



## **St. Charles Borromeo Church Annual Parish Report (9/1/2018-8/31/2019)**

November 15, 2019

Dear St. Charles Parish Family,

Last year, our parish issued a five-year strategic plan that emphasized (i) ministry to parishioners, (ii) community involvement, and (iii) lay leadership education. As St. Charles Borromeo's feast day approached on November 4, we thought it was a good time to take stock of all that has taken place over the last year, as well as how we together can plan for our future.

As given in our mission statement: *We, the family of Saint Charles Borromeo Parish, dedicate ourselves to our faith in God. We celebrate our faith through the Eucharist, proclaim our faith through the Gospel, and express our faith by seeking to build a community that is a living testimony of the power of God's love for His children.*

We believe that we, as a parish, are actively working to build that community here at St. Charles. The parish has been blessed with the ministry of our Pastor, Fr. William Smith (hereafter, Fr. Bill). Fr. Bill actively supports our faith needs and, with the generous support of Msgr. Al LoPinto and Fr. John Gribowich, works with us to build a strong spiritual and social community responsive to the needs of every parishioner whether young or old, single or married.

### **I. Ministry to Parishioners**

Our goals are to ensure that all parishioners feel welcome to participate and worship fully at St. Charles, that all parishioners' needs are met where they are on their spiritual journey, and that we have a parish family where all have a true feeling of belonging to our faith community.

Fr. Bill has so appropriately expressed that "belonging comes before believing," and so a major focus of our strategic plan has been on cultivating a sense of community:

- Meet and Greets are held after mass once a month, except over the summer. In the spirit of celebrating our community, we have held themed Meet and Greets such as Mardi Gras, Father's Day, and wedding cake celebrations for those married during the past year, a farewell for those relocating out of Brooklyn, and a Christmas celebration.
- The parish turned out in strength for our first ever cookout held in May to celebrate the 150<sup>th</sup> anniversary of the church building. Inspired by that response, we held a fall cookout and intend to make both the spring and fall cookouts annual events on the parish social calendar.
- The parish recently held our first Godparent Sunday Mass and celebration, which will also become an annual event.
- We are blessed to have a fabulous music ministry as a regular part of our worship, featuring song leader Ulises Solano, flutist Ann Bordley, and pianist Coco Leung, under the leadership of music director and pianist Sergio Sandi. This year, Sergio Sandi, our music director, performed at several concerts hosted at the parish. In addition, Ulises Solano has coordinated choirs full of talented volunteer parishioners for holidays and events, and he surprised our parish at our 150<sup>th</sup> anniversary Mass with a show-stopping solo performance from *Pagliacci*, which he had been performing professionally.
- We started an annual mailing of Christmas cards to newly married and baptized parishioners.

We are conscious that not everyone will be at St. Charles on any particular Sunday, either due to travel or health issues. Accordingly, several of our efforts are aimed at bringing St. Charles Borromeo to our parishioners wherever they are:

- Each week, our Media and Communications Ministry compiles and sends to all registered parishioners a digest of parish and community news and a commentary by Fr. Bill on the 1<sup>st</sup> Reading for each Sunday.



- Parishioners have many opportunities to experience our Masses and homilies. Since early 2019, audio recordings of the homilies and the Masses have been and continue to be available on our website. Transcripts of the homilies were added over the summer, and webcasting was recently added.
- On a regular basis, a team of parishioners visits our fellow parishioners who are homebound, in nursing homes, or in hospitals to bring them communion and fellowship and assure them that they remain valued members of our parish community. In 2019 so far, 5 parishioners have made a total of 50 such visits.

Worship and spiritual growth remain a core tenet of our parish events:

- We have continued our Advent and Lent faith sharing groups, and introduced a summer faith sharing group this year.
- During Lent, we provided daily opportunities for Eucharistic Adoration.
- We offer adult religious education (Rite of Christian Initiation of Adults or RCIA) at times convenient to meet the needs of professionals with travel schedules.
- Our volunteer catechists taught 80 children about our faith through the Family Faith Program.
- Sacramentally, we welcomed 33 newly baptized Catholics into our community in 2019. We witnessed 11 First Communions, and 18 confirmations. We celebrated two marriages in our parish and Fr. Bill prepared an additional 15 couples for marriage whose celebrations were held elsewhere. We mourned at five funerals.

## **II. Community Involvement**

Our goal is to interact and draw strength from neighboring churches in the deanery, interfaith and community organizations with common goals.

- We partnered with Grace Church, Brooklyn to host a Lenten book discussion on the meaning of the Crucifixion.
- We have supported parishioners' community and spiritual growth through parishioner-requested special lectures and programs featuring outside speakers discussing immigration, youth engagement, and Communion and Liberation. We recently launched "Between the Masses," a program where we will host regular lectures and discussions on topics of interest to our community, conveniently held between the Sunday morning Masses. The first lecture was given by Chaplain Barry Pitegoff on the spiritual and practical steps we should all consider for approaching the end of life.
- The parish hosted special collections to provide Christmas gift cards to St. Vincent's graduates and to support Catholic Charities immigration centers at the U.S. - Mexico border.
- We have taken the first steps toward a Community Outreach Program. Several parishioners have met with the social justice and community outreach leaders of the Oratory parishes of St. Boniface and Assumption to identify programs on which we can jointly collaborate.

## **III. Lay Leadership Education**

Our objective is to prepare for the demographic realities and train parishioners to perform the functions of the parish that do not require a priest:

- Lay ministries are active at St. Charles, and are growing—in 2019, we added nine more Eucharist Ministers and one more lector. Our lay ministries include Lector, Eucharistic Minister, Religious Education Teacher, Usher, Altar Server, Music Minister, Book Club, Parish Council, Finance Committee, Contribution Counting Team, Hospitality, Altar and Garden Committee, and Media and Communications Team. Many ministries hosted activity booths during our 150<sup>th</sup> anniversary celebration to invite parishioners to join and highlight their respective strengths. For example, the lectors hosted a reading booth for the children and shared a reading list of favorite books for the adults, the Parish Pastoral Council hosted a photo booth to capture the life and times of our parish and parishioners, and the Eucharistic Ministers, as the distributors of the "Bread of Life," baked and distributed dessert bread at their booth.
- When Father Bill or another priest has not been available to celebrate the 12:10 P. M. weekday Mass at St. Charles or the 1:30 P. M. Tuesday Mass at 55 Pierrepont Street, parishioners who are trained Eucharistic Ministers have conducted the Liturgy of the Word with Holy Communion.
- Parishioners have also led the Advent, Lent, and summer faith sharing groups and the Stations of the Cross.



#### **IV. Parish Improvements**

- At the recommendation of our Music Ministry, we selected and ordered a new Hymnal/Missal, *GIA Gather, Third Edition*, which was introduced on Sunday, November 3 – the eve of the Memorial of Saint Charles Borromeo.
- A narthex (open space) was created in the rear of the church to facilitate parish gatherings and meetings and has been instrumental for hosting our Meet and Greets.
- We have updated our office software and procedures under the guidance of our outstanding Parish Secretary, Blanca Anchundia-Toala.
- We initiated the Increased Offertory Campaign to ensure the parish can respond to parishioners' requests for spiritual and educational programs, support our Music Ministry, and cover the day-to-day operating expenses at St. Charles.
- Additional restroom facilities have been designed and are awaiting approval from Landmarks.

#### **V. We Need Your Help for Our Future Efforts**

We have a good deal more that we would like to do and we need you! Believe it or not, the current volunteer pool is small and is spread too thin to do it all. Below are some initiatives that we would like to focus on, but we'll need help:

- Expand our ministry of "bringing the parish" (i.e., communion and fellowship) to parishioners who cannot come to us.
- Create ministries for outreach to diverse and often underserved segments of our parish (20s/30s group, teens, seniors).
- Partner with the Oratory parishes of St. Boniface and Assumption on social justice and community outreach efforts.
- Continue and expand our hospitality programs and initiate a formal Hospitality Committee.
- Build programs for and engage with the larger Brooklyn Heights community.
- Expand the pool of parishioners willing to assume positions of leadership in the parish. As part of this, we want to create job descriptions for all lay ministries and parish functions, including existing roles as well as for roles that do not need to be performed by a priest that laypersons may be called on to perform in the future.
- Continue to address the accessibility needs of our parish with improved wheelchair and stroller access, hearing accessibility, and ensure we make parishioners aware that gluten-free hosts are available.
- Develop our concert program once the additional and ADA-compliant restrooms are built.
- Broaden the adoption of our on-line giving and pledging program to provide for more accurate planning.
- Update our parish registration program and database for both more effective communication and a more accurate representation of who we are.

We are here to meet each person wherever they are on their own personal journey of faith. In our Catholic faith, the Sacraments are the milestones in this journey.

We hope you agree that it has been an active year at St. Charles, filled with programs and activities planned to meet the spiritual and social needs of the entire St. Charles Parish Family. Our goal is to ensure that all parishioners feel a sense of belonging to our Parish Family; however, we can only be successful if we all participate and contribute to the extent that we can. Please share your interests, treasure, time, and talents with St. Charles, as that will be the key to our continued success.

Faithfully Yours in Christ,

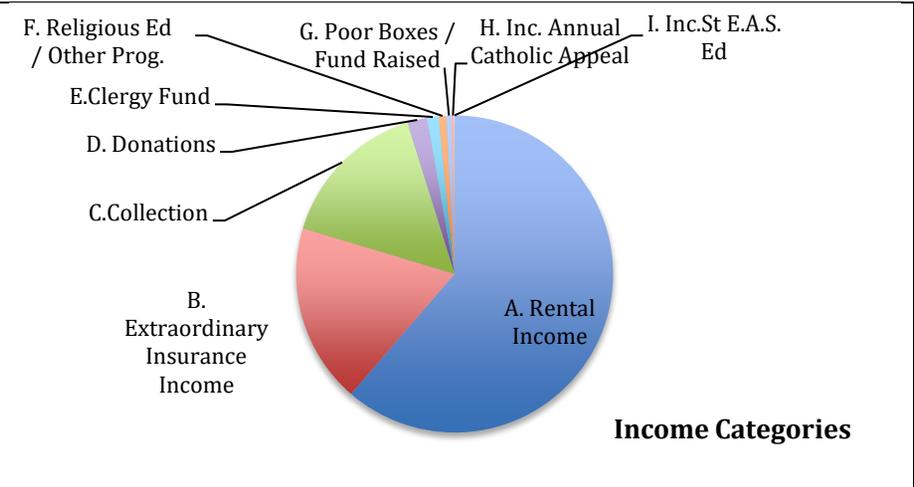
*The Parish Pastoral Council*

Francis Chin, Kerin Coughlin, Carol DeSantis Price, Josephine Dongbang, Mike McGowan, Phil Murray, Jane Olson, Donna Whiteford

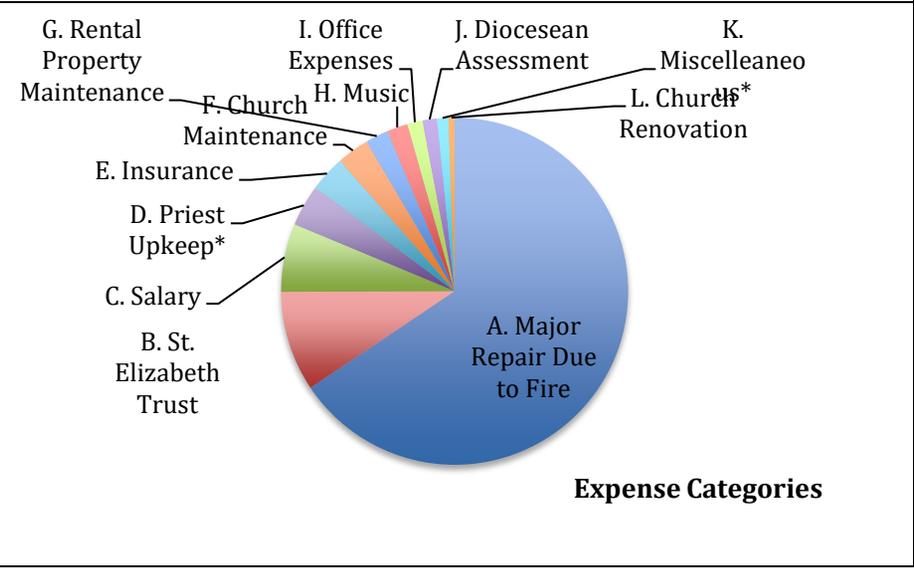


Financial Report Summary (2019) - Net Loss (117,927.48)

| Income Categories                 | \$                  | %           |
|-----------------------------------|---------------------|-------------|
| A. Rental Income                  | 918,389.64          | 61.34%      |
| B. Extraordinary Insurance Income | 274,177.98          | 18.31%      |
| C. Collection                     | 232,591.97          | 15.54%      |
| D. Donations                      | 30,128.00           | 2.01%       |
| E. Clergy Fund                    | 17,733.27           | 1.18%       |
| F. Religious Ed / Other Prog.     | 11,586.00           | 0.77%       |
| G. Poor Boxes / Fund Raised       | 8,035.30            | 0.54%       |
| H. Inc. Annual Catholic Appeal    | 3,860.00            | 0.26%       |
| I. Inc. St Elizabeth Ann Seton Ed | 666.00              | 0.04%       |
| <b>Total</b>                      | <b>1,497,168.16</b> | <b>100%</b> |



| Expense Categories             | \$                  | %           |
|--------------------------------|---------------------|-------------|
| A. Church and Rectory Repair   | 1,509,584.25        | 65.61%      |
| B. St. Elizabeth Trust         | 150,796.00          | 9.34%       |
| C. Salary                      | 102,676.46          | 6.36%       |
| D. Priest Upkeep*              | 62,477.76           | 3.87%       |
| E. Insurance                   | 54,152.24           | 3.35%       |
| F. Church Maintenance          | 48,504.93           | 3.00%       |
| G. Rental Property Maintenance | 34,394.00           | 2.13%       |
| H. Office Expenses             | 31,445.25           | 1.95%       |
| I. Music                       | 23,104.69           | 1.43%       |
| J. Diocesan Assessment         | 21,505.00           | 1.33%       |
| K. Miscellaneous*              | 17,228.25           | 1.07%       |
| L. Church Renovation           | 9,226.81            | 0.57%       |
| <b>Total</b>                   | <b>1,615,095.64</b> | <b>100%</b> |



A\* Rectory repairs needed were due to fire, D\* Includes fire expenses; K\* Includes Religious Ed, Community Program / Adult Programs, Fundraising Expenses

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Parish Finance Committee: Francis Chin, Angela De Marco, Ray Guidone, Corinne Joachim-Sanon, Alicia Washington