

## Thanks for the Pantry FOOD & Groceries!



- Every week of the year, all year long, members of St. Francis Parish bring non-perishable food items to church that are then delivered by volunteers to local pantries.

- Also, each year about three major food drives happen at St. Francis usually in February, June & November.

The November Food/Grocery Drive is for delivery to homes in Ann Arbor & Ypsilanti of persons identified as "in need" through agencies. About 825 bags of groceries were given out. 161 is the TOTAL number of households we served with food/groceries last November. And, we delivered groceries to 107 households. While the rest picked-up groceries themselves. The households we served were identified through local agencies and organizations.

Thanks to all of the persons that signed-up to work on the Food Drive in November, especially our volunteer coordinators: Victoria & Patricia Hoffman, and Marty Javornisky.



The February Food/ Grocery Drive (about 800 bags) is delivered to pantries in Ann Arbor & Ypsilanti. St. Francis Parish is especially grateful for the work of our February 2004 volunteer Food Drive coordinators: Marty Javornisky, Sara Maxam.



And our June Food/Grocery Drive is for delivery to Detroit/Highland Park for our Sister Parish, St. Benedict & their HIV/AIDS ministry called *Wellness House*.

We normally take a school bus, a large U-haul truck full of food, and volunteers to help unload it. Then we share a lunch meal there provided by persons at our sister parish. This is a fun way to spend a few hours with family (including children) serving the needs of the poor.

## **Social Ministry**

**St. Francis Parish Helps the Poor!**

### Washtenaw County Jail

The Jail is now called "The Retreat House" by several volunteers and inmates.

In December 2003, two electronic piano key boards were donated by St. Francis Parish Members for use in the Catholic ministry at the Washtenaw County Jail. One is a like-new used-key-board, and the other is a brand new key board purchased from "King's Key Board Store" thanks to a designated donation of \$400.00. Both of these instruments are a wonderful investment for this ministry. Our volunteer musicians and all of the assembly worshipping in the jail sound like a seasoned choir. I hope that one day they will be out of jail & singing here at Church.

Since the beginning of this ministry, March 2002, we have had more than: 55 classes; 50 Masses; 10 Eucharistic adoration evenings; 200 Reconciliations; 2000 one-on-one visits; 27 new persons initiated & received into the Catholic Church, (Of the 27 new persons received, 20 were baptized); 4 Catholics made their First Communion & were Confirmed.

Scores of men & women in the Washtenaw County Jail are wounded, hurting & in need of spiritual healing. They are seeking the Lord Jesus who alone can reconcile and make new. They are waiting for an opportunity to attend Catholic Mass, Eucharistic adoration, & Catholic inquiry class. There is a need for more Catholic services & more volunteers.

Learn more at: [www.stfrancisa2.com/socialministry/jail.htm](http://www.stfrancisa2.com/socialministry/jail.htm)



### Thanks for the Safe House Christmas Party

Each year our St. Francis parish family provides and hosts the Christmas Dinner Party for the Safe House staff and clients. *Safe House is a shelter in Ann Arbor for women & children who are victims of domestic violence.*



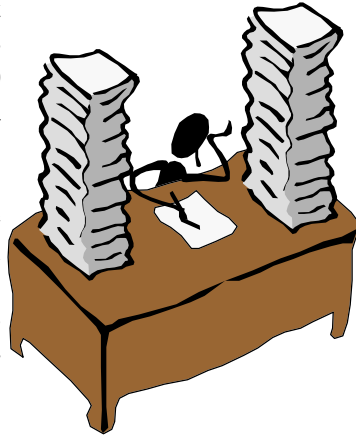
The meal & party serving 150-200 persons was wonderful including Santa singing & gifts; activities for the children: arts, crafts, & games in the gym. Thanks to all of our volunteers especially our volunteer coordinators: Kathleen Tobey, & Jacqueline Ziemba.

## THE BUDGET AS GO\$PEL???

People who may not be familiar with the inner workings of the Parish may be surprised to learn that our annual budget is currently about \$4 million, and we employ approximately 60 people full-time and another 25 or so on a part-time basis. Activities are coordinated through 10 "departments", each of which is headed by a senior staff member. These departments, or ministries, include Social Concerns, Worship and RCIA, Music, Adult Education, Elementary School Religious Education, Middle School Religious Education, Youth and Young Adults, School, Extended School Program (ESP), and the one that I am responsible for, Parish Administration and Maintenance. How can Fr. Jim, or any of us, maintain a good handle on the activities of each? The answer lies in the annual Parish budget. In this respect, we are no different than a typical small-to-medium-sized business. The budget is our financial road map.

At St. Francis, the first step in establishing the budget is for our Parish Finance Council to establish some overall budget assumptions for the coming year. This includes such general topics as anticipated level of Sunday contributions, rate of increase in health care insurance, and level of capital expenditures. Once these are established, our various department heads (including the school principal) then put together their own proposed budgets. No one knows their ministries as well as they do; they use this knowledge of programs and activities which either worked, or perhaps didn't work well enough to be repeated, as well as prior years' expenditures, to come up with a proposal for the coming fiscal year (beginning July 1). This usually takes place by January 15 of each year, almost six months in advance of the start of our new fiscal year.

After they have prepared their proposed budgets, which cover all anticipated expenses other than compensation and benefits (which cannot really be determined until we know what the Parish budget as a whole might look like), each department head meets with Fr. Jim and me to review



their proposals. After this step is finished, they will then meet with what we call an *ad hoc* committee, made up of representatives from Pastoral Council and Parish Finance Council, as well as from their own steering committees, to further review, and defend if necessary, their proposals. By the end of January, each department head submits to me their final proposed budget (what I like to call the "semi-final budget"). I put them all together, and then plug in our anticipated revenues, debt amortization, and employee compensation and benefits, and see if we will have sufficient revenues to meet the requested needs for the coming year. If we don't, then we go back to make cuts in our proposed expenditures, but if the revenues are sufficient, *Voila!*, the budget is finished; this occurs early in February.

Once I have a Parish budget that I am comfortable with, I meet with Fr. Jim who goes over it line-by-line with me. We may have to tweak some lines, but most typically, everything stays intact. The final step is the budget's ratification by the Finance Council at its meeting in mid-February. It is necessary to complete the new budget this early so that we are able to tell new and returning school families, by the time of the school's open house in early March, what tuition levels will be for the coming school year.

All in all, this process seems to be working quite well. We are able to monitor trends in both revenues and expenses by reviewing monthly reports, and every department head has a vested interest in staying within his/her budget, since they were the ones who initially prepared the budget proposals. And, I'm pleased to say, our department heads have done a marvelous job of keeping their expenditures in line with their budgets, and with revenue expectations.

--Dave Barera, Parish Business Manager



## Premier Event Introduces Speaker to Educational Trust Fund Benefactors

November 13th was a festive evening at the St. Francis of Assisi Rectory. Fr. Jim McDougall and Mrs. Linda Miller hosted several dozen Educational Trust Fund (ETF) supporters who came to hear the announcement of the guest speaker for the 3<sup>rd</sup> Annual ETF Benefit set for Thursday, May 6, 2004 at St. John's Conference Center in Plymouth. Mr. John Findlater, Educational Consultant to Catholic Schools, will offer his thoughts about Catholic education in an uplifting and motivating presentation titled: *"They Better Be Different because They Have Spent Time with Us!"*

Mrs. Miller and the staff have heard Mr. Findlater and Mrs. Miller tells us, *"As a parent, teacher and administrator, Mr. Findlater's presentation was lively and thought provoking. He has many real life experiences to draw upon and he will have us both laughing and pausing to reflect on Catholic family life."* To that end, the May 6<sup>th</sup> Benefit will feature the theme of the 100<sup>th</sup> anniversary of the National Catholic Education Association - "A Faith-Filled Future." Mrs. Miller also announced that Mr. Bruce Madej, Sports Information Director of the University of Michigan, will

serve as Master of Ceremonies. Mr. Madej is a St. Francis of Assisi School parent and was honored to receive the invitation to act as Master of Ceremonies.

The Benefit Premier provided guests with the opportunity to talk openly about their commitment to St. Francis School and its future. The Educational Trust Fund is one way of providing for the future. Board of Trustees Chairperson, Bill Anhut, gave a brief history of the ETF. He also mentioned that over the past two years the Benefits have helped build the corpus of the fund while creating awareness in the parish relative to the goals of the ETF. That awareness has generated over \$10,000 in additional gifts.

At the close of the fiscal year June 30, 2003, the fund had \$640,279 invested with the Diocese of Lansing. Each year the interest is transferred to the school's operating budget to help pay expenses; in the 2003-2004 school year, the interest awarded totaled \$36,000. Ultimately, by establishing an endowment of ten million dollars, the ETF can help keep tuition affordable and ensure the financial well-being of St. Francis School.

For a ticket price of \$125 guests will enjoy tasty hors d'oeuvres and cocktails, a scrumptious dinner and dessert buffet and memorable comments from John Findlater. The evening will also in-

clude a small collection of one-of-a-kind silent auction gift baskets valued at \$200 and above. And, following John Findlater's remarks, a live auction will commence for a very special treasure. Keep your eye on the Educational Trust Fund page in the St. Francis of Assisi Parish web site ([www.stfrancisa2.com](http://www.stfrancisa2.com)). As treasures are loaded into their baskets they will be announced to supporters.

As a member of the St. Francis Parish Community, please consider supporting the 3<sup>rd</sup> Annual Educational Trust Fund Benefit. You can purchase a ticket, organize a table of ten, make a donation or become a committee member. Your participation in this important activity is sincerely appreciated! Please contact Colleen Pierce, Director of Development, at [cpierce@stfrancisa2.org](mailto:cpierce@stfrancisa2.org) or 821-2208 regarding your area of interest.

ETF Benefit Evening:

**"A Faith-Filled Future"**

**May 6, 2004**

St. John's Conference Center  
in Plymouth



For tickets contact:

Colleen Pierce,  
Director of Development, at  
821-2208 or  
[cpierce@stfrancisa2.org](mailto:cpierce@stfrancisa2.org)

# MIDDLE SCHOOL YOUTH NEWS

*Beating the Blues!*



Middle School youth found plenty of ways to be happy at the recent “Winter Blues Night,” hosted by the Y.E.S. Middle School Youth Group.

Our next event will be the **Middle School Youth Rally** a day of spiritual growth and more fun activities. The rally is on **March 6** from 2 to 9:00 p.m. at Powers High School in Flint, and is sponsored by the Diocese of Lansing. For more information call Rita Zyber at 821-2133.

