the winter months.
- vi. One issue of significance did occur in 2019 in the IGA building. High electricity costs were incurred due to the alleged presence of a step-down transformer and/or a bank of capacitors that still exist in the building, as were required when it was a grocery store. We believe we have rectified this problem by decommissioning the bank of capacitors. Further, we are seeking a low-cost replacement of the large step-down transformer, to further reduce electricity costs. Sacred Heart Parish alleges that electricity overcharges by Fortis, the power supplier, have occurred due to problems metering the power usage in our building. We are continuing discussions with Fortis to hopefully obtain a refund of up to approximately \$7,000 in electricity costs. As Fortis is the sole supplier of electricity to Strathmore, this will be a difficult task.
- vii. Snow removal contracts are obtained each year. Grass cutting is done by Fr. Wojciech Jarzecki (rectory) and Parishioners (new & old church sites), to save money.

- viii. Additional lights and signage were installed on the exterior of IGA Building and in the parking lot, to improve safety and reduce loitering on our premises. We are working in collaboration with the Town of Strathmore By-Law Officers to manage this inconvenience.
  
- c) A final Building Committee comment relates to the significant talents of some of the Sacred Heart Parishioners. We have volunteers with proficiencies in project management, specification writing, engineering, building codes and inspection, and some of the trades required to construct our new Church (i.e. HVAC, electrical, and utilities). We are hopeful that these talents will be available when we proceed to the Construction Phase of our project.

**Schedule #1**

**Annual Operating Budgets - Sacred Heart Parish - Strathmore**

Year	Income	Expenses	Net	Central Fund Interest Income (+) / Expense (-)
Amount (\$000's)				
2007	161	160	1	3.7
2008	138	145	-7	-11
2009	126	138	-12	-6
2010	125	132	-7	-8
2011	145	127	18	-12
2012	166	132	34	-12
2013	149	144	5	-13
2014	138	134	4	-12
2015	147	141	6	-7
2016	141	147	-6	-5
2017	161	173	-12	-18
2018	188	180	8	-22
2019	185	184	1	11
<b>Totals</b>	<b>1,970</b>	<b>1,937</b>	<b>33</b>	<b>-111.3</b>
<b>Averages/year</b>	<b>151.5</b>	<b>149.0</b>	<b>2.5</b>	<b>-8.6</b>

**Comments:**

- 1) Over the last 13 years we have collected and spent ~\$2M to operate our parish.
- 2) We had difficult years from 2008 to 2010 as safety & structural issues resulted in the loss of both the “old” church and rectory.
- 3) Operating expenses have been ept low as we benefit from the use of Holy Cross Collegiate (free of charge) for all these years.
- 4) Income has been balanced with the operating expenses as we raised capital to essentially re-build our Parish. At each year end, we have transferred money (if necessary) from our Building Fund to balance our operating budget.
- 5) Significant capital expenses were incurred to a) purchase rectory (2008), b) demolish “old” church & rectory (2013), c) purchase IGA building (2016), and d) architect fees to design new church (2018).
- 6) From 2008 to 2018, we paid \$111K in interest payments to service debt.
- 7) Sacred Heart Parish became debt free at the end of 2018 and now receives interest from our Central Fund Account beginning in 2019.

## Schedule #2

### Summary of Sacred Heart Parish Building Funds Spending

<u>Event</u>	<u>Amount (\$000s)</u>
2008 - Purchased Rectory / Office	425
2013 - Demolition of Old Church	140
2016 - Purchase of 'IGA' Building	850
2018 - Architect Fees for New Church Design / Videos	150
2007-2019 - Cumulative Interest Payments on Diocesan Loans	111
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Total Capital Project Payments made by Sacred Heart Parish	1,676
2010 - Diocese Purchased 20-acre Site	950
2018 - Diocese Purchased 'old' Church Lot	445
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Total Capital Contributions from the Diocese	1,395
<b>Total Capital Contributions</b>	<b>3,071</b>

<u>Sacred Heart Central Fund Balance</u>	<u>Balance (\$000s)</u>
2018 Year-End Balance	232
2019 Sacred Heart Parish Central Fund Contributions	805
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2019 Year-End Balance	1,037
<i>Sacred Heart Parish Bank Balance - Year-End 2019</i>	<hr/> <i>113</i>

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Accrual Basis

Sacred Heart R.C. Church (#910)  
Balance Sheet Prev Year Comparison  
As of December 31, 2019

	Dec 31, 19	Dec 31, 18
<b>ASSETS</b>		
Current Assets		
Chequing/Savings		
1020 . Chequing	113,493.98	130,790.17
<b>Total Chequing/Savings</b>	<b>113,493.98</b>	<b>130,790.17</b>
Other Current Assets		
1400 . Prepaid Clergy Blue Cros	0.00	936.00
1410 . Central Fund Savings	1,037,542.02	231,918.01
<b>Total Other Current Assets</b>	<b>1,037,542.02</b>	<b>232,854.01</b>
<b>Total Current Assets</b>	<b>1,151,036.00</b>	<b>363,644.18</b>
Fixed Assets		
1525 . New Church 221-4 Ave	856,244.13	856,244.13
1540 . Building - Rectory	420,500.00	420,500.00
1640 . Furnishings - Church	39,372.71	37,456.91
1660 . Furnishings - Rectory	22,355.75	20,310.42
1680 . Office Equipment	28,359.15	26,574.17
1690 . Office Furnishings	8,716.95	7,720.50
1695 . Other Equipment	7,024.27	7,024.27
1700 . Sound System	5,615.48	4,701.24
<b>Total Fixed Assets</b>	<b>1,388,188.44</b>	<b>1,380,531.64</b>
<b>TOTAL ASSETS</b>	<b>2,539,224.44</b>	<b>1,744,175.82</b>
<b>LIABILITIES &amp; EQUITY</b>		
Liabilities		
Current Liabilities		
Other Current Liabilities		
2230 . GST/HST Payable	-1,006.74	-1,499.46
2390 . Other Collections Trust		
2390.3 Typhoon Kammuri Relief	665.70	0.00
<b>Total 2390 . Other Collections Trust</b>	<b>665.70</b>	<b>0.00</b>
<b>Total Other Current Liabilities</b>	<b>-341.04</b>	<b>-1,499.46</b>
<b>Total Current Liabilities</b>	<b>-341.04</b>	<b>-1,499.46</b>
Long Term Liabilities		
2510 New Church Funds Def Rev		
2510.00 Approved Bdlg Fund Coll	973,816.98	874,582.94
2510.01 2014 Din & Act Income	37,845.00	37,845.00
2510.10 2014 Din & Act Expense	-5,774.62	-5,774.62
2510.15 2015 Din & Act Income	34,089.55	34,089.55
2510.20 2015 Din & Act Expense	-3,052.81	-3,052.81
2510.25 2016 Din & Act Income	61,320.90	61,320.90
2510.30 2016 Din & Act Expense	-3,871.86	-3,871.86
2510.31 2017 Din & Act Income	40,641.35	40,641.35
2510.32 2017 Din & Act Expense	-3,849.86	-3,849.86
2510.34 2018 Din & Act Income	36,183.85	36,183.85

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Accrual Basis

Sacred Heart R.C. Church (#910)  
Balance Sheet Prev Year Comparison  
As of December 31, 2019

	Dec 31, 19	Dec 31, 18
2510.35 2018 Din & Act Expense	-3,313.71	-3,313.71
2510.36 2019 Din & Act Income	37,248.00	0.00
2510.37 2019 Din & Act Expense	-4,258.53	0.00
2510.40 Guess Who's Coming to	3,125.10	2,745.10
2510.41 Golf Tournament	40,122.28	19,540.09
2510.42 Children's Church Colle	312.60	0.00
2510.43 Christmas Present	7,195.00	0.00
2510.44 Grey Cup Tkt Proceeds	2,111.35	0.00
2510.45 Grocery Cards	2,180.00	2,430.00
2510.75 Bottle Drive	1,657.40	0.00
2510.80 2019 Pledge Drive	617,126.91	0.00
2510.85 Loonies For Lent	2,077.89	0.00
2510.97 CF-SAV Interest Earned	10,624.01	0.00
2510.98 B/F Donations for IGA	381,475.00	381,475.00
2510.99 New Church Project Exp	-140,541.28	-139,460.28
<b>Total 2510 New Church Funds Def Rev</b>	<b>2,124,490.50</b>	<b>1,331,530.64</b>
<b>Total Long Term Liabilities</b>	<b>2,124,490.50</b>	<b>1,331,530.64</b>
<b>Total Liabilities</b>	<b>2,124,149.46</b>	<b>1,330,031.18</b>
<b>Equity</b>		
3500 . Parish Equity	414,144.64	168,050.57
Net Income	930.34	246,094.07
<b>Total Equity</b>	<b>415,074.98</b>	<b>414,144.64</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>2,539,224.44</b>	<b>1,744,175.82</b>



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Accrual Basis

Sacred Heart R.C. Church (#910)  
**Profit & Loss Prev Year Comparison**

January through December 2019

	Jan - Dec 19	Jan - Dec 18
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
<b>4! Collection</b>		
4010 . Envelopes	160,406.05	172,138.95
4020 . Loose	16,608.22	9,354.38
<b>Total 4! Collection</b>	177,014.27	181,493.33
41!! Other Collections	100.00	0.00
<b>42!! Donation/Grants</b>		
4210 . Bequests	2,000.00	0.00
4270 . Outside Organizations	1,500.00	0.00
<b>Total 42!! Donation/Grants</b>	3,500.00	0.00
<b>44!! Other</b>		
4440 . Expense Recoveries	1,049.60	0.00
4500 . Interest	3.95	15.38
4520 . Religious Education	1,842.00	750.00
4530 . Sale of Church Supplies	0.00	1,193.00
4550 . Stole Fees	0.00	1,050.00
4850 . Gain on Disp of Assets	0.00	258,794.24
4908 . Other Revenue	2,005.00	3,296.92
<b>Total 44!! Other</b>	4,900.55	265,099.54
<b>Total Income</b>	185,514.82	446,592.87
<b>Expense</b>		
<b>50!! Salaries</b>		
5010 . Salaries	49,162.50	60,682.65
5020 . Benefits	11,541.97	13,993.92
5030 . Other Personnel Expense	6,470.00	0.00
<b>Total 50!! Salaries</b>	67,174.47	74,676.57
<b>51!! Maint</b>		
5102 . Church - Repair	1,745.24	0.00
5104 . Church - Gas & Power	13,152.45	13,832.32
5106 . Church - Water	1,107.52	1,038.36
5122 . Rectory - Repairs	926.25	1,236.65
5124 . Rectory - Gas	1,206.78	1,207.39
5126 . Rectory - Power	2,019.83	1,870.28
5128 . Rectory - Water	1,311.11	1,274.27
5142 . Grounds Maintenance	7,987.48	4,806.95
5148 . Insurance	6,348.16	5,895.31
5149 . Janitorial Supplies	389.03	79.71
5162 . Property Taxes	3,317.58	6,064.76
5188 . Other Operating Expens...	323.78	910.13
<b>Total 51!! Maint</b>	39,835.21	38,216.13
<b>519! Rectory</b>		
5190 . Household-Groceries	10,960.23	11,342.44
5194 . Household - Supplies	664.54	0.00
<b>Total 519! Rectory</b>	11,624.77	11,342.44

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02/24/20

Accrual Basis

Sacred Heart R.C. Church (#910)  
**Profit & Loss Prev Year Comparison**

January through December 2019

	Jan - Dec 19	Jan - Dec 18
<b>52!! Admin/Office</b>		
5204 . Auto Expense - Clergy	2,542.48	2,890.45
5252 . Advertising	477.53	569.88
5254 . Bank Charges/Interest	2,464.63	2,047.29
5258 . Diocesan Support	26,631.00	19,706.88
5260 . Entertainment/Hosp	433.96	2,450.68
5262 . Equipment Maintenance	200.80	0.00
5282 . Office Supplies	6,639.33	3,208.06
5283 . Professional Fees	5,932.39	0.00
5284 . Postage	1,818.29	1,671.75
5286 . Supplies/Admin - Other	2,921.61	400.00
5288 . Telephone and Fax	4,546.64	5,148.62
<b>Total 52!! Admin/Office</b>	<b>54,608.66</b>	<b>38,093.61</b>
<b>53!! Programs</b>		
5302 . Adult Education	405.67	190.36
5307 . Baptism Supplies	0.00	283.80
5311 . Children Educ Supplies	319.28	1,679.00
5330 . Confirmation Supplies	70.51	0.00
5335 . Religious Education	1,749.30	337.80
5336 . Religious Educ Supplies	34.57	0.00
5350 . Church Supplies	4,563.62	6,087.11
5352 . Committee Expenses	0.00	768.22
5356 . Ministry, Train, Seminar	1,881.72	1,073.08
5366 . Musical Expense	1,302.78	2,664.98
5368 . Parish Fund Raising Cost	106.85	0.00
5370 . Parish Socials	0.00	268.12
5374 . Sacristy	708.26	376.32
5376 . Travel & Accommodation	0.00	1,066.35
5390 . Other Church Expenses	-1.19	2,504.26
<b>Total 53!! Programs</b>	<b>11,141.37</b>	<b>17,299.40</b>
<b>58!! Donations</b>		
5852 . Other Donations	200.00	0.00
<b>Total 58!! Donations</b>	<b>200.00</b>	<b>0.00</b>
<b>Reconciliation Discrepancies</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Expense</b>	<b>184,584.48</b>	<b>179,628.15</b>
<b>Net Ordinary Income</b>	<b>930.34</b>	<b>266,964.72</b>
<b>Other Income/Expense</b>		
<b>Other Expense</b>		
83!! . Approved Capital Expense		
8300 . Interest on CF Loan	0.00	21,620.65
8310 . B/F - Fund Rasing Expns	0.00	-750.00
<b>Total 83!! . Approved Capital Exp...</b>	<b>0.00</b>	<b>20,870.65</b>
<b>Total Other Expense</b>	<b>0.00</b>	<b>20,870.65</b>
<b>Net Other Income</b>	<b>0.00</b>	<b>-20,870.65</b>
<b>Net Income</b>	<b>930.34</b>	<b>246,094.07</b>

BUDGET FORECAST FOR SACRED HEART PARISH #910  
FOR YEARS 2020 TO 2025  
UNAUDITED

	Jan - Dec 2020	Jan - Dec 2021	Jan - Dec 2022	Jan - Dec 2023	Jan - Dec 2024	Jan - Dec 2025
Ordinary Income/Expense						
Income						
4! Collection						
4010 . Envelopes	169,038.25	183,859.38	199,455.86	210,342.26	221,500.81	227,038.33
4020 . Loose	14,246.27	10,609.44	10,874.68	11,146.55	11,425.21	11,710.84
Total 4! Collection	183,284.52	194,468.82	210,330.54	221,488.80	232,926.02	238,749.17
44! Other						
4160 . Welfare	5.00					
4500 . Interest revenue	4,191.11					
4520 . Religious Education	1,842.00	787.97	807.67	827.86	848.56	869.77
4530 . Sale of Church Supplies		1,006.50	1,031.66	1,057.45	1,083.89	1,110.99
4550 . Stole Fees		1,103.16	1,130.74	1,159.00	1,187.98	1,217.68
4908 . Other Revenue		262.66	269.22	275.95	282.85	289.92
4909 . Chausable		1,245.67	1,276.82	1,308.74	1,341.45	1,374.99
4908 . Other Revenue - Other	2,005.00	1,508.33	1,546.04	1,584.69	1,624.31	1,664.91
Total 4908 . Other Revenue	2,005.00	1,508.33	1,546.04	1,584.69	1,624.31	1,664.91
Total 44! Other	8,043.11	4,405.95	4,516.10	4,629.00	4,744.73	4,863.35
Total Income	191,327.63	198,874.77	214,846.64	226,117.81	237,670.75	243,612.52
Expense						
50! Salaries						
5010 . Salaries	61,009.00	62,534.23	64,097.58	65,700.02	67,342.52	69,026.08
5020 . Benefits	13,121.44	13,449.48	13,785.71	14,130.36	14,483.61	14,845.70
Total 50! Salaries	74,130.44	75,983.70	77,883.29	79,830.38	81,826.14	83,871.79
51! Maint						
5102 . Church repairs	263.98					
5104 . Church - Gas & Power	10,621.61	13,012.84	15,000.00	15,375.00	15,759.38	16,153.36
5106 . Church - Water	1,006.04	1,001.00	1,300.00	1,332.50	1,365.81	1,399.96
5122 . Rectory - Repairs	1,299.91	1,157.89	1,186.84	1,216.51	1,246.92	1,278.10
5124 . Rectory - Gas	1,162.99	1,133.83	1,300.00	1,332.50	1,365.81	1,399.96
5126 . Rectory - Power	1,938.88	1,770.64	2,100.00	2,152.50	2,206.31	2,261.47
5128 . Rectory - Water	1,274.58	1,236.47	1,300.00	1,332.50	1,365.81	1,399.96
5142 . Grounds Maintenance	7,848.42	4,209.80	4,315.05	4,422.92	4,533.50	4,646.83
5148 . Insurance	6,100.00	5,983.64	6,133.23	6,286.56	6,443.72	6,604.81
5149 . Janitorial Supplies	247.18	83.75	400.00	410.00	420.25	430.76
5162 . Property Taxes	3,500.00	4,727.81	4,846.01	4,967.16	5,091.34	5,218.62
5188 . Other Operating Expenses	323.78	839.93	1,000.00	1,025.00	1,050.63	1,076.89
Total 51! Maint	35,587.37	35,157.61	38,881.12	39,853.15	40,849.48	41,870.72
519! Rectory						
5190 . Household-Groceries	11,145.25	11,297.36	11,579.79	11,869.29	12,166.02	12,470.17
5194 . Household -supplies	386.27					
Total 519! Rectory	11,531.52	11,297.36	11,579.79	11,869.29	12,166.02	12,470.17
52! Admin/Office						
5204 . Auto Expense - Clergy	3,084.90	2,704.66	2,772.27	2,841.58	2,912.62	2,985.43
5252 . Advertising	656.90	540.58	554.09	567.94	582.14	596.70
5254 . Bank Charges/Interest	2,095.30	1,698.28	1,740.74	1,784.26	1,828.86	1,874.59
5258 . Diocesan Support	27,743.00	27,000.00	27,500.00	27,500.00	28,187.50	28,892.19
5260 . Entertainment/Hosp	1,925.91	2,020.45	2,070.96	2,122.73	2,175.80	2,230.19
5262 . Equipment maintenance	200.80					
5282 . Office Supplies	3,973.77	3,342.70	3,800.00	3,895.00	3,992.38	4,092.18

							Schedule #4
5283 . Professional fees	5,390.00						
5284 . Postage	374.01				2,357.50		2,476.85
5286 . Supplies/Admin - Other	1,726.19		2,300.00				
5288 . Telephone and Fax	4,608.78		5,104.77		5,232.39		5,497.28
Total 52!! Admin/Office	51,779.56	44,043.31	45,842.84	46,301.41	47,458.94		48,645.42
53!! Programs							
5302 . Adult Education	289.48						
5307 . Baptism Supplies		200.00	205.00	210.12	215.37		220.76
5311 . Children Educ Supplies		298.17	305.62	313.26	321.09		329.12
5315 . Confirmation supplies	70.51	1,764.00	1,808.10	1,853.30	1,899.63		1,947.13
5335 . Religious Education	1,749.30						
5336 . Religious Education supplies	34.57		363.77	372.87	382.19		391.74
5350 . Church Supplies	6,038.74		6,555.15	6,719.03	6,887.01		7,059.18
5352 . Committee Expenses		807.11	827.29	847.97	869.17		890.90
5356 . Ministry, Train, Seminar	1,842.25	1,127.40	1,155.59	1,184.48	1,214.09		1,244.44
5366 . Musical Expense	3,324.68	2,799.89	2,869.89	2,941.64	3,015.18		3,090.56
5370 . Parish Socials	106.85	281.69	288.74	300.00	300.00		300.00
5374 . Sacristy	579.76	395.37	405.26	415.39	425.77		436.42
5376 . Travel & Accommodation		1,120.33	1,148.34	1,177.05	1,206.48		1,236.64
5390 . Other Church Expenses	2,382.37	2,631.04	2,696.81	3,500.00	3,587.50		3,677.19
Total 53!! Programs	16,418.51	18,175.18	18,629.56	20,335.11	20,823.49		21,344.08
5852 . Other donations	200.00						
Total Expense	189,647.40	184,657.17	192,816.61	198,189.33	203,124.07		208,202.17
Net Ordinary Income	1,680.23	14,217.60	22,030.03	27,928.47	34,546.68		35,410.35
Other Income/Expense							
Building fund collections (pledges, etc	940,000.00	930,000.00	930,000.00	930,000.00	930,000.00		930,000.00
or Loans from the Diocese							
Fund raising	A	60,000.00	70,000.00	70,000.00	70,000.00		70,000.00
Other Expense							
83!! . Approved Capital Expense	2,000.00	1,575.94	1,615.34	1,655.72	1,697.11		2,000.00
8300 . Interest on CF Loan			22,000.00	28,000.00	28,000.00		40,000.00
Total 83!! . Approved Capital Expense	2,000.00	1,575.94	23,615.34	29,655.72	29,697.11		42,000.00
Total Other Expense	2,000.00	1,575.94	23,615.34	29,655.72	29,697.11		42,000.00
Net Other Income	998,000.00	998,424.06	476,384.66	470,344.28	470,302.89		458,000.00
Net cash flow for operations and building fund	999,680.23	1,012,641.67	498,414.70	498,272.75	504,849.57		493,410.35
MONIES TRANSFERRED TO DIOCESE FOR BU	1,000,000.00	1,000,000.00	500,000.00	500,000.00	500,000.00		493,410.35
NET CASH INFLOW/OUTFLOW	319.77	12,641.67	1,585.30	1,727.25	4,849.57		

2020 numbers have been modified to agree to the budget submitted to the Diocese. Previously projected Net ordinary income in the five year projection was \$19,881.40. The Diocesan support payments, professional fees and other minor expense increases accounted for the difference. Other modifications in our five year forecast relates to salaries which have been adjusted higher from the previous five year forecast. As well, the Diocesan support expense has been adjusted higher compared to the previous five year forecast.

Loan interest is based on 4% interest on the outstanding Central Fund Loan balance.

A Separated out pledges from fundraising.

Schedule #5

