

STEWARDS OF THE VISION

2012 St. Norbert Parish Report and Pastoral Plan

St. Norbert Parish aspires to become:

*†one in Christ,
†as a community of fervent disciples,
†who listen attentively
for the guidance of the Holy Spirit
†and who lovingly embrace Jesus
present in the poor, the alienated and
the spiritually hungry.*

This vision statement describes the parish community that we believe the Lord has called St. Norbert's to become. To provide a framework for bringing this vision to life, the parish developed a five-year Parish Pastoral Plan in the fall of 2009. The Plan lists three broad goals and each year the Pastoral Council, with broad input from the parish as a whole, prayerfully develops a series of specific objectives to implement these goals.

In this Parish Report we provide an account of the progress our community has made over the past year in implementing the goals and objectives of our Parish Pastoral Plan. We also set out the 2012-2013 objectives, which are the next steps we believe our parish must take to achieve our goals.

Please take a few moments to read through this report. Join us in appreciating and celebrating our parish successes, which have been made possible through God's grace and your generosity. Ask God to assist us in the areas where we have fallen short. And prayerfully reflect on how you might use your gifts to help make our shared parish vision a reality.

GOAL 1: Collaboration, Communications, Leadership & Stewardship

To promote unity within the Body of Christ at St. Norbert's through improved collaboration, communication, ongoing leadership development, and a deeper sense of stewardship.

HIGHLIGHTS OF 2011-2012

CHANGES IN OUR PASTORAL TEAM

- **Deacon:** Deacon Bill Masapollo officially retired from parish duties after 10 years, but remains a vital member of our community.
- **Liturgy:** Ceil Frack stepped down as Liturgy and Music Coordinator, but will continue to share her talents with us as Choir Director. Father Carl Braschoss will serve as Liturgist with Laura Peterson as Liturgical Coordinator.
- **Volunteers:** Ed Grady has assumed the position of Volunteer and Activities Coordinator.
- **Sacristan:** Betty Bradley has retired as Sacristan, and Maryann Lockard has filled this important ministry.
- **Communications:** Mark Christmyer accepted the new position of Communications Director.

OPPORTUNITIES FOR COLLABORATION

- **Multi-cultural Community:** Spanish and English-speaking members of our community joined together for a festive celebration of Our Lady of Guadalupe.
- **Councils:** The Parish Pastoral Council, Parish Finance Council and School Advisory Board worked together with Meitler Consulting Group to plan for a secure future for our Church and School.
- **Abbey:** A special tribute to the Norbertine Community of Daylesford Abbey at our parish picnic in June and increased promotion of Abbey programs and ministries in our parish bulletin helped forge closer ties between the Abbey and Parish.
- **Fundraising:** Successful evening social events not only raised funds to support

parish ministries, but also served as community-building opportunities that drew attendees from across and outside the parish:

- **The Midtown Men** drew 250 people and raised over \$65,000 for St. Norbert School.
- **St. Gabriel's Wine Tasting** collected \$6,000 for the food cupboard at our sister parish in Philadelphia.
- The Mardi Gras fundraiser for **Bethesda Project** netted \$50,000.

GROWTH IN STEWARDSHIP AND LEADERSHIP

- **Excellence:** St. Norbert's became the first parish in the Archdiocese of Philadelphia to agree to implement the Standards for Excellence, an Ethics and Accountability Code for Catholic Parishes.
- **Leadership:** Over 100 members of St. Norbert's and St. Monica's in Berwyn participated in two leadership development sessions hosted by the two parishes and led by Matt Manion of the Catholic Leadership Institute (CLI).

UPGRADED COMMUNICATIONS

- **Identity:** We developed a new parish branding identity, featuring a new logo of four figures coming together in the form of a cross with Christ in the middle, conveying the parish vision in visual terms.
- **Bulletin:** The format of the weekly parish bulletin now reflects the new parish branding look and includes more photos and new features.
- **Website:** We launched a new parish website with more information, user-friendly navigation, an easy-to-manage content management system and the capability to upload audio and video.

GOAL 1: OBJECTIVES FOR 2012-2013

- **Strategic Planning:** Parish leadership groups to review and implement, as appropriate, the recommendations of Meitler Consulting Group regarding the parish strategic planning process and the feasibility of transitioning to a new School funding model
- **Excellence:** Examine and plan to revise parish practices to implement Standards for Excellence
- **Communications:** Develop a parish communications plan
- **Leadership Development:** Coordinate with St. Monica's and Catholic Leadership Institute to offer two leadership workshops

GOAL 2: Conversion, Discipleship, Formation & Spiritual Renewal

To foster the ongoing conversion and growth in discipleship of all parishioners through comprehensive formation and spiritual renewal opportunities.

HIGHLIGHTS OF 2011-2012

LIFELONG FAITH FORMATION

- **Enrollment:** St. Norbert School educated 198 students in 2011-2012, an additional 426 youth participated in the Parish Religious Education Program, while 25 attended the Edge (7th & 8th grade) and 75 the High School Youth Ministry programs.
- **Religious Education:** We launched the "Faith and Fellowship Discussion" program for parents of Religious Education students.
- **Scripture Study:** Among the many parish Bible studies, repeat offerings of the "Biblical Walk Through the Mass" program deepened participants' understanding of the liturgy and guided them through the new Mass translation.
- **Formation:** The parish made more faith formation pamphlets and seasonal materials for personal growth available in the narthex .

GROWING IN PRAYER

- **40 Hours:** Nationally-recognized speaker Bill Donaghy delivered a three-day mission "Drawn to Christ, Sent to the World" during our parish 40 Hours devotion.
- **Healing:** The monthly Evening of Prayer and Healing provided a place to lift up any needs and intentions as well as receive the anointing of the sick.
- **Daily Masses:** The number of daily Masses increased as the Tuesday and Friday Communion Services were replaced by Masses.

GOAL 2: OBJECTIVES FOR 2012-2013

- Invite an outside speaker to conduct a **three-day parish mission** during Lent
- Promote the "**Year of Faith**" declared by Pope Benedict XVI and the Archdiocesan evangelization program "Plunging Our Roots Into Christ"



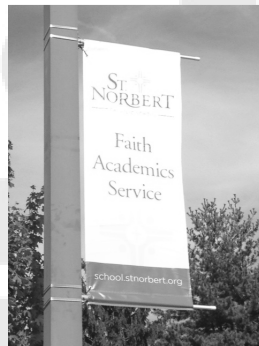
GOAL 3: A Welcoming and Inclusive Community

To grow as a welcoming and inclusive parish that lovingly embraces all people within and beyond our community, especially those who feel alienated from God, the Church or society.

HIGHLIGHTS OF 2011-2012

FOSTERING A WELCOMING COMMUNITY

- **St. Monica's:** St. Norbert's responded to the announced closing of St. Monica School by reaching out to the displaced students and their families and developing a plan to receive and welcome them in our community.
- **Adaptive Religious Ed:** A new Adaptive Religious Education program provided families of children with special needs a place to grow in their faith and a sense of belonging.
- **Clinics for Special Needs Children:** The St. Norbert CYO offered Challenger basketball clinics for aspiring young athletes with special needs.



SERVING THE POOR

- During 2011, parish volunteers made, donated or delivered:
 - ◆ Monthly, 50 casseroles to **Bethesda Project** and 60 meals for **Aid for Friends**
 - ◆ 500 diapers a month to **Chester County Catholic Services**
 - ◆ 100 coats for St. Gabriel children through a **St. Norbert School** drive
 - ◆ 900 presents and gift certificates through the **Christmas Giving Tree**
 - ◆ Pajama Buddy Bags for every child in **Chester County emergency shelters**
 - ◆ 50 bags of clothing and household items each month to the **Second Mile Thrift Shop** and **St. Francis de Sales Church**
 - ◆ 140 backpacks filled with school supplies for students at **St. Gabriel's School**
 - ◆ 820 bags of food, 50 turkeys and 350 turkey vouchers for Thanksgiving through the **St. Gabriel's Food Cupboard**

REACHING THE UNDERSERVED

- **Young Adults:** In June, 30 people attended the 4-week kickoff of St. Norbert's "Theology on Tap" at a local pub with faith formation and fellowship for young adults.
- The parish **Evangelization Committee** conducted research and laid the foundation for a program to reach out to parishioners who have been away from the Church.

GOAL 3: OBJECTIVES FOR 2012-2013

- **Future Planning:** Draft a plan and budget to enhance the welcoming atmosphere of parish facilities (including the Church narthex) and parish ministries
- **Evangelization:** Implement a "Catholics Reaching Out" program to invite and welcome the alienated and underserved in our community to St. Norbert parish

ST. NORBERT PARISH CONTACTS:

Staff: Father Michael Lee, Father Carl Braschoss, Deacon John Lozano, Mark Christmyer, Dan D'Auria, Nancy Dougherty, Ruth Finley, Ed Grady, Mark Griswold, Mary Kay Hennessy, Scott Johnston, Moira Murphy, Laura Peterson, Truus Smith

Parish Pastoral Council: Jorge Bruniard, Forrest Fisher, Peggy Kravitz, Heather Makowicz, Steve Martino, Jim Ryan, Linda Schiavone, Greg Steciw, Mark Wallin

Parish Finance Council: Ceil Frack, Cody Gabriel, Chuck Kerrigan, Frank Merenda, Moira Murphy, John Ziegler

School Advisory Board: Jeff Bagley, Jim Buysse, Tom Cancelmo, Mary Cavallaro, Doreen Ellis, Cody Gabriel, Mary Kay Hennessy, Scott Johnston, Megan Liney, Joanne McAdams, Ed Morris, Kevin Mulqueen, Terry O'Hara, Theresa O'Neill, Brian Rice, Meg Sargent, Tracey Schwartz, John Ziegler

For more information about the roles of these groups or to contact any of these individuals, see:

www.StNorbert.org

CALLED TO MINISTRY & SERVICE

"As each one has received a gift, use it to serve one another as good stewards of God's varied grace." – 1 Peter 4:10

As members of our community of fervent disciples, each of us is invited to use our gifts to live the parish vision and accomplish our 2012-2013 Pastoral Plan objectives. **CONTACT:** Ed Grady at 610.644.1655 ext. 15 or egrady@stnorbert.org to take an active role.

PARISH FINANCIAL REPORT

Our financial condition is sound; we are able to meet our present operating expenses. St. Norbert Parish completed fiscal year 2011-2012 in the black by \$31,989 in part due to bequests. There remains a concern for decreasing Sunday collections due to contributing factors such as the bad economy, scandal and the ongoing diocesan capital campaign. Even with these issues the St. Norbert community continues to expand some of the existing parish programs and ministries, including a successful fund raising year for the school. The 2012-2013 school year is blessed with many new students and faculty as a result of the unfortunate closing of St. Monica's School. These accomplishments were achieved primarily because of you, the parishioner, in cooperation with the employees and through the grace of God.

HERITAGE OF FAITH, VISION OF HOPE: CAPITAL CAMPAIGN UPDATE

St. Norbert parishioners pledged \$1,219,139 to the 2009 Archdiocese of Philadelphia capital campaign. If all pledges were fully paid, St. Norbert's will receive \$465,138. Through September 30, 2012, St. Norbert's had received \$246,000 in campaign proceeds and accrued interest. Additional proceeds will be received quarterly.

During the 2011-2012 fiscal year, campaign proceeds were applied to:

- **School:** Completion of roof repairs
- **Staffing:** Partial funding for Volunteer and Activities Coordinator position
- **Parish Office:** Completion of renovations including conversion of showers and bathroom on 2nd floor into usable office space; installation of hip roof that allows for HVAC to the 2nd floor; new storage space; insulation; and exterior LED lights

As campaign funds continue to be received we will proceed with: renovating the Parish Activity Center, creating additional Parish Office meeting space; and contributing to the retirement fund of full-time employees.

ST. NORBERT PARISH
Statement of Income and Expense
Fiscal Year Ending June 30th

	2010	2011	2012
Church & Parish Office Income			
Collections	\$1,182,551	\$1,145,142	\$1,170,312
Religious Education Programs	101,130	97,512	84,244
Special Donations, Other Income	52,684	49,794	57,205
Total Church & Office Income	\$1,336,365	\$1,292,448	\$1,311,761
Church & Parish Office Expense			
Diocesan Assessment	\$115,100	\$121,100	\$124,200
Payroll, Taxes & Benefits	516,850	564,698	575,900
Utilities & Maintenance	79,577	74,534	76,391
Church Publications, Altar Supplies	24,320	22,103	23,020
Auto, Insurance, Real Estate Taxes	26,603	27,590	27,268
Religious Education Programs	78,428	75,944	70,043
Pastoral Administration, Charities	24,284	28,282	42,122
Professional Fees, Contracted Services	22,306	19,994	21,788
Office Operating Expenses	10,352	13,737	12,944
Office Supplies & Equipment	11,632	9,000	6,432
Total Church & Parish Office Expense	\$909,452	\$956,982	\$980,108
Church & Parish Office Net Income	\$426,913	\$335,466	\$331,653
School Income			
Tuition	\$481,820	\$558,042	\$582,804
Donations & Socials	53,714	54,276	131,477
Other Income & Fees	23,694	15,468	43,131
Total School Income	\$559,228	\$627,786	\$757,412
School Expense			
Payroll, Taxes, Benefits	\$795,936	\$817,007	\$829,123
Maintenance, Utilities, Insurance	100,598	105,009	99,819
Instructional Supplies	74,567	79,150	128,134
Total School Expense	\$971,101	\$1,001,166	\$1,057,076
Parish Subsidy to School	\$411,873	\$373,380	\$299,664
School Subsidy as % of Total Expense	42.4%	37.3%	28.3%
Net Parish Income (Loss)	\$15,040	(\$37,914)	\$31,989
Capital Expenditures			\$67,585

On June 30, 2012 the Parish's unrestricted working capital stood at \$357,965. Fiscal year 2011-2012 ended with a profit of \$31,989 meeting our current operating expenses and continuing to reduce the school subsidy. However we had capital additions to the property last year of approximately \$68,000 which includes replacing the school boiler as well as the altar screen in the church.

