

St. Clare Parish
Annual Meeting Minutes for Fiscal Year 2020-2021
November 13, 2021 (Approved Nov. 9, 2022 by Board of Trustees)

I. Opening Prayer – Father Brian

The meeting began at 6:30 p.m. with an opening prayer led by Father Brian Wideman.

There were 17 parishioners in attendance at the meeting, in addition to the following Parish leaders:

Kelly Bamke, Finance Minister	Fr. Brian Wideman, Pastor
Lisa Kohlman, Office & Facilities Manager	Bonnie Nockerts, Secretary Trustee
Karmen Lemke, Co-Chair of Finance Council	Julie Rohan, Treasurer Trustee
Anne Stemper, Coord. of Disciple Formation	

II. St. Clare Leadership and Staff

Father Brian reviewed the leadership, staff and councils that were in place during the fiscal year 2020-2021, noting changes that were made to the Treasurer Trustee during the year because of a trustee's personal health reasons.

III. Financials

Total net revenue was \$1,518,828 and expenses totaled \$1,310,870. The profit for the fiscal year was \$207,958. Father Brian explained that the St. Clare's Paycheck Protection Program (PPP) loan accounted for 62% of the 2020-2021 fiscal year's profit. This loan was turned into a grant and will not have to be paid back.

When reviewing the Operating Revenue and Expense Overview, Kelly mentioned that the Covid Related Revenues were gifts received specifically to cover additional expenses related to Covid, for example, for masks, extra cleaning supplies, etc. There was an increase in salaries and wages to cover the cost of additional aides at school. Each grade level at school was split into smaller groups because of Covid and so additional aides were needed. Father explained that the Diocesan Assessment (Cathedraticum) goes to pay diocesan salaries and all parishes are given an assessment. This is separate from the Bishop's Appeal which supports diocesan programs. The expenses listed under the category of Bad Debts Expenses (Write-offs) were made up of tuition write-offs. The school covered 71% of its expenses during the 2020-2021 fiscal year.

Father Brian noted that while the Parish Cash and Investments for the Parish is \$430,234, most of that amount (\$401,533) is held in Restricted accounts. The Cemetery and DMI (Deferred Maintenance) Accounts are also restricted accounts. There was an increase of \$120,243 in cash and investments that was due in large part to the ongoing DMI Collection and pledges coming in from the One by One Campaign.

IV. Parish Membership and Sacraments

The total registered households for the 2020-2021 fiscal year is down from the most recent year for which data was captured. Baptisms have increased in numbers from the past few years. Confirmation and marriage numbers have held steady. First Holy Communion and Funeral Numbers are lower than some of the recent past years.

V. Parish Councils, Committees, and Boards

A quick review of the various councils, committees and boards was done along with the many activities and goals accomplished during the fiscal year.

VI. Catholic Education at St. Clare

The number of students enrolled at St. Clare School was 110. Enrollment in the Discipleship Formation Program was 298 students in total—the elementary and middle school students numbered 197, while the high school students numbered 101.

VII. 2021-2022 St. Clare Leadership

The changes in the St. Clare Leadership from last fiscal year (2020-2021) to the current fiscal year (2021-2022) were reviewed.

VIII. Questions and Answers

Question: A parish member felt that other parishioners left the parish because there was no longer a 4:00pm Saturday Mass in Wrightstown. Would it be possible to have that Mass moved back to Wrightstown? (4pm Mass is currently held at the Askeaton site.)

Answer: Father said that it might be possible, but it would probably mean a change to having 3 Sunday Masses, and 1 Saturday Mass. There was some discussion of the history of that decision being made which was prior to Father Brian becoming pastor. Father Brian will bring this item for discussion to the Pastoral Council.

Question: When is Thanksgiving Mass?

Answer: 6:30 p.m. on Wednesday in Wrightstown and 9 a.m. Thursday in Wrightstown.

Comment: Thank you to Father Brian for all that you do. Also, thank you to Anne Stemper for all your hard work. The Discipleship Formation program has a lot of students and is important work serving our youth.

Response: The parish is looking to hire a part-time person to help in the office and a full time person who would be responsible for the High School Discipleship Formation program, Adult Faith formation and to work as a pastoral assistant to Father and the deacons.

IX. Closing Prayer

Father Brian led the meeting attendees in a prayer and the meeting concluded at 7:06 p.m.

Respectfully submitted by,
Bonnie Nockerts