

Stewards of the Vision

2011 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 represents the calling that we believe the Lord has entrusted to our parish community. We seek to fulfill these aspirations together, assisting one another, encouraging one another and bringing each of our individual gifts to achieve our shared vision.

To provide a framework for bringing our vision to life, the Parish Pastoral Council published a five-year Parish Pastoral Plan in the fall of 2009. The Plan was developed through a parish-wide discernment process that included surveys of all registered households, town hall meetings and planning subcommittees open to interested parishioners. The Plan lists three broad goals and each year the Pastoral Council, with input from the parish as a whole, prayerfully develops a series of specific objectives to implement these goals.

St. Norbert Parish Pastoral Plan: Living Our Vision

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. Through God's grace and the collaboration of parishioners and staff we achieved many of our 2010-2011 objectives. As we look ahead much remains to be done but we pray that our community will continue to respond to the invitation to live our vision more deeply. Each of us is a critical part of the whole, with a unique and important role to play. Let us each ask ourselves: How am I called to be a good steward of my time, talent, and treasure to help accomplish our parish objectives for the upcoming year?

Goal 1: 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 2010-2011

Building an Experienced Pastoral Team—We said goodbye to interim Parochial Vicar, Father Joseph Serano, and Volunteer and Activities Coordinator, Nell Howard, and thanked them for their dedicated servant-leadership to our community. We are blessed to have as their successors two individuals with long-term ties to the parish, ensuring a smooth transition on our pastoral team. Father Carl Braschoss joined St. Norbert's as Parochial Vicar in January, following his ordination as a Norbertine priest. Father Carl previously served as a young adult leader of the St. Norbert Youth Ministry. Laura Peterson took on the role of Volunteer and Activities Coordinator, building on her many years of involvement at St. Norbert's as cantor, choir member, and volunteer in numerous parish ministries.

Increased Collaboration—Two kickoff meetings—one for all ministry heads and a joint meeting of the Parish Pastoral Council, Parish Finance Council, and School Advisory Board—launched the 2010-2011 year with a sense of common purpose. A new parish-wide Development Committee provided a framework for coordinating the development and planned giving efforts of the Church and the School. The School Advisory Board invited interested parishioners to join the Board's standing committees. Social and spiritual gatherings of School and Parish Office staff and increased overlap of membership on parish advisory councils fostered collaboration among these groups. A new parish Summer Enrichment Camp provided an opportunity for students from St. Norbert's and other area schools to learn and play together. Father Mike's and Father Carl's

visible involvement in the life of the School has forged a closer link between the students and parents of St. Norbert School and the broader parish community.

Upgrading Parish Communications—The Communications Committee laid the groundwork for launching a new parish branding identity and website early in 2012. Full-color, professional-quality brochures promoted our fall and Lenten faith formation offerings. Judicious use of the e-blast system notified parishioners of key events via e-mail. Parishioners shared their insights with parish leadership at a Parish Town Hall meeting and Open House Parish Council meeting. The St. Norbert School Advisory Board instituted an alumni outreach program to help alumni reconnect with the School and each other.

Our Objectives for 2011-2012

- Develop a consistent graphic look and a new parish website
- Develop a comprehensive database of parish resources and adopt best practices for parishes
- Conduct two leadership workshops
- Promote greater collaboration by ministry heads and parish leadership councils
- Foster greater unity between English and Spanish speaking parishioners through the parish-wide celebration of Our Lady of Guadalupe
- Continue to acknowledge parish ministry members with another appreciation event



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Goal 2: To foster the ongoing conversion and growth in discipleship of all parishioners through comprehensive formation and spiritual renewal opportunities.

Highlights of 2010-2011

Faith Formation of Our Youth—St. Norbert School enrollment was up 12% in 2010-2011 as 198 students received a firm grounding in our Catholic faith; the student body performed in the top tier of Archdiocesan

elementary schools on standardized testing and 8th graders earned over \$264,000 in high school scholarships. An additional 426 youth participated in the Parish Religious Education Program, while 20 regularly attended the Edge (7th & 8th grade) and 50 the High School Youth Ministry programs. 29 teens and young adults participated in a pilgrimage to Spain to celebrate World Youth Day 2011 with Pope Benedict XVI.

Evangelization and Stewardship—Sister Louis Alff, Director of the Archdiocesan Office for Evangelization, delivered a series of talks on “Disciples on the Journey” at the 40 Hours Parish Retreat. Over 300 ministry members attended a January morning of reflection called “Grace, Gratitude and Generosity” highlighting the call to evangelization and stewardship, followed by a ministry appreciation luncheon as well as a ministry commissioning ceremony at the weekend Masses.

Expanded Adult Formation Offerings—New programs this year included a monthly Catholic fiction book discussion group, a forum on end-of-life issues from a Catholic perspective, and a course on the history of the Catholic Church.

Enriching our Sacramental Life—St. Norbert’s encouraged a deeper devotion to Jesus present in the Blessed Sacrament by establishing a Eucharistic Adoration Committee, adding a Saturday afternoon time of Adoration, and providing formation materials on Adoration. Participation in the Sacrament of Reconciliation increased and we expanded the time for Saturday Confession during Lent. “The Biblical Walk Through the Mass” program enhanced participants’ understanding of the Mass and provided an early look at the Mass translation changes coming in Advent 2011.

Fostering Vocations—High school and college age students joined Fidelis, a new spiritual support and vocation discernment group for men. Three parishioners are pursuing religious vocations at St. Charles Borromeo Seminary: Zach Moren completed his first year of study for the priesthood, Frank Henriquez completed his second year in the diaconate formation program and Steve Martino entered the diaconate program.

Our Objectives for 2011-2012

- Promote the parish vision, especially as it relates to daily life
- Foster a deeper understanding of evangelization and stewardship
- Provide ongoing teaching on sacramental life through the 40 Hours devotion and instruction in the new Roman Missal

- Coordinate spiritual, fellowship and educational opportunities for parents of children in St. Norbert School, Parish Religious Education Program (PREP), the Edge, and Youth Ministry
- Develop specific ways to help PREP students grow in discipleship
- Offer a “core curriculum” of adult formation programs and help parishioners identify which programs are best suited for them
- Increase the visibility of the parish Prayer Ministry and create a process for parishioners to submit prayer intentions
- Establish a framework for implementing the Archdiocesan pastoral letter “Call to Conversion and Holiness”



Goal 3: 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 2010-2011

Welcoming and Hospitality—St. Norbert’s developed a comprehensive plan for enhancing the welcoming atmosphere of the parish. The newly-renamed Fellowship Ministry fostered our sense of Christian community by expanding the number of parish gatherings that are accompanied by fellowship opportunities and increasing the variety of refreshments served, with an emphasis on home-baked goods. We added “Norbs Underground,” a coffeehouse gathering for all ages in the Parish Office Lower Level following the monthly Festival of Praise.

Servidores de Guadalupe—We continued to reach out to our Spanish-speaking brothers and sisters in Christ in a number of ways, including through visits to homes in Norristown and Frazer, lessons in English as a second language (ESL) in the School Dining Hall, the parish celebration of the Feast of Our Lady of Guadalupe and a farewell celebration for Father Nelson Henao, whose passion in serving our Spanish-speaking ministry will be missed.

Serving the Poor—New parish service initiatives included regular trips to St. Francis Inn, Our Brother’s Place and Bethesda Sanctuary in Philadelphia to serve meals and share fellowship with the poor and homeless. During 2010 parish volunteers made and delivered over 1,300 casseroles to Bethesda Project and 2,250 meals for Aid for Friends, and donated over 900 gifts through the Christmas Giving Tree, 250 Pajama buddy bags for children in Chester County emergency shelters and 2,500 bags of clothing and household items to the Second Mile Thrift Shop and St. Francis de Sales Church.

Embracing our Sister Parish—We forged a strong working relationship with our sister parish, St. Gabriel’s in Philadelphia. In 2010 our parishioners donated 159 backpacks filled with school supplies for students at St. Gabriel’s School. A combined St. Norbert and St. Gabriel’s team delivered 805 bags of food and 645 turkeys and turkey vouchers for Thanksgiving. A volunteer “paint squad” of St. Norbert parishioners redecorated several rooms at St. Gabriel Rectory.

Our Objectives for 2011-2012

- Identify groups of parishioners who may feel distant from God, the Church or parish life and meet with representatives of these groups
- Reach out to young adults by offering “Theology on Tap” and finding ways to make parish-wide activities more inclusive
- Promote the responsibility of all parishioners to be welcoming and establish a ministry to welcome new parishioners
- Coordinate parish inreach and outreach activities by establishing an ongoing service committee

“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 2011-2012 objectives. Please contact Laura Peterson at 610-644-1655 ext. 21 or lpeterson@stnorbert.org to take an active role.

Parish Financial Report

St. Norbert Parish ended the 2010-2011 fiscal year with a shortfall of \$37,914. Church collections, which have historically increased, were down more than 3% from the previous year. Overall Church expenses rose over 5% primarily due to increased medical, pension and unemployment tax costs. School income rose over 12% primarily as a result of higher student enrollment, while School expenses were up less than 3.1%. As a result, the Parish subsidy to the School decreased from 42% to 37.3%.

We are grateful for the ongoing support of parishioners during a rough economic period and a difficult time in our Archdiocese. Your generosity of time, talent, and treasure allowed us to achieve the accomplishments outlined in this annual report. We ask for your continued support as we face the challenges of the year ahead. In addition to operating expenses, we anticipate capital needs of at least \$65,000, including replacing the School boiler, replacing the fabric screen behind the crucifix in Church and repairing the Church windows.

Heritage of Faith, Vision of Hope: An Update on the Capital Campaign

Pledge payments made to the Archdiocese through June 30, 2011 have resulted in \$185,471 paid to St. Norbert's. We will receive additional funds quarterly as pledge payments are made.

Funds received so far have allowed us to repair the School roof, help fund the Volunteer and Activities Coordinator position, convert old bathrooms in the Parish Office into usable office space, and make energy-efficient renovations to the Parish Office (insulation, LED lights for the building exterior and a new roof that accommodates HVAC and new storage space).

Thank you for your ongoing generosity to the Campaign. We ask that you continue to honor your pledge payments so that we can complete the remaining items outlined in our Campaign case statement: renovating the Parish Activity Center, creating additional Parish Office meeting space, and contributing to the retirement fund of full-time St. Norbert employees.

Parish Pastoral Council: Father Michael Lee, Jorge Bruniard, Forrest Fisher, Peggy Kravitz, Steve Martino, Moira Murphy, Jim Ryan, Linda Schiavone, Greg Steciw, Mark Wallin. Staff members also attending: Father Carl Braschoss, Deacon Bill Masapollo, Deacon John Lozano, Dan D'Auria, Ceil Frack, Mark Griswold, Mary Kay Hennessy, Scott Johnston, Laura Peterson.

Parish Finance Council: Father Michael Lee, Larry Kirwin, Guy Ciarrocchi, Cody Gabriel, Chuck Kerrigan, Moira Murphy, John Ziegler. Staff members also attending: Father Carl Braschoss, Deacon Bill Masapollo, Dan D'Auria, Nancy Dougherty, Mary Kay Hennessy.

Parish Stewardship Committee: Deacon Bill Masapollo, Forrest Fisher, Victoria Fisher, Ed Kicak, Elaine Kicak, Diane Kunberger, Mary Ann Lockard, Marie Martino, Jeannine McCullough, Moira Murphy.

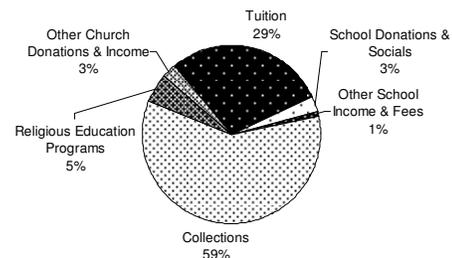
St. Norbert School Advisory Board: Father Michael Lee, Steve Alleva, Jeff Bagley, Jim Buysse, Tom Cancelmo, Mary Cavallaro, Cody Gabriel, Patti Grey, Mary Kay Hennessy, Dr. Joanne McAdams, Ed Morris, Kevin Mulqueen, Sue O'Brien, Meg Sargent, John Ziegler.

ST. NORBERT PARISH STATEMENT OF INCOME AND EXPENSE FISCAL YEARS ENDING JUNE 30TH

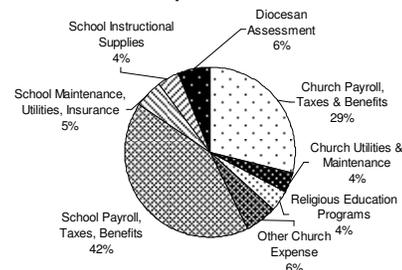
	2009	2010	2011
Church & Parish Office Income			
Collections	\$1,140,988	\$1,182,551	\$1,145,142
Religious Education Programs	82,022	101,130	97,512
Special Donations, Other Income	53,436	52,684	49,794
Total Church & Office Income	\$1,276,446	\$1,336,365	\$1,292,448
Church & Parish Office Expense			
Diocesan Assessment	\$106,200	\$115,100	\$121,100
Payroll, Taxes & Benefits	444,621	516,850	564,698
Utilities & Maintenance	99,710	79,577	74,534
Church Publications, Altar Supplies	25,563	24,320	22,103
Auto, Insurance, Real Estate Taxes	25,388	26,603	27,590
Religious Education Programs	77,830	78,428	75,944
Pastoral Administration, Charities	29,904	24,284	28,282
Professional Fees, Contracted Services	24,186	22,306	19,994
Office Operating Expenses	12,012	10,352	13,737
Office Supplies & Equipment	16,360	11,632	9,000
Total Church & Parish Office Expense	\$861,774	\$909,452	\$956,982
Church & Parish Office Net Income	\$414,672	\$426,913	\$335,466
School Income			
Tuition	\$510,682	\$481,820	\$558,042
Donations & Socials	62,705	53,714	54,276
Other Income & Fees	64,370	23,694	15,468
Total School Income	\$637,757	\$559,228	\$627,786
School Expense			
Payroll, Taxes, Benefits	\$814,061	\$795,936	\$817,007
Maintenance, Utilities, Insurance	125,880	100,598	105,009
Instructional Supplies	106,928	74,567	79,150
Total School Expense	\$1,046,869	\$971,101	\$1,001,166
Parish Subsidy to School	\$409,112	\$411,873	\$373,380
School Subsidy as % of Total Expense	39.1%	42.0%	37.3%
Net Parish Income (Loss)	\$5,560	\$15,040	(\$37,914)
Capital Expenditures	\$17,150		

Fiscal year 2010-2011 ended with a shortfall of \$37,914, requiring the Parish to draw on its assets to meet current operating expenses and maintenance needs. On June 30, 2011 the Parish's unrestricted working capital stood at \$363,514, down from \$382,969 on June 30, 2010. For more information, please attend the Financial Open House at 7 pm on December 13, 2011 or call the Parish Office.

Parish Income FY 2010-11



Parish Expense FY 2010-11



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