

# St. Patrick Parish / St. Michael Mission

## Monthly Report - Cochise Vicariate – 30MAY13

(View this report online at: [www.stpatsbisbee.com](http://www.stpatsbisbee.com))

**Snapshot** (A Quick Review of new business since last report)

### **General**

#### **Safe Environment**

We are in complete compliance. Compliance Rep. Dcn. Joe Delgado. Database of volunteers is in place. Dcn. Joe is working the required audit.

#### **Staff**

Lupe Valenzuela – Custodian (Hourly 16hr/wk) has terminated employment. We are in process of hiring her replacement; Nancy Pico.

#### **Fiscal**

##### **Finance Council**

Have concluded budget work. Approved 2013-2014 budget 28MAY13

##### **Annual Catholic Appeal**

Goal! 111 participants, 120% of Goal, \$23,703 pledged.

#### **Bingo**

Bingo is closing for summer. Will restart October 2013. Action due to low player participation.

#### **Faith Formation**

**Youth Religious Education** – Programs concluded. Will restart September 2013.

#### **Adult Confirmation**

None in process

#### **RCIA**

None in process

#### **Liturgy**

##### **Flooring Project**

Has things a bit messy (carpet removed, old glue remnants etc). Will be okay for weekend Mass. Parishioners seem understanding.

#### **Baccalaureate Mass**

Blessed our Bisbee High School Seniors Saturday 5:15pm Mass. Nice attendance.

#### **Pastoral**

**Annulment Petitions Processed:** 3

**Funerals:** 3 celebrated since last report.

**Graveside Interment:** (Outside of Funeral): 1 celebrated since last report.

**Weddings:** 0 celebrated since last report.

**Marriage Prep in Process:** 5 couples

**Baptisms:** 4 celebrated since last report.

**Anointing's Homebound / Hospital:** 5 approx.

**Quinceañera:** 0 celebrated since last report.

#### **Car Show**

Hosted a car show 18MAY13. Operated by Bisbee Chamber of Commerce.

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### Facilities

- **Church Lighting:** Many fixture in need of bulb replacement. Am working with electrician to perform fixture upgrade to LED. Still waiting for proposal.
- **Hall Door Project:** Have replaced made door handicap accessible with poured concrete.
- **Church Flooring:** 1<sup>st</sup> phase (sanctuary flooring) of work complete and sanctuary is beautiful. 2<sup>nd</sup> phase, nave wood floor re-finishing has begun.

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## Detailed Report

### Staff

#### Volunteers

Many, but always need more.

#### Lay Ecclesial Minister

Sandra Bernal

#### Women Religious

None

#### Clergy

Fr. Samuel Jandeh, Deacon Joe Delgado, Deacon Bill Lugo, Deacon Ricardo Pinzon, Deacon Tony Underwood

#### Paid Staff

Fr. Samuel Jandeh – Parochial Vicar (Salaried), Sr. Marilyn Winkel, CSA – DRE (Stipend), Dcn. Tony Underwood – Pastoral Administrator (Salaried), Rosemary Garcia – Office Manager (Hourly 32hr/wk). Lupe Valenzuela – Custodian (Hourly 16hr/wk) has terminated employment. We are in process of hiring her replacement; Nancy Pico.

### General

#### Safe Environment

We are in complete compliance. Compliance Rep. Dcn. Joe Delgado. Database of volunteers is in place. Dcn. Joe is working the required audit.

#### Web Site / Email / Phone

Web Site: [www.stpatsbisbee.com](http://www.stpatsbisbee.com). Email: [stpatricks@cablone.net](mailto:stpatricks@cablone.net) Phone: 520.432.5753

#### Weekly Pastoral Staff Meetings

Held to facilitate good communication and pastoral care provided our people. On summer break.

#### Board of Directors Budget Meeting

Notifications sent 29MAY13. Meeting scheduled for 13JUN13 at 12 noon.

### Fiscal

#### General

All Weekly Collection Reports, Monthly Custom Summary Reports, Special (ie Festival) Reports, Annual Catholic Appeal Reports, and Annual Parish Financial Reports are distributed in our weekly bulletin and posted on our web site for parishioners review.

#### Finance Council

Council meets monthly. Function and operation strong. Have concluded budget work. Approved 2013-2014 budget 28MAY13

#### Accounting Year to Date (01JUL12 to Present)

We are solvent, checking account stable; we are operating within our budget. **EXTREMELY tight**. We publish in each week's bulletin a financial statement of the previous weeks collection results. The bulletin for the first weekend of each month contains a complete monthly financial report for the parish/mission, including PPIT accounts and Catholic Foundation Investments.

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**Grants:** No Activity

**Memorial / Tribute Giving Program:** Low Activity

**Bequest:** No Activity

### **Annual Catholic Appeal**

Goal! 111 participants, 120% of Goal, \$23,703 pledged.

### **Bingo**

Bingo is hosted by the Copper Knights in the parish hall each week. Bingo is closing for summer. Will restart October 2013. Action due to low player participation.

### **Fall Festival**

Nothing to report

### **Gift Shoppe**

Open daily. Is self-sustaining. Income reported with each financial monthly report.

### **Church Donation Box and Candle Memorial**

Located in the narthex of the church. Donation box is meant to invite donations from tourists. Income helpful.

## **Faith Formation**

**Youth Religious Education** – Programs concluded. Will restart September 2013.

### **Men's Prayer Group**

For men of the parish/mission. Held weekly for 1 hour. Response favorable.

### **Adult Confirmation**

None in process

### **RCIA**

None in process

### **Permanent Deacon and Lay Ecclesial Ministry Formation**

We have 1 deacon aspirant interested.

### **Year of Faith**

Calendar for Year of Faith set. Monthly Faith Formation session opportunities available. Blurb in weekly bulletin. Response slowing. Also publishing in each week's bulletin a series on the "Decree on the Apostolate of the Laity".

### **Role of Laity**

Working with LEM Sandra Bernal to present talks on role of laity in church. Is in the planning stages.

## **Liturgy**

### **Year of Faith**

We are praying the YOF prayer at the conclusion of the Prayer of the Faithful each Sunday and Weekday Mass.

### **Flooring Project**

Has things a bit messy (carpet removed, old glue remnants etc). Will be okay for weekend Mass. Parishioners seem understanding.

### **Baccalaureate Mass**

Blessed our Bisbee High School Seniors Saturday 5:15pm Mass. Nice attendance.

## **Pastoral**

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### Pastoral Council

New members in place. Council meets monthly.

### Youth Group

Youth group in place. Their name: Bisbee Naco Youth Crew (Stands for: **C**atholic, **R**eady, **E**quipped and **W**illing)

### Baptism Class

Held first Tuesday of each month in the church for parents and sponsors. Sandra Bernal facilitates.

**Annulment Petitions Processed: 3**

**Funerals: 3** celebrated since last report.

**Graveside Interment: (Outside of Funeral): 1** celebrated since last report.

**Weddings: 0** celebrated since last report.

**Marriage Prep in Process: 5** couples

**Baptisms: 4** celebrated since last report.

**Anointing's Homebound / Hospital: 5** approx.

**Quinceañera: 0** celebrated since last report.

### Exercise Classes (Regular)

We offer (free) 1 hour exercise classes on Monday's and Wednesday's in the parish hall. Parishioner Ursela Richie leads.

### St. Vincent de Paul

We continue to serve 70-100 each week with food and clothing distribution. What a blessing for our community.

**Homebound Visits: 8** Lay Ministers - 40 visits weekly.

### Detention Ministry

Our team of ministry volunteers continues to serve the needs of our incarcerated brothers and sisters at the Cochise County Jail through monthly Communion Services. Ministry coordinated by Liz Lillard.

### Women's Club

They meet the first Wednesday of each month. They funded the re-tiling project for the entry into our parish hall.

### Bisbee Ministerial Council

Dcn. Joe Delgado represents our parish.

### Car Show

Hosted a car show 18MAY13. Operated by Bisbee Chamber of Commerce.

## Facilities

### Risk Management

We work very hard to identify and resolve possible issues.

### St. Michael Mission

- **General:** No Change. Renovation underway. Much work to be done. Parishioner Jessie Morales is coordinating and overseeing project. Doing much of the work also. He is a real blessing. We continue search for funds.

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- **Detached Chapel – Mission:** Work underway for the repair of the detached chapel.

### St. Patrick Church

- **Church Lighting:** Many fixture in need of bulb replacement. Am working with electrician to perform fixture upgrade to LED. Still waiting for proposal.
- **Hall Door Project:** Have replaced made door handicap accessible with poured concrete.
- **Church Roof:** Have contacted Progressive Roofing Company to perform a maintenance inspection on our tile roof. Progressive performed the install of our current roof in 1995. Inspection will take place at no cost to church and when inspector is in Cochise County.
- **Church Flooring:** 1<sup>st</sup> phase (sanctuary flooring) of work complete and sanctuary is beautiful. 2<sup>nd</sup> phase, nave wood floor re-finishing has begun.