



Parish Annual Financial Report

Fiscal Year 2016-2017

Published September 2017

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Message from the Parish Finance Council President

Dear Fellow Parishioners,

I wish to thank you all very much for your generosity this past year. Parish support for 2016-2017 increased by 7% over the previous year. This allowed us to meet our on-going operational costs without needing to rely on our line of credit.

In addition, you provided almost \$110,000 toward various diocesan collections. You were also very generous within our parish with \$106,000 collected for St. Margaret Mary local and international mission needs. The one area where we did not meet our goal was the Bishop's Appeal. We fell about \$4,000 short, which is the first time we have not met our goal in many years. Please see page 5 for information on specific collections.

Last year we began including a capital improvements offering envelope allowing you to direct dollars specifically for our capital improvement needs. Capital improvement funds were used to make emergency repairs to the roof and replace the Reed Street exit door. In addition, we now have \$3,500 set aside for replacement of the parking lot and an additional \$11,700 for church roof replacement when those repairs become necessary. Each of these projects are expected to cost \$100,000.

Our approved budget for 2017-2018 calls for a 1.2% increase over last year. Some immediate capital improvement needs and additional support for St. Mary Catholic Schools are the primary drivers for this increase. Our parish staff continues to do a great job in managing expenses, which allows us to minimize any budget increase. A small increase in giving by each of us will help meet our 2017-2018 budget without placing a large burden on any one individual or group.

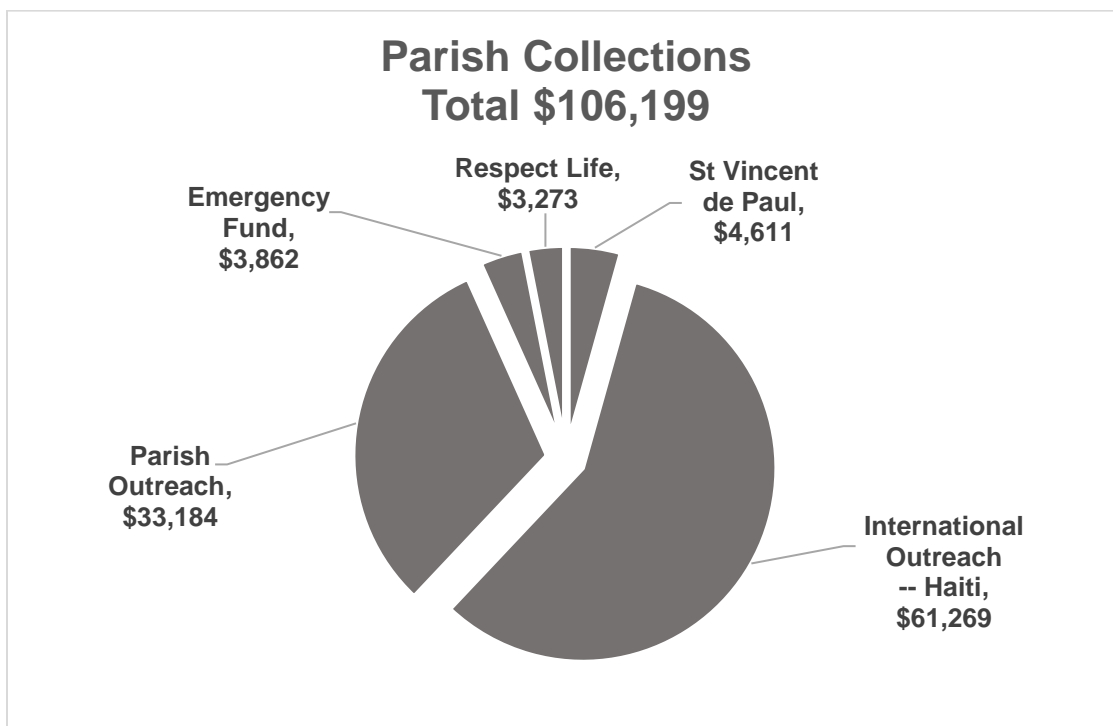
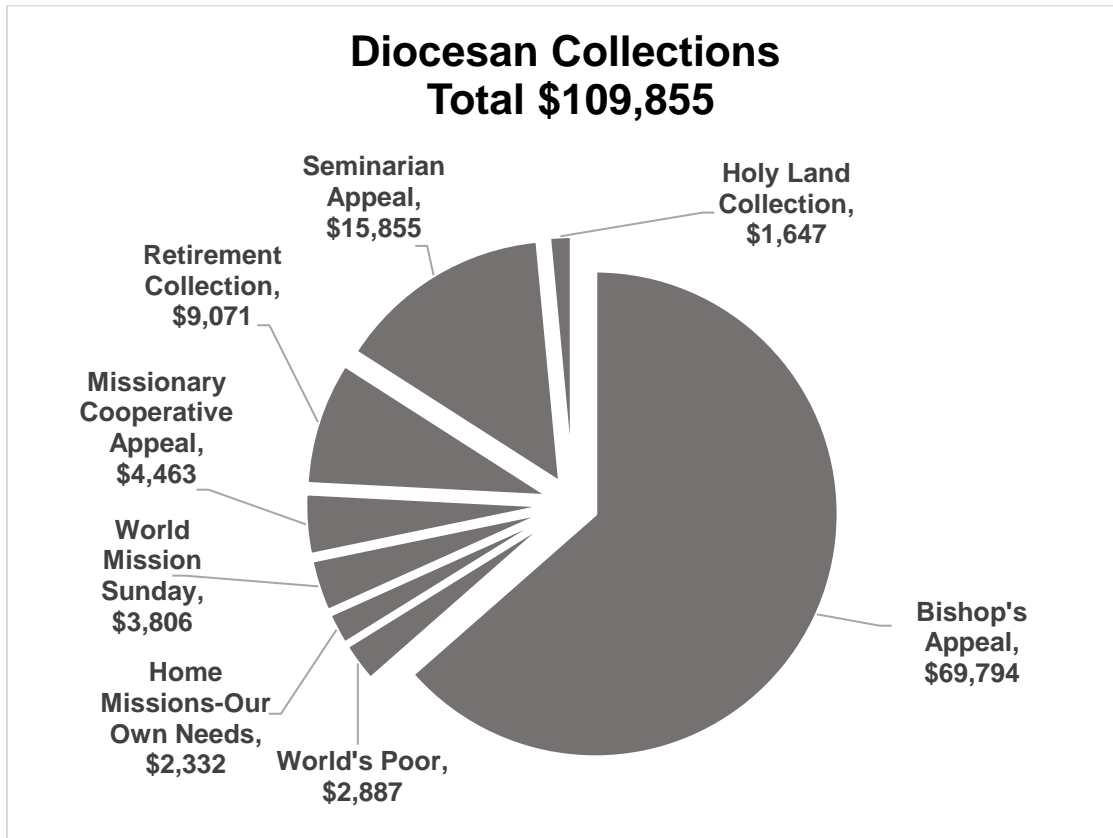
Again, thank you for your generosity in 2016-2017. St. Margaret Mary Parish is surely living out our mission of "Encounter, Follow & Share Jesus".

May God bless you all,

Dennis Durocher
St. Margaret Mary Finance Council 2016-2017

Parish Generosity

The charts below reflect contributions collected for special parish or diocesan collections. These collections are a pass through, which means funds are collected and then disbursed for the indicated cause. Thus, they have no impact on parish finances.



Financial Statements for Restricted Parish Collections

Below are the financial statements for International Outreach-Haiti, Parish Outreach, Parish Emergency Fund and Respect Life.

International Outreach - Haiti Program Inception through June 30, 2017

Contributions

| | |
|-------------------------------------|--------------------|
| Received sporatically | \$50,399.30 |
| Fund drive (3/1/17 thru 4/23/17) | \$33,684.60 |
| Total Contributions Received | \$84,083.90 |

Expenditures

Haiti Support:

| | |
|--|--------------------|
| Security Wall | \$19,580.00 |
| Cover for Outdoor Worship Area | \$1,225.00 |
| School | \$4,116.39 |
| Humanitarian Aid (food bars, baby formula, etc.) | \$3,890.41 |
| Utility assistance | \$1,135.00 |
| Distributed by Haiti travelers | \$1,000.00 |
| Donation to Friends of Haiti | \$500.00 |
| Liturgical items (hosts) | \$125.00 |
| Total Haiti Support | \$31,571.80 |

Administrative Expenses:

| | |
|--------------------------------------|-------------------|
| Printing | \$240.04 |
| Wire fees | \$384.50 |
| Shipping | \$188.37 |
| Stock sale fees from stock donations | \$181.16 |
| Meeting expenses | \$76.22 |
| Miscellaneous | \$4.70 |
| Total Administrative Expenses | \$1,074.99 |

Total Expenditures \$32,646.79

Account Balance \$51,437.11

Parish Outreach

| | Fiscal Year 2016-2017 |
|------------------------------------|----------------------------------|
| Beginning Account Balance | <u>\$12,570.74</u> |
| Contributions Received: | |
| Parish Outreach Collection | \$31,133.64 |
| Christmas Scrip Collection | <u>\$2,050.00</u> |
| Total Contributions | <u>\$33,183.64</u> |
| Support Provided: | |
| Back-to School Scrip cards | \$5,000.00 |
| Louisiana Flood Relief | \$1,000.00 |
| Thanksgiving Scrip cards | \$4,500.00 |
| Christmas Scrip cards | \$5,106.99 |
| February Scrip cards | \$5,000.00 |
| Easter Scrip cards | \$5,000.00 |
| YNIA Service Trip | \$500.00 |
| Father Carr's Place To B | \$500.00 |
| Homeless Connections | \$500.00 |
| St. Joseph Food Pantry | \$500.00 |
| Tri-County Community Dental Clinic | \$500.00 |
| Womankind Medical Clinic | \$500.00 |
| St. Vincent de Paul | \$1,000.00 |
| Spiritus | \$500.00 |
| Veteran's Voices | <u>\$500.00</u> |
| Total Support Provided | <u>\$30,606.99</u> |
| Ending Account Balance | <u>\$15,147.39</u> |

Emergency Fund

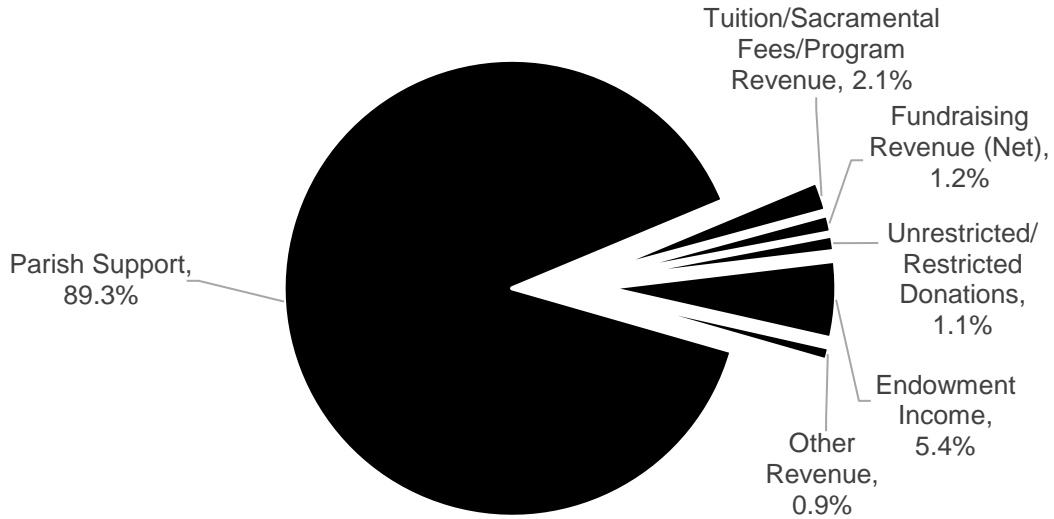
| | Fiscal Year 2016-2017 |
|--------------------------------------|----------------------------------|
| Beginning Account Balance | <u>\$916.14</u> |
| Contributions Received: | |
| Donations | \$1,290.00 |
| Memorials | <u>\$2,572.35</u> |
| Total Contributions | <u>\$3,862.35</u> |
| Emergency Assistance Provided | <u>\$2,729.77</u> |
| Ending Account Balance | <u>\$2,048.72</u> |

Respect Life

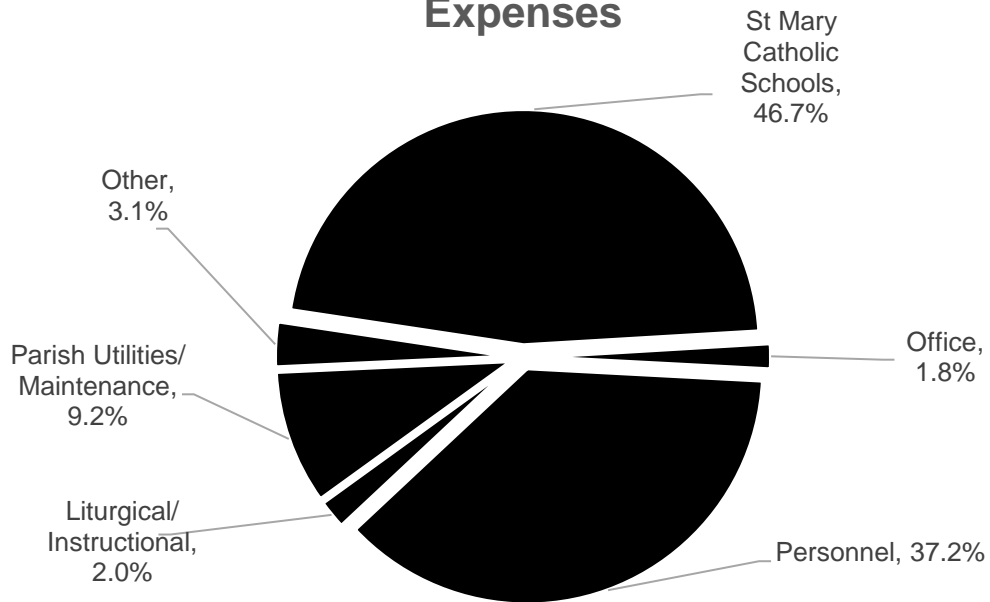
| | Fiscal Year 2016-2017 |
|-------------------------------------|----------------------------------|
| Beginning Account Balance | <u>\$2,165.34</u> |
| Contributions Received: | |
| Baby Bottle Collection | \$2,203.28 |
| Mother's Day Rose Sale | \$700.00 |
| Father's Day Candy Bar Sale | <u>\$370.00</u> |
| Total Contributions | <u>\$3,273.28</u> |
| Support Provided: | |
| Wisconsin Right to Life | \$1,247.26 |
| Mother & Unborn Baby Care | \$1,094.52 |
| Neenah/Menasha Respect Life | \$375.00 |
| Booklets distributed with rose sale | <u>\$45.00</u> |
| Total Support Provided | <u>\$2,761.78</u> |
| Ending Account Balance | <u>\$2,676.84</u> |

Parish Operational Income and Expense Breakdowns

Parish Support



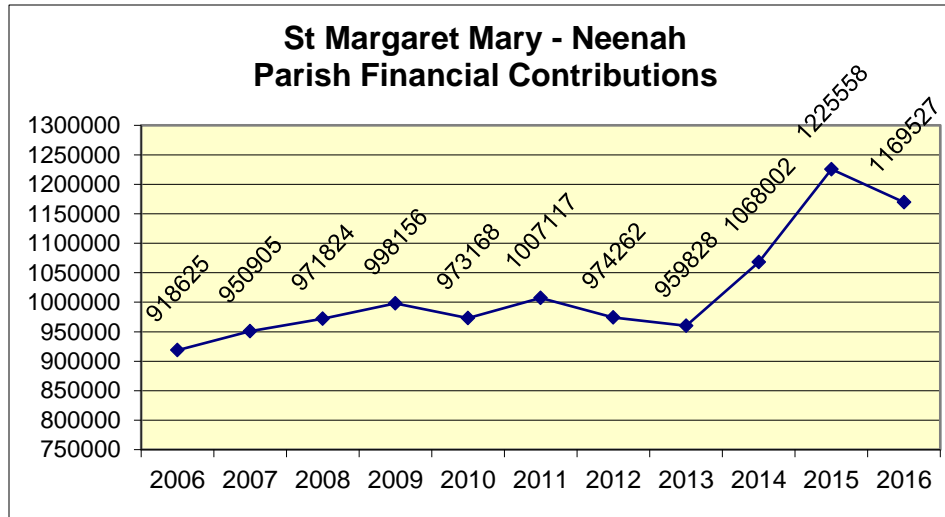
Expenses



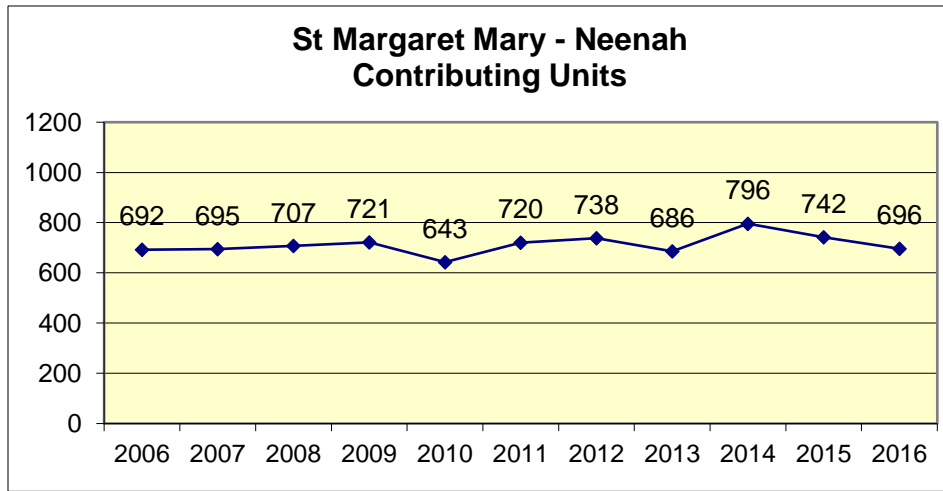
Parish Financial Trends

The Parish Financial Contributions and Contributing Units charts below are provided by the diocese and reflect information through the 2015-2016 fiscal year.

Parish contributions trended upward in 2014 and 2015 as a result of the increased offertory program which was used to help eliminate the debt carried by St. Margaret Mary at that time. The momentum of the increased offertory program was not maintained with contributions in 2015-2016 decreasing by \$56,000 compared to 2014-2015. However, contributions rebounded in 2016-2017, ending the year with \$1,254,446 of parish support, exceeding the 2015 level.



The number of contributing units (\$100 or more) stabilized during 2016-2017. Although total contributing units decreased by 28, 21 of them were non-contributors. The number of contributors of \$2,500 or more increased by 7.



| Contribution Range | # Families | |
|-----------------------|--------------|--------------|
| | FY 15-16 | FY 16-17 |
| 0.00 | 481 | 460 |
| .01-100.00 | 109 | 93 |
| 100.01-500.00 | 215 | 209 |
| 500.01-1,000.00 | 148 | 156 |
| 1,000.01-2,500.00 | 205 | 205 |
| 2,500.01-5,000.00 | 75 | 80 |
| 5,000.01-10,000.00 | 25 | 26 |
| 10,000.01+ | 10 | 11 |
| Total Families | 1,268 | 1,240 |

St. Margaret Mary Parish
Statement of Changes in Net Income (Operating Income)
For the Periods Ending June 30, 2016 and June 30, 2017

| <u>Income</u> | <u>2015-2016</u> | <u>2016-2017</u> | <u>2016-2017 Annual Budget</u> |
|--|--------------------|--------------------|--|
| Parish Support | \$1,169,527 | \$1,254,446 | \$1,226,848 |
| Mass Stipends/Stole Fees | \$5,480 | \$5,400 | \$5,000 |
| Tuition/Sacramental Fees/Program Revenue | \$33,003 | \$28,290 | \$29,300 |
| Fundraising Revenue (Net) | \$17,386 | \$17,199 | \$18,000 |
| Unrestricted/Restricted Donations | \$16,586 | \$15,291 | \$54,000 |
| Endowment Income | \$75,350 | \$76,519 | \$75,000 |
| Other Revenue | \$11,917 | \$7,300 | \$4,300 |
| Total Income | \$1,329,249 | \$1,404,445 | \$1,412,448 |
| <u>Expenses</u> | | | |
| Personnel Expenses | | | |
| Compensation and Taxes | \$423,795 | \$400,242 | \$426,300 |
| Benefits | \$94,255 | \$97,021 | \$105,370 |
| Total Personnel Expenses | \$518,050 | \$497,263 | \$531,670 |
| Liturgical/Instructional Expenses | | | |
| Liturgical Services/Supplies | \$13,987 | \$10,951 | \$13,000 |
| Instructional Materials/Supplies | \$11,430 | \$9,238 | \$12,000 |
| Meetings/Workshops/Hospitality | \$8,740 | \$6,698 | \$6,750 |
| Total Liturgical/Instructional Expenses | \$34,157 | \$26,887 | \$31,750 |
| Parish Utilities/Maintenance Expenses | | | |
| Utilities | \$31,152 | \$31,723 | \$34,500 |
| Building/Grounds Maintenance and Insurance | \$97,658 | \$91,594 | \$102,048 |
| Total Parish Utilities/Maintenance Expenses | \$128,810 | \$123,317 | \$136,548 |
| Other Expenses | | | |
| Office Supplies and Equipment | \$20,444 | \$8,700 | \$13,050 |
| Postage/Printing/Advertising | \$13,494 | \$12,315 | \$12,300 |
| Telephone and Communications | \$3,983 | \$2,678 | \$3,500 |
| Interest Expense | \$76 | \$38 | \$3,100 |
| Miscellaneous Expenses | \$14,164 | \$10,946 | \$7,800 |
| Diocesan Assessment | \$29,527 | \$30,708 | \$30,708 |
| Total Other Expenses | \$81,688 | \$65,385 | \$70,458 |
| St. Mary Catholic Schools Support | | | |
| Educational/Tuition Subsidies | \$503,489 | \$536,616 | \$557,232 |
| Utilities | \$30,875 | \$31,111 | \$34,000 |
| Buildings/Grounds Maint (Net) and Insurance | \$55,069 | \$56,315 | \$50,790 |
| Total St. Mary Catholic Schools Support | \$589,433 | \$624,042 | \$642,022 |
| Total Expenses | \$1,352,138 | \$1,336,895 | \$1,412,448 |
| Net Profit (Loss) | \$(22,889) | \$67,550 | \$0 |

St. Margaret Mary Parish
Statements of Net Assets (Balance Sheet)*
June 30, 2016 and June 30, 2017

| | 6/30/2016 | 6/30/2017 |
|--|--------------------|--------------------|
| <u>ASSETS</u> | | |
| Current Assets: | | |
| Cash | \$20,312 | \$107,701 |
| Investments | \$1,493,280 | \$1,609,395 |
| Accounts Receivable | \$143 | \$6,386 |
| Tuition Receivable | \$3,814 | \$3,757 |
| Total Current Assets | \$1,517,549 | \$1,727,239 |
| Other Assets: | | |
| Scrip Certificates | \$13,020 | \$10,570 |
| Prepaid Expenses | \$5,496 | \$7,407 |
| Total Other Assets | \$18,516 | \$17,977 |
| TOTAL ASSETS | \$1,536,065 | \$1,745,216 |
| <u>LIABILITIES and FUND BALANCE</u> | | |
| Liabilities: | | |
| Accounts Payable | \$11,632 | \$14,437 |
| Accrued Payroll and Taxes | \$1,402 | \$1,243 |
| Funds Held for Others | \$20,961 | \$51,437 |
| Restricted Contributions | \$62,572 | \$73,863 |
| Deferred Tuition Revenues | \$4,449 | \$4,060 |
| Endowment Fund Balance | \$1,493,280 | \$1,609,395 |
| Line of Credit Payable | \$19,638 | \$0 |
| Total Liabilities | \$1,613,934 | \$1,754,435 |
| Total Fund Balance | (\$77,869) | \$(9,219) |
| TOTAL LIABILITIES and FUND BALANCE | \$1,536,065 | \$1,745,216 |

* Excludes land, buildings, furniture and equipment valued at \$17,221,000.

Schedule of Changes in Fund Balance

This schedule summarizes fund balance changes during the 2016-2017 fiscal year.

| St. Margaret Mary Parish | |
|--|-------------------|
| Schedule of Changes in Fund Balance | |
| for the Year Ending June 30, 2017 | |
| Balance-July 1, 2016 | (\$77,869) |
| Add net operating income (loss) for the period | \$67,550 |
| Other adjustments | \$1,100 |
| Balance-June 30, 2017 | (\$9,219) |

Schedule of Changes in Endowment Fund

This schedule summarizes endowment fund contributions, investment returns and withdrawals during fiscal year 2016-2017.

| St. Margaret Mary Parish | |
|--|--------------------|
| Schedule of Changes in Endowment Fund | |
| for the Year Ending June 30, 2017 | |
| Balance-July 1, 2016 | \$1,493,279 |
| add Gifts Received | \$10,395 |
| add Net Capital Gains (Losses) less Fees | \$182,240 |
| less Allocated Draw for Operations | (\$76,519) |
| Balance-June 30, 2017 | \$1,609,395 |

St. Margaret Mary Parish
Notes to Financial Statements
For the Fiscal Year Ended June 30, 2017

Statement of Net Assets (Balance Sheet)

1. The assets and liabilities of the parish are segregated into three categories: General (unrestricted), General (restricted) and Endowment.
 - a. The General (unrestricted) category includes the assets and liabilities related to the ongoing operations of the parish and the various programs it sponsors.
 - b. The General (restricted) category includes assets and liabilities for which the donor has indicated the use/purpose of the funds.
 - c. The Endowment category represents designated accumulated contributions to be maintained in perpetuity for the long-term benefit of the parish. Investment professionals from the trust departments at Associated Bank and Vanguard, and three Endowment Trustees appointed by the pastor, manage the assets of the Endowment Fund. A percentage of the average balance is allocated to the parish each year to assist with general parish expenses.
2. Property and Equipment – Due to Diocesan policy, the parish has followed a modified cash basis of accounting. Under this method of accounting, property and equipment are expensed when purchased rather than being carried as an asset on the balance sheet. The parish's property and equipment are valued at \$17,221,000 and insured for a replacement value of \$19,304,676.

Statement of Changes in Net Assets (Income Statement)

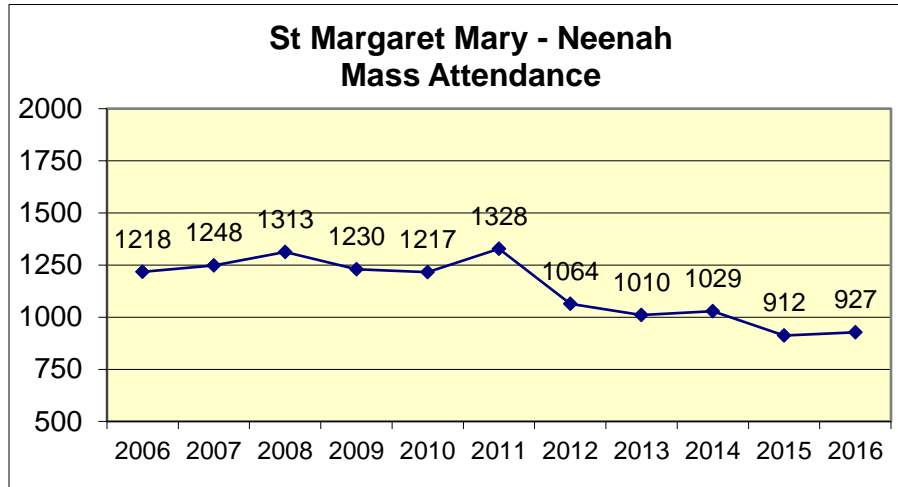
1. Parish Support – This account represents general parishioner contributions made through weekly church envelopes and cash offertory collections.
2. Tuition/Sacramental Fees/Program Revenue – This account represents tuition and fees supporting the religious education and other parish programs.
3. Fundraising Revenue – This account represents the various fund-raising activities of the parish, including income from SCRIP and the Alleluia Raffle.
4. Restricted Donations – This account represents funds received where the donor specified the use of the funds.
5. Endowment Income – This account represents income received from the endowment which is available for general parish operations. The income is calculated as 5% of the endowment funds average ending balance for the previous three fiscal years.
6. Other Revenue – This account consists of one-time sources of revenue. As such, revenues can vary significantly from year to year.
7. Personnel Expenses – This category of expenses represents all personnel related costs of the parish.
8. Liturgical/Instructional Expenses – This category of expenses represents costs related to parish worship and education programs.

9. Parish Utilities/Maintenance – This category of expenses represents costs associated with the utilities and maintenance of facilities and grounds for the church and parish center.
10. Other Expenses - This category of expenses represents office related expenses, as well as the cost of administrative support received from the diocese.
11. St. Mary Catholic Schools Support – This category of expense represents the support St. Margaret Mary provides to the St. Mary Catholic Schools (SMCS).

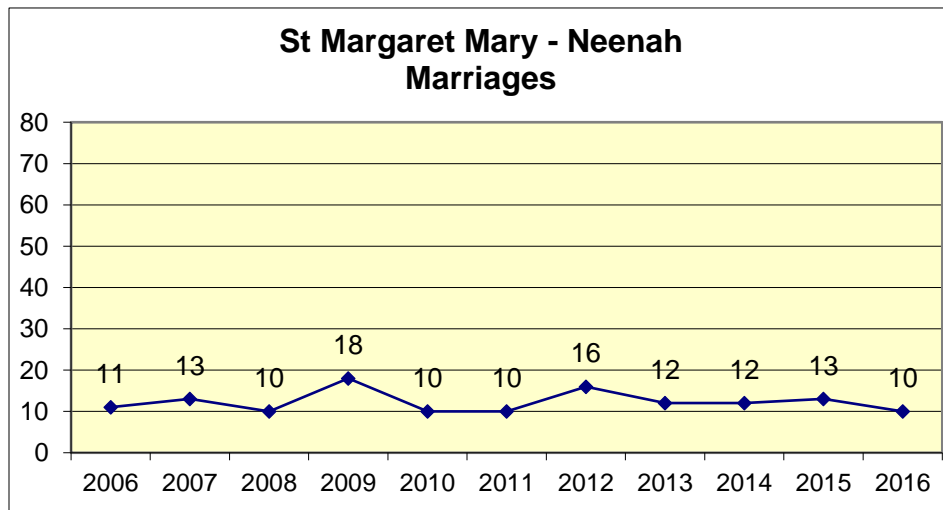
Parish Sacramental Trends

Parish sacramental trend information provided by the diocese reflects fiscal year-end information. The most recent information available from the diocese is 2015-2016 data. Where available, fiscal year 2016-2017 information is noted in the narrative.

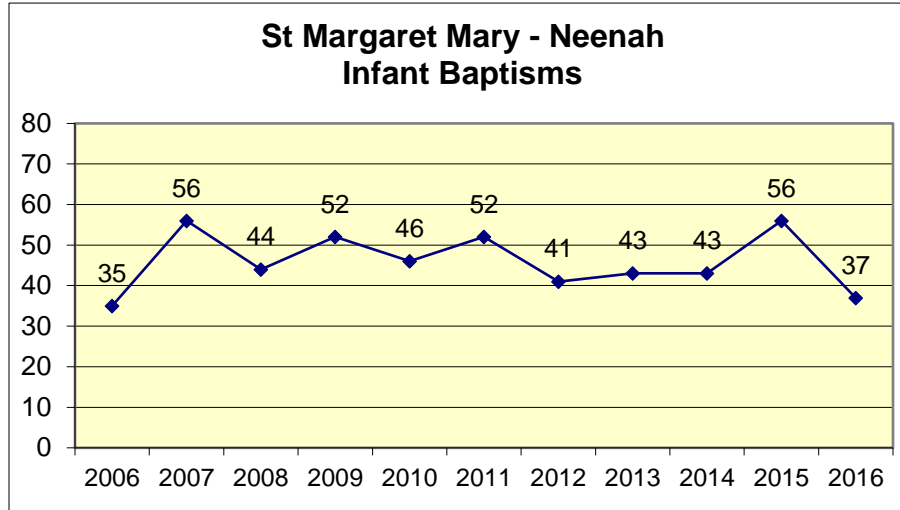
Mass attendance rebounded a bit in 2016, but continues to be well below those of the mid to late 2000s.



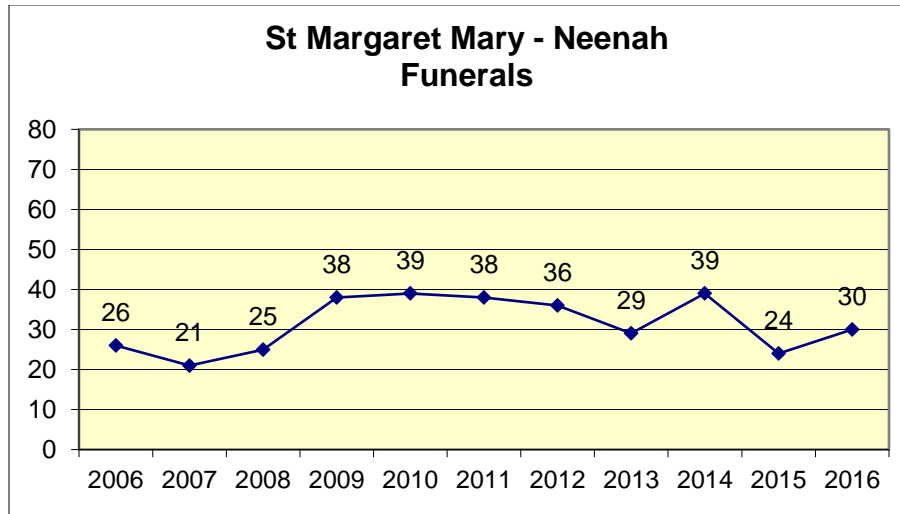
The number of marriages at the parish continues to be relatively consistent. For 2016, there were 10 marriages.



Infant baptisms spiked in 2015 at 56 for the year, but decreased to 37 in 2016.



There were 30 funerals during the 2015-2016 fiscal year.



Perpetual Eucharistic Adoration Chapel

St. Margaret Mary Parish is blessed to have the Perpetual Eucharistic Adoration Chapel on our campus. All 5 Neenah/Menasha Catholic parishes support the chapel with adorers that provide 24/7/365 prayer, as well as providing financial support for its operation.

Adoration Chapel Financial Statement

| | July 1, 2016 through June 30, 2017 |
|-----------------------------------|---|
| Beginning Cash Balance | \$6,814.73 |
| + Income | \$4,601.09 |
| - Expenses ¹ | (\$1,064.50) |
| Ending Cash Balance | <u>\$10,351.32</u> |
| Income received | |
| Donations | \$593.09 |
| Interest | \$8.00 |
| Income from parishes | \$4,000.00 |
| Total Income | <u>\$4,601.09</u> |
| Expenses | |
| Electricity | \$2,248.49 |
| Heat | \$675.28 |
| Water/Garbage Disposal | \$154.41 |
| Telephone | \$117.99 |
| Supplies/Maintenance ² | \$1,561.88 |
| Property/Liability Insurance | \$367.56 |
| Snow Removal | \$971.63 |
| Security Monitoring | \$0.00 |
| Scheduling System (Rotunda) | \$0.00 |
| Total Expenses | <u>\$6,097.24</u> |

2016-2017 Parish Trustees and Finance Council Members

TRUSTEES:

Howard Healy

hhealy@direnzolaw.com

Margie Weiss

margie@weisshealthgroup.com

PARISH FINANCE COUNCIL

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