

January 10, 2011

Dear Parishioner,

On the weekend of **January 22 and 23**, we will again invite you **to walk up the main aisle of the Church with your family and to deposit the “Commitment Card”** (accompanying this letter) **in the basket that Fr. Tim will be holding**. This card will indicate your pledge of support for our parish through your time and talents and the amount of money that you and your family feel that you should and can give for each week of 2011.

We are God's children, and this parish is our extended family. Even now, we are called together in Christ to share our gifts for the common good. This family needs you, all of you, to function. Our greatest need is for you to steward your **love, care and support**. How do we make this parish community into a Stewardship Community?

A “Stewardship Community” is rooted in the celebration of the Holy Eucharist and in the realization that God created us, our world, and all that we possess. And with that realization comes the question: What shall I give to the Lord? What's my response? Traditionally, this has been understood as a tithe of thanks to God, that is, ten percent of our time, talent, and treasure (five percent to our parish family and five percent to other charity). As members of Christ's body, each of us needs to feel we belong, are appreciated, and are ready to minister to our brothers and sisters by sharing our special gifts. To feel and to get that, we need to give, so that we can receive.

During the month of January, you are asked to consider, reflect, and pray about your level of commitment and support of this family. Are you committed to the community? Are you willing to invest some of yourself (time and talent) to see this parish flourish? And yes, are you willing to make a treasure commitment to keep us going?

As we have said the last few years, this idea of stewardship and an annual pledge is a rather new concept for the Catholic Church. The focus of this idea is to encourage each parishioner **to pray, to think, and to make a commitment** concerning his or her time-talent-treasure in support of this parish community. Historically, most Catholics have **not thought** about their giving to their Church. That is why Roman Catholics, according to national polls, rank significantly lower than all other Church communities in their support of their parishes.

Enclosed with this letter and the “Time, Talent and Treasure Commitment Card” is an “Operating Statement Summary” for the Parish of St. Leo the Great. This summary records the parish's actual revenue and expenses for the past year and compares them to our 2011 budgeted expenses and hoped for revenues. Also, this page includes the final costs of the Church renovations, the totals collected for the Debt Reduction Fund, and our indebtedness to the diocese as of the beginning of this year. On the obverse side of that page is an explanation of our budgeting reductions and increases for 2011.

Please pray about this important matter and come to church on **January 22 and 23** prepared to make your commitment. Those parishioners who already have funds electronically transferred to the parish for our operations and/or debt reduction should also let the parish office know what increase you choose. This might also be a good time for other parishioners to consider the use of automatic bank debits for your church contributions (See the authorization form for this on the obverse of this letter.) Thank you and God bless.

Rev. Timothy K. Johnson
Pastor

James Sierra
Chair, Parish Council

David Foulkes
Chair, Parish Finance Council

Parish of St. Leo the Great
AUTHORIZATION FORM FOR
CHECKING OR SAVINGS AUTOMATIC DEBIT (EFT)

New Sign-Ups ONLY (Renewal letters will be mailed to current EFT users.)

Please Print

Parishioner's Information:

Name: _____

Street: _____

City/State/Zip: _____

Daytime Telephone Number: (_____) _____ - _____

I. For Regular Contributions to the Church of St. Leo the Great's OPERATIONS (EFT)

Please enter amount to be deducted from your account.

\$_____ Monthly (transferred on the 5th or the 20th – **circle one**)

\$_____ Twice Monthly (transferred on the 5th and the 20th)

Type of Account: (Please check one.)

Checking/Money Market Acct...**Please attach a voided check**

Savings Acct...**Please attach a savings deposit slip**

I authorize the Church of St. Leo the Great to process entries from my checking or savings account as noted above. This authority will remain in effect until I give reasonable notification to terminate this authorization.

Authorized signature on account: _____ Date: _____

II. For Regular Contributions to the Church of St. Leo the Great's DEBT REDUCTION (EFT)

[For a form for an automatic deduction for our Debt Reduction, please call Charlotte Sagouspe at the parish office (654-6177).]

III. For Bi-Monthly Church Donation ENVELOPES

Please send me personalized, bi-monthly contribution envelopes.

Please return to Church Office or drop in collection basket.

If you ever need to make a change in your Automatic Debit (EFT), please contact the church office.

Please see other side.

**PARISH OF ST. LEO THE GREAT
OPERATING STATEMENT SUMMARY
FOR 2010 ACTUAL & 2011 BUDGET
WITHOUT DEPRECIATION EXPENSE**

	2010 Actual	2011 Budget
REVENUE		
Collections (Sundays, Christmas, Easter)	\$304,484.15	\$311,359.00
Catholic Voice	\$429.00	\$400.00
Sacramental Services	\$4,580.00	\$4,700.00
Gifts & Bequests	SEE CHURCH RENOVATION/DEBT REDUCTION FUNDS BELOW *	
Other Ministries	\$315.00	\$270.00
Interest	\$1,541.66	\$1,376.00
Property Rental Income	\$73,759.63	\$74,000.00
Facilities Rental Income	\$24,999.00	\$23,800.00
TOTAL REVENUE	\$410,108.44	\$415,905.00

EXPENSES		
Staff Salaries	\$196,652.52	\$179,459.00
Staff Benefits (employment taxes, pension, insurances: unemployment, medical & dental, workers comp)	\$61,533.59	\$63,686.00
Utilities	\$29,444.03	\$30,000.00
Taxes & Insurance	\$35,135.00	\$38,135.00
Building Maintenance	\$11,652.29	\$9,350.00
Operating Supplies and Expenses	\$50,937.41	\$50,162.00
Diocesan Assessment	\$36,526.00	\$34,710.00
Catholic Voice	\$4,769.00	\$4,800.00
Bishop's Appeal Goal Differential	\$0.00	\$5,603.00
TOTAL EXPENSES	\$426,649.84	\$415,905.00
NET SURPLUS (DEFICIT)	(\$16,541.40)	\$0.00

Hoped for GOAL for each Sunday collection in 2011 = \$5,648.00

For more information, please see the detailed 2010 budget report on our website (www.stleothegreat.org) or on the bulletin boards in the church. If you have any questions, please call the parish office.

CHURCH RENOVATION/DEBT REDUCTION FUNDS

Final cost of Church renovation.	\$3,348,422.01
Loan interest expense <u>Paid in 2010.*</u>	\$40,395.65
<u>Paid on principal in 2010.*</u>	\$91,400.27
Total collected: Church Renovation/Int. on Debt (12-31-10).	\$2,825,864.71
Our indebtedness to the Diocese (01-01-11).	\$965,613.96

Please see other side.

NOTES FOR PROPOSED 2011 BUDGET

1. The actual average weekly plate for 2010 has been \$5,318.
2. The budgeted average weekly plate for 2010 was \$5,685.
3. The budgeted average weekly plate for 2011 is \$5,648 (based on only 50 Sundays in the year because Christmas falls on a Sunday in 2011). We were able to reduce this figure, in spite of the usual increases in expenses that are expected, by reducing the business manager payroll expense by approximately 28%. The plan being that the present business manager will experience a 50% cut in salary for working an average 25 hours per week. To accomplish this, a part-time secretary/office manager has been hired to work another 16 hours per week to handle the more routine clerical duties of the office. The office will be open on Monday through Thursday from 8:30AM to 12:00PM and 12:30PM to 5:00PM.
4. The Interest **from** the Diocese and the Interest **on** the Diocesan Loan has been based on information in the 2011 Parish Budget Guidelines. The Interest on the Diocesan Loan is not counted as expense and the Preservation Fund, which is restricted to payment on the loan, is not counted as income in the calculation of the budgeted average weekly plate.
5. The Rental Income is budgeted based on the parish rental property income and the revised agreement with the Jesuit School of Theology for the rental of the convent in which the monthly rental was to increase incrementally to eventually bring the rent back up to the previous rate established in 2006. Unfortunately, while our new lease with JST has finally brought the rent back up to what was established in 2006, the school is having difficulties keeping the convent 100% occupied (7 students). Therefore, we have agreed to accept rental payments that are reduced by 1/7 per vacancy. At this time, there are 6 students living there so we are receiving \$2,142.85 per month (6/7 of the present rent of \$2,500.00).
6. Salaries and thus FICA will be increased in 2011, based on the COLA of 1.3% recommended by the Diocese.
7. The 2011 budgeted amount for Package Liability Insurance and Earthquake Insurance are based on the Diocesan guidelines of a 6% increase.
8. The 2011 budget for the employee benefits of medical/dental insurance has been increased based on the 2011 Parish Budget Guidelines.
9. All other line items have been budgeted according to the diocesan guidelines or the historical information on our expenses.
10. This budget was approved by the Parish Finance Council on December 4, 2010 and reviewed by the Parish Pastoral Council on December 13, 2010.

GUIDE FOR DONATIONS

Find your household income on the left side of the chart below. Move across on the same line to find the amount you currently give weekly to the parish Sunday collection. Move straight up the chart to find what percentage of your income your current gift to the parish represents. Please consider giving at the next level (to the right). Consider setting your eventual goal at 10% (5% to the parish and 5% to other charities). It may take awhile to get there, but this is a worthy and rewarding goal for all on the road to discipleship.

Household Income		WEEKLY to the Parish				
Monthly	Yearly	1%	2%	3%	4%	5%
1,250	15,000	3.00	6.00	9.00	12.00	15.00
2,500	30,000	6.00	12.00	18.00	24.00	30.00
4,167	50,000	10.00	20.00	30.00	40.00	50.00
5,834	70,000	14.00	28.00	42.00	56.00	70.00
8,334	100,000	20.00	40.00	60.00	80.00	100.00
12,500	150,000	29.00	58.00	87.00	116.00	145.00

THINK PRAY ACT

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2,500	30,000	6.00	12.00	18.00	24.00	30.00
4,167	50,000	10.00	20.00	30.00	40.00	50.00
5,834	70,000	14.00	28.00	42.00	56.00	70.00
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5,834	70,000	14.00	28.00	42.00	56.00	70.00
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THINK PRAY ACT

Church of St. Leo the Great
***Time, Talent & Treasure
Commitment Card***

Name: _____

Spouse:

Address: _____

Phone: _____

Email: _____

What am I committed to?

TIME (check one)

- Attending Mass more frequently,
practice daily prayer
- Attending presentations on faith
issues or prayer

TALENT (Please list the area or areas
which you volunteer in or would like to
volunteer in)

TREASURE

In prayerful thanksgiving for the
many blessings received from God, I/
we would like to give \$ _____
weekly - monthly (circle one).

Monthly Gift to the Debt Reduc-
tion Fund \$ _____.

(If you would like to give electronically,
please complete an electronic fund transfer
form which is available on the back of the
Operating Statement Summary.)

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