

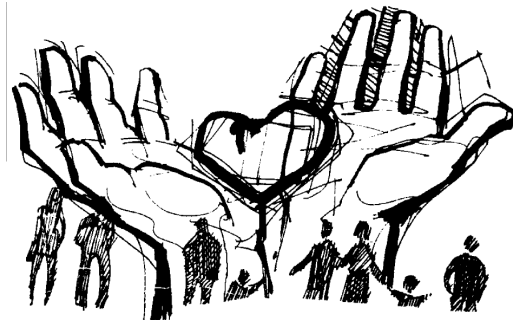
# ***St. Francis de Sales-Blessed Sacrament Parish***

P.O. Box 1153, 17 Elmsley St. N, Smiths Falls, ON K7A 5B4  
[www.stfrancis-smithsfalls.com](http://www.stfrancis-smithsfalls.com) (613) 283-0220 stfrancis.sf@gmail.com

## **ANNUAL REPORT 2013-2014**

### **PARISH MISSION STATEMENT**

*We, the Roman Catholic Community of St Francis de Sales/Blessed Sacrament in the Archdiocese of Kingston, located in Smiths Falls and Lombardy, Ontario, united by the Holy Spirit, with lives rooted in the Gospel, joyfully proclaim the birth, death, resurrection and mission of Jesus Christ. We commit to live out our belief as community of worship, faith and service to all, especially to those most in need, sharing the gifts and talents received from God, under the patronage of Mary, the Mother of God.*



## *From the Pastor*

*Dear friends and members of the Parish Family at St Francis de Sales/Blessed Sacrament.*

This parish annual report is a wonderful reflection of the life at St Francis de Sales/Blessed Sacrament Parish and a bold statement of our identity as Disciples of Christ. From these pages it will be clear that we are a community of faith-filled people, men, women and children, journeying towards our heavenly goal, guided by God's word, inspired by the Holy Spirit and strengthened by the Eucharist. Study this report prayerfully. Consider again your role and your share in this work, which continues the work of Jesus Christ entrusted to us. As you review it, contemplate the ways that you and your fellow parishioners give to our community and each other.

As well as information about parish organizations and ministries, the financial situation is also presented, along with an overview of our building projects, initiatives and dreams for the future. Remembering that a parish is never a finished project and that we are always in a process of "Building Community". I hope you will feel inspired to contribute your gifts of time, talent and faith to the exciting work of "creating" St Francis de Sales/Blessed Sacrament.

Your pastor, deacon, parish staff, and parish leadership are truly grateful for your generosity, volunteer efforts, and stewardship during the past year. We are fortunate to have so many parishioners who give of themselves through the variety of ministries available to serve God and others, and via the financial gifts provided from the St Francis de Sales/Blessed Sacrament faith community.

All the news is not good, however. The reason for this is that over the first nine months of 2014 we are facing a significant deficit in our Parish Operating Budget. Our weekend offerings have declined significantly, and although we have found ways to trim some costs, our everyday operating costs, especially for building utilities have risen dramatically in large part due to increasing energy rates and the long cold winter we experienced earlier this year. As we have reported in the bulletins each week, we are falling short of what we need weekly to meet our operating budget goals. The Financial Report will provide more details and recommendations.

May these pages inform us, the Holy Spirit inspire us and St Francis de Sales guide us as we journey together into the future, striving to be, in the words of our parish mission statement, " a community of worship, faith and service to all".

*Sincerely in Christ, Father Rod McNeil*

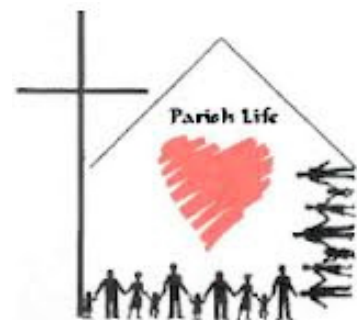
### **PARISH STATISTICS 2013-2014**

Baptisms (51)    First Communion (27)    Confirmation (21)    Marriages (14)    Deaths (28)

Average Mass Attendance: (these stats taken for the Diocese- end 2013)

- St. Francis de Sales: Saturday 5pm – 116
- St. Francis de Sales: Sunday 11am – 155
- Blessed Sacrament: Sunday 9am - 118

Average Age of Adult parishioners – 66 yrs. old (Extrapolated from 2010 Census)



# Annual Parish Report



## DEACON'S MESSAGE

On October 26, 2009 Pope Benedict XVI issued an Apostolic Letter entitled "Omnium in Mentem" or in English, "Everything in Mind." It was a brief document that sought to clarify the role of the Deacon within the Church.

The Letter notes that Priests and Bishops participate in the headship of Christ 'in persona Christi,' whereas Deacons serve the Church, the people of God, through the ministry, services, or 'diaconias' of liturgy, word, and charity." The Deacon acts "in imago Dei" or in 'the image of God.'" Changes made in the Canon Law place the diaconate as a unique ministry unto itself and not simply a step along the way to the priesthood. While most see my role only within the various liturgies and services, it is the demands which take place far from the gaze of the faithful that define this ministry of service: at times of mourning, of joy, in our daily comings and goings, in the silences and in the storms.

As a married, Permanent Deacon, through not only the Sacrament of Holy Orders but also through the Sacrament of Marriage, I find myself in a unique position: clergy, husband, father and yes, parish volunteer. Deacons are not remunerated for their "duty" in a parish and are supposed to limit their ministry to ten hours per week. It can take twenty or more hours to prepare and research a seven to ten minute homily. A meeting with parents or students can take hours of preparation, setup, execution and cleanup. With the various duties, attending a Mass easily extends to four or more hours. Visits to the hospital, assistance with divergent elements of parish life, meetings, phone calls, workshops, travel, daily prayer, my wife, my family and the demands of ongoing education and training ... it all adds up very quickly.

My prayer for all of us concludes Monday's Night Prayer: "Lord, give our bodies restful sleep and let the work we have done today bear fruit in eternal life." As the shadows of each evening fall, perhaps that is the simplest way to express the realities of my calling to the service of this Christian community.

*Yours in Christ.....Deacon Brent*



## SHARING YOUR TIME & TALENTS

St Francis de Sales/Blessed Sacrament Parish is very fortunate to have a number of programs, and activities, which enhance the spiritual and temporal well being of our parish and our community. However to sustain these ministries and parish services we often need to have parishioners ask "What can I do" - to consider giving a portion of their **Time** and **Talents** to the church and community. Our "Parish Directory for 2014-15" which lists all our parish organizations and ministries (*as well as he names of key contacts and meeting times*) is on our Parish website.

We are blessed with many dedicated volunteers; however we presently have several real needs for new volunteers to come forward to assist with selected ministries within the Parish. If you haven't already, you should be able to find a ministry or an organization that will be a good fit in which to share your time and talent. So give one of the Directory contacts a call.

## PARISH PASTORAL COUNCIL

The parish pastoral council is a consultative body that advises the Pastor regarding all matters pertaining to the pastoral life of the parish. It is responsible for developing a pastoral plan for the parish and does so in the following ways:

- Listen to and evaluate the overall experience and quality of life of the parish community.
- Develop and recommend parish pastoral plans and priorities
- Listen to parishioners & identify key needs and concerns of the people of the parish.
- Evaluate the achievement of parish pastoral plans and goals.
- Delegate specific tasks to the appropriate committees.
- The pastoral council is a consultative body that makes recommendations to the pastor.

The members of the council are committed to prayer and gospel values. It is made up of both elected members and appointed members from such groups as the Catholic Women's League, Knights of Columbus, Pastoral Care, Liturgy and the three schools in the parish.

### Current members are:

Father Rod McNeil, Deacon Brent McLaren, Karen Hallinan, Cathy Bridson, Mary Cook, Ann Johnson, Ed Covell, Shamus McGuire (Youth member), Mary Pat Bingley, Patricia Murphy, Glenn Kerridge, Nicole Dunn, Amanda Banfield & Rob Drapeau.



## PARISH FINANCE & PROPERTY COMMITTEE

The Finance and Property Committee is mandated to assist the pastor, who is accountable to the Archbishop for the administration and stewardship of the temporal goods of the parish. This includes the financial management of the Parish and ensuring the maintenance of the various Parish properties. The committee meets approximately every 4 to 6 weeks during the year. The parish property includes: our two churches, Hanley Hall, the Rectory and our two cemeteries.

The principal roles of the Finance and Property Committee are:

- Advise in the management of parish funds and banking arrangements. The main financial accounts are: Parish Operating Account; Building Maintenance Fund Account and Central Diocesan Savings Account.
- Establish a parish annual budget and parish annual report. Communicate these reports to the Parish on a periodic/annual basis and keep parishioners informed of the parish's condition, its priorities, its needs, and progress on previously announced initiatives.
- Consult on the construction or renovation of parish facilities, and rental agreements. Assist the pastor in planning for repair, replacement, or service of property and equipment to ensure that the parish buildings and property are adequately maintained.
- Review maintenance and utility costs seeking to minimize costs through preventative maintenance, energy conservation, and the implementation of risk management programs and recommendations.
- Assess effectiveness of existing fund-raising programs and recommend new programs or changes to existing programs if revenues are insufficient. Support parish and diocesan stewardship programs.

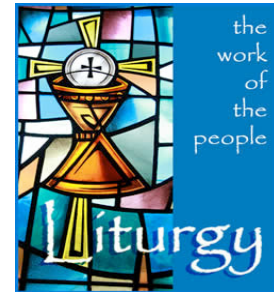
### Current Members are:

Father Rod McNeil, Gerry Heffernan (Chair), Tom Brownell, Stephanie Spinelli, Kathy Huffman, Bud Peters, Cynthia Rozario, Bill St. Jean, Geraldine Canning, Pat Hanrahan, Parish Council Rep: Karen Hallinan. Ex Officio: Deacon Brent McLaren



## LITURGY & WORSHIP

The Liturgy Committee consists of representatives from the various liturgical ministries. We meet about four times a year. We evaluate how we have celebrated feasts and we plan for upcoming liturgical seasons. The Sunday Celebration of the Eucharist remains the source of our life and the heart of our mission here at St Francis de Sales/Blessed Sacrament. A large number of our Parishioners are involved in Liturgical Ministries and with their gifts we glorify our God in Song, Prayer, and Thanksgiving and Praise.



Altar Servers - 15	Music Ministry
Ushers - 12	Sacristans - 8
Lectors - 35	Extraordinary Ministers of the Eucharist - 30
Church Cleaners – 8	Liturgical Environment Committee (Decorating Team) – 10

*Liturgical Committee Chair – Margie Ann McKinnon*

## MUSIC MINISTRY

As coordinator of Music in our Parish, I am very thankful and proud of all the dedication and commitment of our Cantors, Parish & Funeral Choirs. They have worked very hard to provide music for all requested Liturgies throughout the year. The Parish Choir practices once a week on Thursday nights and have one practice and one Sunday off per month from choral responsibilities. We welcome newcomers who love to sing and would happily increase our numbers to better serve our Parish.

Linda Collier, Greg Brady, Chris Matheson, Maya Forbes, Elena Kowalewski, Cathy Clarke and Dorothy Quattrocchi have all been contributing and sharing their talents with their congregation throughout the year for which we are truly thankful. I would also like to recognize in a special way many of our new cantors especially Yvonne & Glenn Kerridge who have been regular Cantors at the Sunday celebrations. Only with the support, participation and encouragement of parishioners will the prayerfulness of the music continue to enhance the Liturgies and our parish life....all for the glory of God!



*Coordinator of Music - Shelley McLaren B. Mus; B. Ed.*

## PASTORAL CARE

The Pastoral Care team has 14 members who visit the hospital, nursing homes, senior's residences and people confined to their homes. We visit about 63 people each month and bring communion to those who would like to receive it. At our meetings, we update our lists of people we have visited, share concerns and successes. We usually have some continuing education related to pastoral visiting.

Pastoral Care – Monthly visits to Nursing/Retirement Homes and more often for independent home visits.

- Lombard Manor (4 people)
- Willowdale Apts. (12 people)
- Van Horne Manor (5 people)
- Broadview Nursing Centre (25 people)
- Independent Home Visits (17 people)





## Parish Operating Budget 2014 To Date

Revenue Category	Forecast 9 months	Actual 9 months	Shortfall or Surplus
Sacrificial Giving	169,375	151,322	-18,053
Donations/Fundraising	26,250	21,358	- 4,892
HH Revenues	18,750	19,480	+ 730
Other Revenue Streams	18,500	17,577	- 923
HST Rebate	12,959	12,959	0
<b>Total</b>	<b>245,834</b>	<b>222,696</b>	<b>- 23,138</b>

**Sacrificial Giving:** Weekly Offerings; Christmas & Easter  
**Donations/Fundraising:** Retail Cards; Estates; Parishioner Donations; Funeral Donations, Social Events/Auctions  
**HH Income:** School board Lease Payment; Hall/Room Rentals  
**Other Revenues:** Baptisms; Funerals; Votives; Publications; CWL Contributions; Cemetery Donations/Fees  
**HST Rebate:** Based on all Parish purchases of goods & services as well as building maintenance contracts

Expense Category	Forecast 9 Months	Actual 9 Months	Overspent or Underspent
Payroll & Support	118,000	138,949	+20,949
Parish Admin	31,500	30,382	-1,118
Building Utilities	39,375	56,570	+17,195
Ministry Activities	45,750	28,860	-16,890
Diocesan	21,375	17,033	-4,342
<b>Total</b>	<b>256,000</b>	<b>271,794</b>	<b>+15,794</b>

**Payroll & Support:** Payroll for Pastor and 2 full time staff; two part time; Rectory food & household expenses; auto expenses and retreats.  
Note: An non-forecast Diocesan Payroll Deduction of \$900/month for Employee Pension Fund  
**Administration:** Property Tax –Rectory; Insurance; office Expenses; Banking Charges  
**Building Utilities:** Churches; Rectory, Hanley Hall – Gas, Hydro, Water,  
**Parish Ministries:** Charity; Sanctuary, Parish Ministries, Liturgical Publications ; Music/Organist  
**Diocesan Charges:** Cathedral (9% of Offerings); Priests Benefit Fund

**Parish Operating Account Balance - 01 Oct 2014:                   \$23,880**

**Parish Savings Account Balance (Diocese) - 01 Oct 2014:   \$130,000**

***Parish is presently facing a budget deficit of \$38,000 for first 9 months of 2014  
Based on \$23,000 less revenues and \$15,000 increased expenses.***

**SPECIAL DIOCESAN COLLECTIONS -2013**



**Total: \$22,519**

Catholic Missions	\$1942	Education of Seminarians	\$2816
Development & peace	\$3714	Needs of Church in Canada	\$1835
Needs of Holy Land	\$2785	World Mission Sunday	\$1937
Pope’s Pastoral Works	\$2200	Priests Retirement Fund	\$5290



**BUILDING MAINTENANCE FUND**

Our weekly Building Maintenance Fund collection brings in almost \$70,000.00 a year to help maintain and improve our parish properties and buildings. It must be kept in mind that this Building Maintenance Fund does not cover operating, energy and general maintenance expenses for our parish facilities. It only covers essential repairs or improvements. We completed or committed to a significant number of building maintenance projects this past year using \$94,919.71.

Name of Building Maintenance Project	Expense
Pinchin Reports – Diocesan Mandated Studies of Building Condition	\$7,680.61
Hanley Hall - Replace Windows (CWL Penny Collection)	\$16,428.73
Rectory – Replace lower level floor	\$3,098.46
Blessed Sacrament - Replacement of Mezzanine hand railing	\$2,141.35
St Francis de Sales - Repainting of Church Exterior Window Sills	\$6,328.22
Hanley Hall - Repainting of window sills	\$1,127.74
St Francis de Sales - Repair of Exterior Masonry	\$4,200.00
Blessed Sacrament - Replacement of Front Doors	\$3,650.00
St Francis de Sales – Retrofit Confessional to Universal Washroom	\$37,000.00
Hanley Hall - Replace Ice Making Machine	\$3,756.12
Perform Engineering Assessment Tasks – HH Elevator Project	\$5,000.00
Purchase, Install and Train - AED defibrillator in both Churches	\$4,508.70
St Francis de Sales - Replacing of Church Roof Drain - Donated by Denoco	0

**Building Maintenance Fund Account Balance – 01 Oct 2014: \$44,247**

*All these funds are committed to complete payment on in progress contracts for above listed projects.*

**FINANCIAL CHALLENGE**

We are facing a projected annual deficit of at least \$40,000 for calendar year 2014 based on the declining operating revenues and increasing operating costs, especially in energy costs to support our parish facilities. The Weekly Offering collection is the principal source of funds used to support our operating costs for parish staff, ministries and programs, building utilities and services.



If your offering this year is the same as your offering five (5) years ago, that represents a deficit of about 8% or more due to the annual Consumer Price Index or “cost of living”. What is required to help address the cash-flow problem? Parishioners are asked to consider increasing the weekly offering portion of their sacrificial giving by at least 10%. This will greatly improve our financial situation. That works out to about a few dollars per household per week for most of us! This target figure will allow us to maintain current support services and program of maintenance while allowing us to retain Spiritual and Temporal programs for family, youth, seniors, liturgy etc.

## FUNDRAISERS

In addition to our regular Sunday Offerings and Feast Day collections, we have several other major fundraising programs. Namely: Retail Gift Card Fundraiser , CWL Penny Collection and Social Events such as Spaghetti Dinner/Silent Auction.

The Finance Committee is seeking new ways in which to raise added funds to help balance the annual budget. ANY IDEAS (and Volunteers) are welcome!. Please see one of the Finance Committee members.

### Retail Cards Fundraiser

Did you know that you can support our parish by purchasing grocery/retail cards? Cards are available in \$25, \$50, \$100, \$250 denominations for Independent Grocer, Metro, Food Basics, Giant Tiger and Canadian Tire. They are available at all masses and in the parish office during the week.

You get FULL FACE VALUE when you purchase a retail card as well as your PC Plus Points can be collected as long as you present your PC Plus card to the cashier along with your gift card. There is no cost to the parish and the parish realizes 5% from participating stores.

In 2013 the parish raised \$14,096.25 from the sale of grocery/retail cards. To date in 2014 the parish has raised \$8,670.00.

If each family purchased at least \$100.00 per month, then we could easily reach our goal of \$15,000. For instance:

- 250 families - \$100 Cards/month = \$25,000 @5% = \$1,250/month or \$15,000/year to our Parish
- 250 families - \$200 Cards/month = \$50.00 @5% = \$2,500/month or \$30,000/year to our Parish

This is a great way to fundraise for our parish because you are not being asked to buy anything you normally would not buy and there is no cost to you.

*Geraldine Canning*



### Catholic Women's League PENNY COLLECTION REPORT –September 2014

The **Catholic Women's League Penny Collection** was established in 1992 to assist the League in their fundraising efforts as they prepared to co-host the 1993 Annual Archdiocesan Convention with St. Ann Parish Council, Merrickville.

Parishioners generously supported the effort with donations totaling \$4782. At the end of Convention the parish priest suggested the collection remain in place and that the League continue to collect, manage and execute the disbursement of funds in consultation with their spiritual advisor and the parish Finance and Property Committee. The same dollar amount, \$4782, was returned to the **Catholic Women's League Penny Collection Account**. Members of the League follow the ushers during the collection time at each weekend mass where no other pre-designated "Second Collections" (ex. Share Lent) are being done. Annual contributions over the past five years have averaged \$7500.



Proceeds benefit various parish projects in both churches such as repair to the roof at St. Francis and contributions to the stained glass window projects at St. Francis and Blessed Sacrament. The funds are earmarked in particular for the ongoing improvement and refurbishment of Hanley Hall. The Penny Collection has made possible the purchase of a commercial dishwasher and stove, refurbishment of washrooms, installation of cabinetry, replacement of entry doors, upgrading of electrical wiring and the ongoing replacement of windows throughout the building. A more detailed listing is posted at the back of the church.

Projects completed since 2011 include the replacement of windows in the upper foyer of Hanley Hall and on the east side of the building as well as the screening of the hardwood floor and the stage for a total of \$24,000.

Total investment in these projects and others since 1993 is over \$110,000. Thank you for your ongoing support of this collection.

*Stephanie Spinelli*

### **EUCCHARISTIC ADORATION**

Thanks to our faithful Adorers, the Adoration Chapel is still going strong since its inception in the year 2000. Many good things have happened in our parish due to prayers being offered up each day. Every week, the "Favours Received" books have comments also, reporting prayers that have been answered. The "Prayer Request" boxes at both tables at the entrances to Adoration, are being used by many each week, as well.

### **EUCCHARISTIC ADORATION**



We have been experiencing a shortage of Adorers and our Managers & Co-Managers of the Morning, Afternoon & Evening Hours, have faced challenges in ensuring all the hours are filled. Many of our good prayer warriors have gone to be with the Lord this past year. Others have had to resign because of serious illnesses and some have moved away.

The Upper Room Chapel is located up the stairs by the sacristy. The entrance is by the code box at the side door. The Chapel is open on Mondays: from 4 p.m. to 11 pm, Tuesdays from 7 a.m. to 11 p.m., Wednesdays from 6 a.m. to 10 p.m., Thursdays from 7 a.m. to 10 p.m. & on Fridays from 9 a.m. to 2 p.m. The downstairs Main Church is used On Mondays from 7 pm to 4 pm to accommodate those who can't get upstairs.

If you are interested in taking an hour or being a "spare", please don't hesitate to call us. Everyone is welcome to drop by for as long a time as you want; just sign the Visitors' book please. Jesus welcomes all to stay with Him for a few minutes or more to pray & intercede for our parish & to worship & thank Him.

*June Kozlow*

### **LEGION OF MARY**

The Legion of Mary is a group of individuals that share a deep devotion to the Blessed Virgin Mary and a deep commitment to both corporal and spiritual works of mercy. Members offer prayers daily, through the intercession of Mary, for the needs of our neighbors and the growth of our community. Meetings are held Thursdays at 1:00 pm in Hanley Hall downstairs.

*Claire McAdam*

## **KNIGHTS OF COLUMBUS RIDEAU COUNCIL 2444**

The Knights of Columbus Rideau Council 2444 has remained steadfast in its charitable activities and devotion to Catholic family life during the last year. Emphasis has been placed over the last year to increase our presence within the parish through our recruitment drive, Mass for Deceased Brothers, monthly Sunday brunches in Hanley Hall, our annual Roses for Life Campaign and the Parade of Knights.



For readers new to our Parish, the Knights of Columbus Rideau Council 2444 meets the second Wednesday of each month at the Knights Hall on William Street West and Maple Avenue. New members are always most welcome and any practical Catholic gentlemen can approach the Grand Knight for additional information and insight into the organization. For anyone unfamiliar with the role of the Knights, we are a Catholic men's fraternal society dedicated to serving Christ, our families, our neighbors and our community. Our core values are enshrined in the four degrees of Knighthood: Charity, Unity, Fraternity and Patriotism. We see ourselves as the "right arm" of the Holy See and we are devoted to our Holy Mother Mary.

Each year our council raises funds in order to support multiple good causes. Last year we contributed hundreds of hours of volunteer time and raised several thousand dollars that went to support numerous charities, parish events, seminarians and youth activities.

The harvest is plentiful, but the laborers are few! We have much to do – I urge you to please think and pray on your decision to join with us to support your family through our excellent life insurance program and provide for your brothers and sisters in Christ through service and sacrifice.

*Glenn Kerridge - Grand Knight*

## **CATHOLIC WOMEN'S LEAGUE**

The Catholic Women's League of Canada is a national organization rooted in gospel values calling its members to holiness through service to the people of God. St. Francis de Sales/Blessed Sacrament, Council #115 consists of 190 members and two spiritual advisors, Father Rod McNeil and Father Julius Nwagbara. The 2013-2015 executive is led by President Margery Healey. Margery has served on the executive in a number of positions and with this experience has been able to guide the Standing Committee Chairpersons in their respective duties.



Over the past 12 months the Catholic Women's League has been very busy. Although many parishioners are aware of the fundraising bake sales, and Jam and bread sales that are held yearly, the Catholic Women's League is much more than that. We support the parish by being involved in all Parish activities, hospitality events, school programs and the Sacraments. We support the community through donations and the schools by giving financial assistance to their various school trips and activities.

One unique activity that our council was involved with was, During the Year of Faith, working with the parish schools we hosted an essay writing contest. Many students shared their ideas of what faith meant to them and how they lived it. As part of the Catholic Women's League national commitment to providing leadership training within the league, our council hosted a "Catch the Fire" workshop. This was a day-long development day presented by three facilitators using a multi-media package. The goal was to rekindle the gift of God within us. All ladies of the parish were invited to attend.

Our council will be hosting the 93<sup>rd</sup> Annual Kingston Diocesan Convention, to be held May 2 and 3, 2015. During this weekend league sisters and spiritual advisors from across the archdiocese will come together to celebrate the league, highlight the accomplishments of the past year and plan for the future.

Fun, fellowship and a sharing of faith are some of the rewards of being a Catholic Women's League member.

*President - Margery Healey*