

St. John The Baptist Parish Development Commission

Date: Tuesday, December 14, 2021

Attendees:

X	Mary May (Staff Rep)	n/a	Fran Davis (unavailable)	X	Janet Glaser
X	Vicky Wicks (chair)	X	Gene Delaune	X	Don Grant
X	Mark Hammer (PLC rep)	n/a	Bob Gabler		2 Open Members

Theme for the Year: Restoration to Life

PDC Goal: Give parishioners the opportunity to experience **the joy of living with a generous spirit** and bring about restoration in our parish and broader community.

AGENDA

5:30 - 6:00 Mass

6:00 - 6:30 Dinner

6:35 - 7:55 Commission Meeting

8:00 - 8:45 PLC Meeting

Prayer – Legacy Society prayer – [Led by Vicky](#)

Development Report – [Led by Mary](#)

From 12/14/21 Leadership Team report:

Core Commitment 2022: Restored to Life! As you know, November 20/21 was commitment weekend for our Core Commitment Renewal campaign. As of this writing we have received 320 response forms pledging commitments to our core values. 267 have been entered thus far, with financial commitments for 2022 totaling \$646,810. (For 2021 we received 380 response forms, pledging \$1,054,153.) Many of these same responses also include pledges for our core values of Reliance on Prayer and Willingness to Grow, for which we are also grateful. Our parishioners are committing to lives of prayer and an ongoing willingness to learn and grow in their faith. We are also sending thank you postcards to those who have made pledges, including a note about the Christmas book giveaway. We are grateful to God for his many blessings and we ask him to restore us to life now and in 2022. If you have not already done so, please join us in this prayer and commitment! More information can be found [here](#) on our website, including an [online pledge form](#) and an [electronic giving link and form](#). Be restored with us! Thank you all!

*As of 2:30pm – 333 monetary pledges submitted totaling \$799,730

- Core Commitment 2022
 - Hospitality the weekend of November 20/21 – thank you!
 - Commitment responses
 - Electronic giving sign-ups

*There was an uptick in electronic giving through our webpage link

*Changeover from Vanco to ParishSoft software lost approximately 20 individuals because of no valid contact information or they didn't respond to calls and emails.

*299 calendar year electronic givers, totaling \$603,000. We are slightly ahead of 2020's \$589,000

- Follow up

*Acknowledgements and thanking these individuals are the priority for Mary. There will be a thank you postcard sent with a note about our Christmas book giveaway with a special offer for a copy to be reserved. There are 1,300 books donated anonymously. Extra prayer cards are also being ordered.

*Research ways to follow-up to those families that committed last year but not this year. Options are to send a letter with Fr. Paul's signature and follow-up with a phone call, send an email with links to our webpage commitment form, include a simple and quick way of access. Include a thank you for past donations, reminder to fill out form for the current year, check-in for prayer requests with no chastisement.

*Commission help is needed for identifying those to reach out to and Gene offered his help.

*Additional follow-up can be decided after gathering some data around giving two years ago, last year and this year. Why did they give one year and not the other? Are they still giving, but haven't filled out the form? Did the style of asking for the commitment influence return? Don offered his help in going through the data. Data will show if there is any return on investment of our time to reach out.

*Also discussed adding an option on next year's Core Commitment form that "all information remains the same" to try and encourage people to submit their commitments, but not feel like we're gathering redundant details.

- Wish List update
 - Gene provided some suggestions on alternate formatting for these requests

*Four pages have been pared down to two pages

*We have received four items from the list – Microphone, Garden of Life Chapel sign, Large Screen TV and Stations of the Cross Garden replacement boards and nameplates

*Commission proposal: Follow-up on wish list to identify those items unfunded and use those items to be funded by an endowment. Prioritize those top 5-10 items for the next draw. Church leadership would have to make those decisions.

*A copy of the January 2021 CCF SJB Endowments report was shared with the committee:

- Grant received

*\$62,000 in grant funding has been received through an application from Filia, including distributions of \$25,000 towards LED lights for the Chapel of the Angels renovation and \$25,000 towards the school public address system.

- Sunday Giving

*Down YTD by \$9,500 from our budget

Recruiting new members – Report by Vicky

- Reached out to person mentioned last month and he is currently serving as president on a board and felt another commitment would be challenging for him
- Reviewed the list of current Legacy Society members
- With Fr. Paul's approval we have selected a few people who have previously been active in ministry at St. John's
- Will be reaching out to them after the holidays

Goals for 2021/2022:

- **Legacy Society SMART Goal** - Specific: Build on our momentum from 2020-2021 and continue to strengthen and define the Legacy Society by promoting the "Joy of Generosity", sponsoring programming,

showing appreciation to those who donate, and increasing the number of members in the Legacy Society by 5% by 8/1/2022.

Report – Led by Vicky

- Notes from Mark Haidet – addressed to the Legacy Committee Members on Jan 18, 2017

*Information presented to Mary and wanted to share with us. Revisit their discussion.

- Goal – build a strong parish endowment through Legacy gifts to help ensure St. John’s will always be a vibrant parish.
- Mark met with or emailed several individuals doing similar work at other parishes and talked to CCF and came up with the following suggestions:
 - Develop a clear vision of why endowment is important and how plan to use
 - Determine which programs should be supported by endowment funds?
 - Should the number be increased? (at the time there were 4 – cemetery, school scholarship fund, capital and general operations)
 - At St. Odilia parishioners may designate their gifts to one of several program areas – e.g. worship, faith formation, pastoral care, justice, school, capital, undesignated
 - St. Odilia has one unrestricted endowment managed by CCF and internally tracks award payouts based on donor designation
 - Mark recommended that anyone who makes a gift of \$50,000 or more be given the opportunity to develop their own named endowment
 - Recognition Plan

*Definition is a plan to find those that could give towards the legacy society

- List of parishioners age 60 and over who have been parishioners for at least 10 years and have offered consistent financial support
- All parishioners who have been actively involved as volunteers during past 10 years

*CCF was invited to a combined meeting in February with the Finance Commission to discuss questions about investment opportunities and to answer any other questions we have. All questions will go to the Finance commission to forward to CCF. We will talk in January to narrow down our questions. The website link will be sent out to PDC to prep for our January meeting.

*An email exchange after this meeting now has the CCF coming March 22nd and meeting separately with the Finance Commission from 6:30-7:00 and the Parish Development Commission from 7:05-7:35.

- **Parish endowments SMART goal** - Increase the visibility and funding of SJB’s endowments by creating a new endowments brochure, adding an [endowments](#) webpage, and scheduling an endowments weekend in the parish calendar.

Report – Led by Mary

- Where have SJB endowment distributions been used?

*Report handout of our St. John the Baptist endowments with history of principal as of 1/31/21, disbursement amounts available and draws made. Total disbursement available was \$56,800.

**Catholic Community Foundation
St. John the Baptist Endowments**

2021 Fund Report

Endowment	Principal as of 1/31/2021	Disbursement available
Operating Endowment	\$904,942	\$28,900
Capital Endowment	\$90,920	\$3,100
Cemetery Endowment	\$219,260	\$6,600
Tuition Assistance	\$541,652	\$16,400
Pastoral Outreach in honor	\$64,763	\$1,800
Total	\$1,821,537	\$56,800

Draws

Fund	Fund no.	2016	2017	2018	2019	2020	2021	Totals
Operating Endowment Fund	50214A	\$ 3,500	\$ 7,500	\$ 12,500	\$ 18,100	\$ 23,500	\$ -	\$ 65,100
Capital Endowment Fund	50214B	\$ 2,600	\$ 2,700	\$ 2,900	\$ 3,000	\$ 3,100	\$ 3,100	\$ 17,400
Cemetery Endowment Fund	50214C	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Tuition Assistance Fund	50214D	\$ 4,700	\$ 6,000	\$ 8,200	\$ 11,000	\$ 13,700	\$ 16,400	\$ 60,000
Pastoral Outreach Ministry Fund	50214E					\$ -	\$ 1,800	\$ 1,800
		\$ 10,800	\$ 16,200	\$ 23,600	\$ 32,100	\$ 40,300	\$ 21,300	\$ 144,300

Per CCF:

The amount available for distribution is based on a 4% spending rate, applied to a 20-quarter average of the value of the endowment fund.

*Disbursements available and drawn is a good way to show the value of an endowment.

*Question to CCF – What is the difference between disbursement, draw and amount available

*Can we link a draw to a specific project that it funded? Can we use that information to make cases to attract donors to designate toward an endowment and to show what we couldn't do without additional funds? Example would be number of students assisted with the tuition endowment.

*Two \$100,000 gifts have been received, with one designated for capital renovations

*Sharing information about projects being started including payments made or funds needed and the source of funding would create a feeling of comfort for parishioners

*Catholic Community Foundation website - <https://www.ccf-mn.org>

- Example from St. Croix Catholic School

Stillwater brothers leave Catholic school \$2.6M for scholarships

By [JOSH VERGES](#) | jverges@pioneerpress.com | Pioneer Press

PUBLISHED: December 2, 2021 at 4:25 p.m. | UPDATED: December 3, 2021 at 10:21 a.m.

Two Stillwater brothers who recently died have left \$2.6 million to help more students attend St. Croix Catholic School, the school announced Thursday.

World War II veteran Jean DeCurtins, photographed Feb. 27, 2017, when he was 98. (Scott Takushi / Pioneer Press)

The gift from bachelors John and Jean DeCurtins will create a tuition assistance endowment for the school, which has 308 students in grades pre-K-8.

"The Lord has been so good to us in ways we will never be able to number," Principal Sister Maria Ivana said in a news release.

The school has an existing endowment of around \$3.9 million to help with operating expenses. The DeCurtins brothers' gift will fund a separate endowment specifically for tuition assistance.

Officials still are figuring out how the new scholarships will be formulated, but they expect the funds will enable more students to enroll at the school, including those from families that never considered private school because of the cost. Families now pay up to \$5,350 per child in tuition.

"With this endowed gift, our hope is that more families will consider the impact a Catholic education at SCCS can have on their children, where we unite with families to form scholars, disciples and servant leaders," the school told the Pioneer Press.

The DeCurtins brothers were longtime Stillwater residents who lived together in the home where they grew up. They were members of the Church of St. Michael.

John, who worked as a surveyor for Washington County, died in 2018 at age 95.

Jean, who dug holes for Northern States Power Co., was 100 when he died in 2019. Both men had served in World War II, and Jean was the last surviving member of the A&D Last Man's Club, a Stillwater-area social club that began with 180 infantrymen.

"Jean and John valued education, and their generous gifts will provide opportunities for so many children," friend Lori Houston said.

*Article is a good example of what a large endowment can do for St. John the Baptist

*A \$2.6 million endowment would earn about \$85,000 a year

*Mark Haidet has been invited to attend a later PDC meeting in April or May

*Having a process for acceptance of endowment funds and disbursement will enable us to create a case/story and language to receive more funds

*Question to CCF – What is the balance between liquid dollars, savings, checking and endowment funds. The Finance Commission has the same types of questions. Appeal of non-restricted vs. restricted funds.

*How do we not compete with our regular annual/Sunday giving?

*Revisit our brochure and include more information at our next End of Life Seminar

- **Annual Development Plan (7:35)**

- **SMART goal:** Create a comprehensive calendar of all church, school, and cemetery fundraisers and incorporate opportunities for Legacy Society and endowment promotions and events.
 - Measurable: The PDC will add two Legacy Society events to the calendar, including one for the Feast of St. John the Baptist, and promote endowments through 1- 2 additional events or campaigns.
 - Time-Bound: The calendar will be ready for implementation for 2022-2023 by May 1, 2022.

*Development Calendar draft will be ready for review in January

*Bulletin messaging will be included in the plan, along with exploring using Fr. Paul's weekly parish email as a way to communicate and educate

New PDC Purpose Statement

The purpose of the Parish Development Commission is to advise the parish on promoting a spirit of generosity in support of the mission and core values of St. John the Baptist Catholic Church, School and Cemetery.

The commission seeks to foster an authentic **joy in generosity** that will enable the parish's day-to-day operations and a broad range of initiatives including the Legacy Society, parish endowments, capital projects, and special funding needs of the church, school, or cemetery.

Parish strategic priorities of projects/programs (7:45) – see update to be distributed prior to meeting and/or review list below.

From 12/14/21 Leadership Team report:

- **Projects at St. John's.** We have been blessed over the past year with the ability to add to our capital reserves, which allows us to meet either planned or unforeseen building, mechanical and other needs. With the guidance of several commissions and proper approvals, we are planning several projects and reviewing the need and priority of others. In process or scheduled at this point are the following: HVAC control replacement, a heat exchanger to separate the church's in-floor heat from the larger system, adding glycol to our heating system and adding two new spotlights over the church altar. Larger projects under review are church windows, cleaning the church ceiling, and a public address system in our school (see Principal Laird's note on this). Planning in earnest will soon begin on the renovation of the Chapel of Angels, which we hope to begin in the spring of 2022. Commission review and input will help guide these projects and decisions, for which we are grateful.

Other topics (as time permits)

- Anything else?

*Next Steps

*Work on a proposal for our next endowment weekend for 2022

*Tie endowment funds to specific projects – We need to create a case/story

Thank you, all, for your dedicated service, faithful witness, and for living out of a generous spirit!