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SAINT MARGARET
PARISH

141 N. Hickory Avenue
Bel Air, Maryland 21014



SAINT MARGARET
PARISH

Annual Report
&
Strategic Plan
Report of Progress

September 2010



Fiscal Year 2010 Annual Report

September, 2010

Dear Friends,

I am profoundly moved as I reflect on all that we as a parish have accomplished together during this past year. This year has been a remarkable one – a time of great giving and great blessing. I am happy to share with you this annual report for Saint Margaret Parish for the ministry year that ended on June 30, 2010.

In the first part of this report, you will find the latest update on our Strategic Plan. The update contained in these pages highlights what our parish family has achieved and the exciting opportunities the future holds for us. It is an overview of what I believe has been a most impressive year.

Also in this report is a summary financial statement for the fiscal year that ended June 30, 2010. As you will see, we ended our year in balance during a time of real economic challenge. The numbers that you will find in these pages are impressive in themselves. The work that they represent is a demonstration of faith and love on the part of the parish staff and countless volunteers. And it is a testimony to your faith, your dedication and your generosity. We have more reason than ever to be grateful to God. And I have more reason than ever to be grateful to you for your commitment and support. As always, I am inspired by your dedicated spirit and generous heart.

As we began this year, I asked for your prayers, your service and your support of the wonderful vision that we as Saint Margaret Parish share. Now, I thank you for all that you do and I ask that the Lord continues to bless you, your loved ones and our entire community.

Sincerely yours in Christ,

Msgr. Michael Schleupner
Pastor

410-879-2670 ■ 410-838-6969

Income

Offertory – Envelopes	\$ 2,305,099
Offertory – Loose	\$ 145,720
Offertory – Holy Days	\$ 138,253
Special Parish Collections	<u>\$ 20,166</u>
Subtotal Offertory Collections	\$ 2,609,238

Poor Box and Diocesan Collections	\$ 143,270
Donations and Interest Income	\$ 48,632
Program Income – Religious Education	<u>\$ 168,931</u>
Total Regular Income	\$ 2,970,071

Approved Campaign Income	\$ 55,911
Restricted Donations	\$ 169,173
Investment – Unrealized Gain	\$ 203,775
Other Income Offset by Related Expenses	<u>\$ (826)</u>
TOTAL OPERATING INCOME	<u>\$3,398,104</u>

Expenses (Includes allocation of salaries and benefits)

Facilities Expense	\$ 301,010
General Support Services	\$ 312,940
Development Expense	\$ 87,307
Program Expense	\$ 637,768
Worship Expense	\$ 270,335
Charity and Diocesan Collections Distributed	\$ 121,825
School Subsidy and Tuition Assistance	\$ 437,459
Archdiocesan Assessment	<u>\$ 410,116</u>
Total Regular Expenses	\$ 2,578,760

Debt Service (principal and interest on loans)	\$ 35,200
Extraordinary Repairs and Capital Expenditures	\$ 247,633
Distribution of Approved Campaign Income	\$ 35,023
Transfer to Reserve for Capital Expenditures	<u>\$ 501,488</u>
TOTAL EXPENSES	<u>\$3,398,104</u>



Organization

Saint Margaret Parish will insure an appropriate organizational alignment of Pastoral Council, staff, committees, and ministries so as to fulfill its mission.

This goal calls us to assure that our organization is sufficient and structured properly for accomplishing the mission and objectives of the Strategic Plan.

Noteworthy Accomplishments

- Completed reorganization/re-alignment of entire staff, with new and clear lines of accountability
- Assured that Pastoral Council is connected with all major committees of the parish and works closely and regularly with pastor

Next Steps

- Complete the standardization of all staff job descriptions
- Review of organizational charts and staffing structure by independent, outside counsel

Parish Highlights

Registered Families	5,231
Sacraments:	Faith Formation/Education:
155 Baptisms	806 Students in Saint Margaret School
202 First Communion	809 Students in Religious Education
299 Confirmations	133 Students in High School Religious Education
21 Marriages	146 Children in Vacation Bible Camp
32 RCIA	65 Adults in 3 Bible Study Groups
117 Funerals	350 Adults in 21 Small Christian Communities



Background History

- January to March 2007 - Monsignor G. Michael Schlepner initiated conversations with the parish staff and Pastoral Council about the parish's future over the next three to five years. With the support of the parish staff, the Pastoral Council approved a proposal to do a Strategic Plan for Saint Margaret Parish.
- April to May 2007 - A Strategic Planning Steering Committee of five members including a consultant was established to guide the planning process. The process included a review and revision of the Parish's Mission and Vision statements. Five Core Topic areas were chosen for study and needed actions. Later, with the advice of our five committees, a sixth Core Topic was added. Our six Core Topics are: Living in the Lord; Leadership and Mentoring and Engagement; Facility Advancement; Finance and Development; Communication and Relationship Building, and Organization.
- July to October 2007 - Input from many varied groups in the parish was gathered for review of the Mission and Vision statements as well as for the Core Topics.
- November 2007 to April 2008 - The Strategic Planning Core Topic Committees conducted surveys, analyses of parish resources, focus groups, studied Church documents, and interviewed Archdiocesan personnel, Saint Margaret parish staff members and ministry volunteers. All Core Topic Committees and Pastoral Council members reviewed and confirmed the revised Mission and Vision statements. All goals and recommendations of each Core Topic were reviewed.
- April to June 2008 - All Core Topic Committees completed their rigorous work on the final goals, objectives and action plans.
- August 2008 - Pastoral Council reviewed and recommended to Monsignor Schlepner all components of the Strategic Plan: final Mission and Vision Statements as well as goals, objectives and actions for the six Core Topics. "Shepherding Committee" established to support overall implementation of Strategic Plan.
- Since September 2008 - The Shepherding Committee has been overseeing the implementation of the Strategic Plan.



The Vision and Mission

The Vision and Mission of Saint Margaret Parish reflect our focus for the 21st century. In its rich 100 year history, the parish consistently has deepened and expanded its response to the Mission of Jesus Christ. These statements offer the Parish Community renewed clarity for responding to the changing times and challenges of God's world.

Vision

SAINT MARGARET PARISH

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Seeking a world transformed and unified in Christ

### Mission

Saint Margaret Parish of Bel Air, Maryland is a multi-generational Roman Catholic Community centered in the Eucharist and committed to learning, loving, and living the Gospel of Jesus Christ.

We minister to each other and our neighbors, locally and globally by:

- praying and celebrating the Sacraments,
- growing and mentoring in faith,
- fostering relationships that create belonging, and
- serving with compassion and advocating for justice.



SAINT MARGARET  
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## Communication & Relationship Building

*Saint Margaret Parish will build relationships by enhancing internal communication and creatively conveying the Good News of our caring, accessible, faith filled community to the parish and beyond.*

This goal calls us to effectively present who we are as a community of faith and how we live our mission.

### Noteworthy Accomplishments

- Developed a new, formal branding for Saint Margaret Parish, implementing a new parish logo on all communications. The logo is represented by the parish initials embedded with a chalice and host to faithfully capture the spirit of the mission statement.
- Completed total redesign of the weekly bulletin
- Continued efforts to highlight the work of Saint Margaret Parish to the Harford County community
- Hosted quarterly gatherings to welcome new parishioners
- Offered intentional, regular invitations to Catholics not participating in church
- Collaborated with the other ten parishes of the Harford region, known as the Harford Catholic Assembly, on cooperative ministries.
- Participated in a united community effort providing services to local homeless shelters, substance abuse programs, the hospital and the detention center

### Next Steps

- Complete and launch redesigned parish website
- Enhance links and ensure consistency between the parish and Saint Margaret School websites
- Explore the use of social media and other electronic media tools to enhance catechesis, evangelization and communication
- Commission a professional study to make recommendations on providing space for fellowship gatherings in the church after Sunday Mass
- Serve as a mentoring parish for four Seminarians



## Finance & Development

*Saint Margaret Parish will strengthen its financial position by creating a culture of giving that provides the avenues to invite and engage our community.*

This goal calls us to be faithful stewards, and to share generously our gifts of time, talent and treasure to support the many ministries of our parish.

### Noteworthy Accomplishments

- Conducted effective offertory renewal program through Pastor's annual stewardship appeal
- Effectively managed and contained spending while maintaining ministries and parish services
- Added to the reserve established to fund future capital improvements
- Hired Director of Development
- Increased parish participation and contributions to the Archbishop's Annual Appeal
- Completed successful Memorial/Living Tribute campaign for liturgical enhancements at the Callahan Center.
- Increased intentional effort to promote EFT and Online Banking options for offertory to assist in predicting and stabilizing parish cash flow

### Next Steps

- Complete re-registration of all parish families
- Focus on inviting and engaging an increasing, committed donor base
- Develop a 5-year budget in support of the Parish Master Plan
- Commission professional studies of Saint Margaret church building and elementary school gym/hall as part of the Master Plan
- Complete a list of Memorial/Tribute Gift opportunities
- Continue to develop and expand intentional Planned Giving effort
- Support and promote Saint Margaret School in all aspects of its Centennial Celebration
- Begin collaboration with the Archdiocese on capital planning



## The Goals

### Living in the Lord

*Saint Margaret Parish will establish a comprehensive approach to faith formation that achieves life long learning, deepens prayer life, and promotes social justice.*

This goal calls us to infuse prayer and reverence into all aspects of parish life, to advance Catholic social teachings and the dignity of human life, and to provide a unified approach in teaching Catholic faith and values in all aspects of faith formation and ministries.

### Noteworthy Accomplishments

- Adopted a centrally organized and directed approach to faith formation
- Completed the review of middle and high school faith formation and youth program
- Continued to offer Faith Forums and quarterly faith formation mailings to all parishioners
- Initiated an Adult Faith Formation e-newsletter
- Hosted Lenten Suppers
- Continued to encourage and resource small Christian communities
- Established an Outreach Committee
- Mother Teresa Human Life Commission continued to increase awareness of and offer faith opportunities to lift up the sacredness of human life
- Created a second Prison Ministry at the Detention Center
- Increased Substance Abuse Ministry from 1 to 4 support groups
- Continued to encourage a form of prayer before all meetings and events



### Next Steps

- Implement a revised middle and high school faith formation and youth program
- Hire a Youth and Young Adult Minister
- Train a bereavement team to minister to those experiencing a loss
- Begin a weekly Sunday Mass with contemporary music at the Callahan Center



## ***Leadership & Mentoring & Engagement***

*Saint Margaret Parish will personally and actively engage young adults (18 to 40) to support them spiritually and strengthen our church community.*

This goal calls us to minister to 18 to 40 year olds. Faithful to our mission statement, we use the focus of social justice teaching to engage young adults with many parish outreach activities.

### **Noteworthy Accomplishments**

- Formed job description and began search for Youth and Young Adult Minister
- Hosted a family faith enrichment evening
- Began 12-Step programs oriented toward young adults, including a new AA group, an NA (Narcotics Anonymous) group and an FA (Families Anonymous) group
- Began church outreach programs targeted at young adults and families, including Family Ties and Cinderella's Closet
- Created educational programming for parents on the topics of sacramental preparation and the importance of regular Mass attendance
- Developed speaker programs, given by local experts, in the areas of family development and parenting in today's environment, including an Internet Safety workshop

### **Next Steps**

- Hire a Youth and Young Adult Minister
- Expand parental education/guidance offerings and speaker programs focusing on marriage and family development
- Develop a team of adults and young adults to mentor our youth to enable them to become more active in parish ministries



## ***Facility Advancement***

*Saint Margaret Parish will provide proper facilities that are sustainably developed, managed and maintained to support the faith, community and ministerial mission of the parish.*

This goal calls us to be thoughtful and responsible in the ongoing development and execution of the 20-year Master Plan for both the Saint Margaret and Saint Mary Magdalen campuses.

### **Noteworthy Accomplishments**

- 20-year Master Plan of both campuses completed and approved by parish leadership
- Completed and dedicated liturgical enhancements at Callahan Center
- Installed security system at Saint Mary Magdalen campus and parish office
- Improved the rectory at Saint Mary Magdalen
- Began utilizing software system for facility scheduling
- Implemented campus recycling program
- Completed study on feasibility of additional parking on the Saint Margaret campus – concluded to be not feasible



### **Next Steps**

- Design and install new signage on both campuses
- Conduct energy study of all buildings on both campuses
- Commission a professional study of the Saint Margaret church building (as part of Phase I of Master Plan) to look at needs including liturgical enhancements, as well as roofing, gathering space, lighting, sanctuary and restroom upgrade
- Commission a professional study of elementary school gym/hall
- Monitor and address capital concerns and maintenance needs of aging facilities
- Continue to assess physical space usage and needs for education, worship and ministry, as identified by the Master Plan

