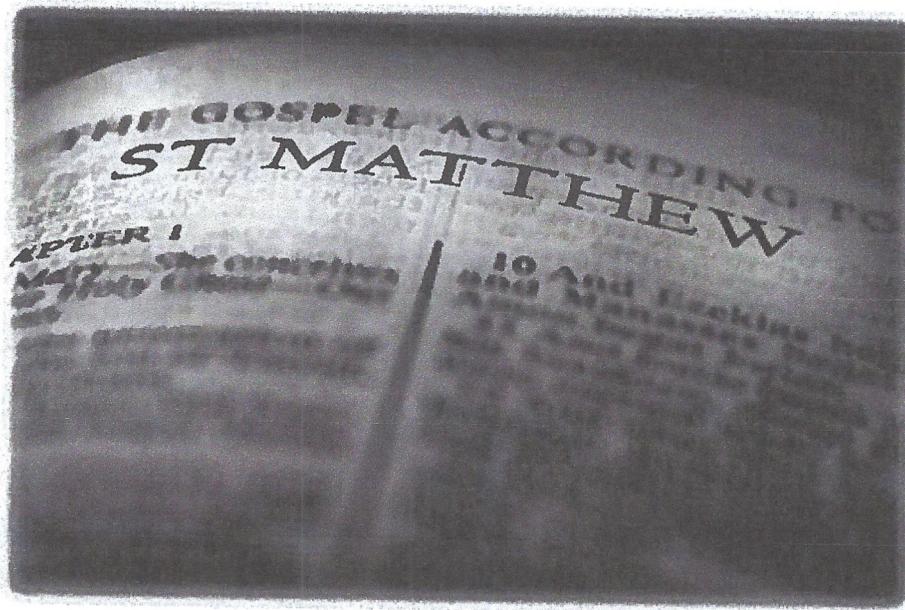


# SAINT MATTHEW the EVANGELIST PARISH

## ANNUAL FINANCIAL REPORT FISCAL YEAR 2025 (JULY 1 2024 – JUNE 30 2025)



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



Archdiocese  
of Boston

Please visit our Website:

[billericacatholic.org](http://billericacatholic.org)

Parish Office

One Grace Avenue      Billerica, Massachusetts 01821      978-663-8816

Dear Parishioners,

We are pleased to present to you our Annual Financial Report for the fiscal year July 1, 2024 - June 30, 2025. This report is far more than numbers on a page.

It tells the story of a vibrant, growing faith community strengthened by worship and fellowship and committed to our love of God and our neighbor.

We are grateful and blessed for the leadership and guidance of Fr. Chris and Fr. Jean who continue to nourish our spiritual growth. We are proud to communicate our transparency with parishioners and focus on the pastoral needs of our faith community. We extend our heartfelt thanks to our parish councils and committees, staff and the many ministries and volunteers whose service makes our parish prosper each day.

Our Faith Formation program continues to thrive and community life at Saint Matthew has blossomed with the addition of new ministries such as The Legion of Mary, the Parish Nurses Program, and the Parish Events Ministry - all while continuing to manage our financial plan. We pray that with a generous sharing of time, talent, and treasure on the part of all our parishioners, we can continue to make progress growing our parish.

Thank you for your continued support, generosity, and prayer. With God's guidance, we look forward to the year ahead with hope.

Yours in Christ,

## Finance Council Members

Trish Holland

Chad Laliberte

Dan Quattrocchi

## Recap of Other Financial Information (As of June 30, 2025)

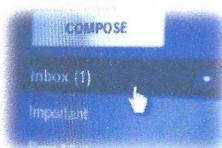
**FY2024**

|  |                |                |
|--|----------------|----------------|
| Parish Operating Account   | \$26,153.25    | \$13,619.10    |
| Parish EFT Account   | \$1,151.89     | \$16,060.30    |
| Parish Women's Club Account  | \$9,869.40     | \$10,923.09    |
| Altar Server Scholarship Account                                   | \$20,126.86    | \$19,951.32    |
| Parish RCAB (Roman Catholic Archdiocese of Boston) Savings Account | \$110,451.27   | \$417,883.86   |
| Mary Arsenault Trust -Restricted                                   | \$3.12         | \$1,025.75     |
| Common Investment Fund – Endowment                                 | \$1,413,736.79 | \$1,317,369.78 |
| Outstanding Payables/Balances                                      | \$25,400.08    | \$26,661       |

## There's More to it than the Numbers

The Annual Financial Report typically presents numbers – and there are plenty of those. But there is so much more to the story. In FY2025, we celebrated a 15% increase in Mass attendance, giving thanks and welcoming those to worship and find a spiritual home at Saint Matthew the Evangelist.

### DO WE HAVE YOUR UPDATED EMAIL ADDRESS? MOST OF OUR COMMUNICATION IS SENT THROUGH EMAIL



Are you receiving our emails regarding parish events? To update your email address, please call our parish office at 978-663-8816 or email us at [admin@billericacatholic.org](mailto:admin@billericacatholic.org). Thank you in advance for this very important information.

### SAINT MATTHEW THE EVANGELIST WEBSITE

We invite all to view our website at [www.billericacatholic.org](http://www.billericacatholic.org) where you are able to find up-to-date goings on in our community. From learning about our Pastoral Team, to current events, Mass times, and parish bulletins you are able to find a plethora of information.

Also available as a resource for information is our **Facebook page (Saint Matthew the Evangelist Parish – The Catholic Community of Billerica)** and our **Instagram page (@catholiccommunityofbillerica)**.

### SAINT MATTHEW ONLINE GIVING

St. Matthew is pleased to offer online giving to easily provide the means for one-time as well as recurring gifts! Using the convenient QR code or drop-down menus you can easily choose between Sunday donations or other collections.

**Online giving can be accessed from our website (<https://billericacatholic.org/givenow/>)**



**Online giving enables parishes to meet parishioners where they are in their lifestyle.** Today, we spend a significant amount of time and resources online. By using online giving we invite parishioners to share in parish life. Between demanding schedules, traveling, and trying to get out the door on time for Mass, it can be challenging to give on a regular basis as God calls us to do. **With Online Giving, you can give back to your church whenever and wherever with the simple click of a button from your computer or smart device.**

Online Giving even makes tax time easier. The donations you make with Online Giving are credited to your tax statement for the end of the year.

More benefits of Online Giving include:

- Create a user account to manage your contributions (and ability to print reports).

- 24/7 access and the ability to donate.
- Easily schedule recurring and future donations to coincide with your pay period. Credit card option allows you to take advantage of rewards such as air miles or cash bonuses.
- No need to disclose bank information because you enter it directly into the Online Giving secure site.
- Continue to support your church even when you can't attend service with one-time or recurring donations.

Email notification will confirm your gift has been received. Recurring gifts receive notification when each gift is received.

## **SAINT MATTHEW STEWARDSHIP**

This year St. Matthew Parish continued to focus on stewardship in all aspects of parish life. Stewardship is the joyful recognition that everything we have is a gift from God, continuing to broaden our knowledge of God and His church. The primary rewards of stewardship are always personal – both with God and our neighbors.

Stewardship is not simply about finances, but living our gratitude in action. We care for our parish community through our time, our abilities, and our generosity. How can we share? We can share spiritually (by attending Mass, praying regularly, attending a parish faith group), sharing our talents (volunteering in multiple ways in the parish), and sharing our treasure (by contributing to the parish through giving). To explore stewardship opportunities at St. Matthew the Evangelist, please visit <https://billericacatholic.org/ministry-opportunities>.

In 2025, the parish received an additional bequest in the amount of \$12,267.50 in honor of Mary and Lawrence Arsenault. We are so grateful to Mr. and Mrs. Arsenault for their generosity and express our sincere appreciation to any of their surviving family and friends. These funds were restricted for the use of the money to be used for St. Theresa Church. The parish used this money responsibly only on projects for St. Theresa church, to honor the Arsenault's request. In addition, the parish received additional gifts and bequests.

With grateful hearts, we honor all who have shared gifts and bequests with our parish and continue to remember them in prayer.

## **At Saint Matthew our ministries serve our churches and broader community**

**Adult Funeral Servers**

**Altar Linen Ministry**

**Choir**

**Christmas Fair Committee**

**Eucharistic Ministers**

**Giving Tree Ministry**

**Homebound Ministry**

**Lectors**

**Offertory Trustees**

**Sacristan Ministry**

**OCIA (for those who want to join our faith)**

**Altar Servers**

**Card Ministry**

**Courageous Catholic Women**

**Community Sunday Ministry**

**Faith Formation**

**Greeters**

**Knights of Columbus**

**Legion of Mary**

**Prayer Shawl Ministry**

**Saint Vincent de Paul**

**Vacation Bible School**

### **Saint Matthew Women's Club**

### **Parish Events Ministry**

***It is the stewardship of the parishioners of Saint Matthew the Evangelist sharing their gifts and talents that helps enable our parish to fulfil our mission as a Catholic Church.***

***"As each of us has received a gift, use it to serve one another as good stewards of God's varied grace."***  
***(Peter 4: 10)***

Other examples of stewardship this year include assistance with electrical work over the year, assistance with landscaping and too many others to mention. The Fr. Wilson Hall entrance at St. Andrew church was demolished and reconstructed as well as new outdoor lighting installed in misc. areas at both churches during the year. Many thanks to Dino and those who assisted on all these projects. We are grateful and blessed for their stewardship saving the parish several thousands of dollars.

During this year, we continue to honor the legacy of St. Mary church.

## **Fiscal Year 2025 Highlights**

This report offers the detailed financial report for Saint Matthew the Evangelist Parish for Fiscal Year 2025(FY2025) Actuals - in accordance with the reporting standards of the Archdiocese of Boston. ***Parishioners who have detailed questions or comments are invited to speak directly with Christine Kilburn, Director of Finance and Operations for the parish.***

From our detailed financial reports for FY2025, the following facts are especially important to note:

- We are extremely grateful to the members of St. Matthew the Evangelist Parish who contribute to the parish using Online Giving!  
Online contributions can be made at <https://billericacatholic.org/givenow/>
- A monthly donation is gratefully received from priests in residence.
- The following Capital Expenditures are noted:
  - St. Theresa Parking Lot Crack fill, Sealcoat and Line striping
  - Completion of Saint Mary Prayer Patio at St. Theresa church
  - Removal and pruning of trees at Saint Andrew rectory
  - Completion of AC installation at both churches
  - Replacement of Saint Andrew rectory porch stairs
  - Sound system repairs at both churches
  - Repair and replace crash bars on doors at St. Theresa church

***As you review this year's financial report, you will notice a deficit of just over \$241,000 for the year.*** While this figure stands out, we want to assure you that this reflects our parish's ongoing commitment to caring for the places we worship, learn, and enjoy community.

This ***shortfall is primarily from major capital improvements and necessary facility repairs***, rather than from our regular parish operations. These projects were essential investments in the future

of our faith community – ensuring our churches remain strong, welcoming, and ready to serve for generations to come.

The major phase of work is now completed and do not anticipate large capital expenses in the near future. *Through careful stewardship and the use of reserves, the parish remains well-positioned to continue its mission. Funds for these capital expenditures came from savings the parish had from the sale of St. Mary Church and the bequest from the Arsenault Trust.*

We are deeply grateful to all who continue to give so faithfully, supporting the mission and maintenance of our parish.

***Please see page 7 for the detailed 2025 Annual Financial Report. For reference, footnotes to the report begin on page 8.***

## Saint Matthew the Evangelist Budget v. Actual Fiscal Year 2025

|   | Actual - YTD<br>(7.01.2024-<br>6.30.2025) | FY2025<br>Yearly<br>Budget | Actual - YTD<br>Variance<br>(Change)<br>(6.30.2025) | Footnotes | FY2026<br>Yearly<br>Budget |
|---|---|----------------------------|---|-----------|----------------------------|
| <b>Operating Income</b>   |   |                            |   |           |                            |
| Offertory   | 666,107                                   | 660,000                    | 6,107   | a)        | 681,000                    |
| Grand Annual  | 135,891                                   | 175,000                    | (39,109)  | b)        | 155,000                    |
| Faith Formation   | 47,581                                    | 43,000                     | 4,581   | c)        | 44,400                     |
| Sacramental Offerings   | 74,838                                    | 72,850                     | 1,988   | d)        | 76,230                     |
| All Other Offering & Gifts  | 27,623                                    | 56,250                     | (28,627)  | e)        | 53,925                     |
| Gifts and Bequests  | 22,017                                    | 0                          | 22,017  | f)        | 0                          |
| Donations   | 53,857                                    | 0                          | 53,857  |           |                            |
| Catholic Appeal Rebate  | 13,583                                    | 0                          | 13,583  | g)        | 0                          |
| Rental Income   | 0   | 0                          | 0   |           | 17,760                     |
| Christmas Fair  | 13,032                                    | 15,500                     | (2,468)   | h)        | 18,500                     |
| Fundraising Revenue - Other   | 11,159                                    | 0                          | 11,159  |           |                            |
| St. Matthew Woman's Club Fundraising                                | 9,231                                     | 0                          | 9,231   | o)        |                            |
| Interest Income   | 2,729                                     | 0                          | 2,729   |           | 2,650                      |
| Dividend Income (from Common Investment Fund)                       | 40,205                                    | 23,000                     | 17,205  |           | 29,500                     |
| Support - Archdiocese of Boston                                     | 0   | 0                          | 0   |           | 0                          |
| <b>Total Operating Income</b>                                       | <b>1,117,853</b>                          | <b>1,045,600</b>           | <b>72,253</b>                                       |           | <b>1,078,965</b>           |
| <b>Operating Expenses</b>   |   |                            |   |           |                            |
| Lay Salaries and Benefits   | 532,503                                   | 467,471                    | (65,032)  | i)        | 534,011                    |
| Clergy Stipends & Benefits  | 117,624                                   | 128,695                    | 11,071  | j)        | 131,000                    |
| Office Expenses   | 62,459                                    | 47,123                     | (15,336)  | k)        | 53,553                     |
| All Faith Formation Expenses  | 13,641                                    | 13,400                     | (241)   | l)        | 15,535                     |
| Household   | 23,133                                    | 23,500                     | 367   | m)        | 20,750                     |
| Facilities/ Maintenance Costs                                       | 135,094                                   | 94,900                     | (40,194)  | n)        | 98,600                     |
| Saint Matthew Woman's Club  | 10,033                                    | 0                          | (10,033)  | o)        |                            |
| Utilities   | 122,460                                   | 94,266                     | (28,194)  | p)        | 105,150                    |
| Insurance   | 81,877                                    | 89,890                     | 8,013   | q)        | 89,208                     |
| Pastoral and Liturgical   | 22,353                                    | 23,570                     | 1,217   |           | 19,050                     |
| Central Monthly Billing-RCAB (Roman Catholic Archdiocese of Boston) | 59,126                                    | 59,126                     | 0   |           | 58,768                     |
| Fundraising Expense - St. Matthew Christmas Fair                    | 1,397                                     | 1,800                      | 403   |           | 2,150                      |
| <b>Total Operating Expenses</b>                                     | <b>1,181,700</b>                          | <b>1,043,741</b>           | <b>137,959</b>                                      |           | <b>1,127,775</b>           |
| <b>Operating Net Income/Loss</b>                                    | <b>(63,847)</b>                           | <b>1,859</b>               | <b>(65,706)</b>                                     |           | <b>(48,810)</b>            |
| <b>Non-Operating Income</b>   |   |                            |   |           |                            |
| Non-Operating Gain/Loss on Investments                              | 56,226                                    | 0                          | 56,226  | r)        |                            |
| <b>Non-Operating Expenses</b>                                       |   |                            |   |           |                            |
| Capital Expenditures  | 233,549                                   | 1,000                      | (232,549)   | s)        |                            |
| Interest Expense  | 0   | 0                          | 0   |           |                            |
| <b>Total Non-Operating Expenses</b>                                 | <b>233,549</b>                            | <b>1,000</b>               | <b>(232,549)</b>                                    |           | <b>0</b>                   |
| <b>TOTAL Non-Operating Net Income/Loss</b>                          | <b>(177,323)</b>                          | <b>(1,000)</b>             | <b>(176,323)</b>                                    |           | <b>0</b>                   |
| <b>Net Income (Loss)</b>  | <b>(241,170)</b>                          | <b>859</b>                 | <b>(242,029)</b>                                    |           | <b>(48,810)</b>            |

## **FOOTNOTES**

a. We are grateful for our parishioners who continue to contribute to the parish with dedication and commitment despite continuing challenges in today's world. The FY2025 budget was based on RCAB budget guidelines and reflecting an increase for St. Matthew the Evangelist commitment to stewardship. **Offertory exceeded the budgeted amount by \$6,107. TOTAL OPERATING INCOME exceeded the FY2025 budget by \$72,253.**

Our online giving platform – eCatholic ([billericacatholic.org/givenow](http://billericacatholic.org/givenow)) continues to be very successful. The parish receives approximately 37% of Offertory through Online Giving.

Offertory continued to grow little by little in FY2025 and at times fell short of monthly parish expenses/costs. At these times, the net loss for the month was funded through cash reserves from prior months.

*"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)*

b. The rebranded Grand Annual Stewardship campaign – *Foundations for the Future...Growing by Faith* - continued the commitments of stewardship made by our parish community. We are grateful and inspired by these significant offerings to our parish. In addition, we saw several contributions from our parishioners in the gifts of their time and talent, saving the parish on expenses. *What is not seen in this number is the hundreds of hours of time spent by parishioners who have volunteered their time to complete needed tasks.* We are grateful and blessed to have them in our community, saving St. Matthew thousands of dollars in expenses.

c. There continued to be a decrease in the number of St. Matthew the Evangelist Faith Formation (SMEFF) registrations in FY2025. Our team worked with families to set up payment arrangements. In FY2025, the team made a pointed effort to work with families regarding the Faith Formation fees resulting in an increase in income for Faith Formation.

d. Sacramental Offerings include baptisms, weddings, funerals, and offerings for Mass cards and Mass intentions.

e. Other Offerings and Gifts include unspecified donations, gifts, and offerings from priests in residence.

f. St. Matthew Parish received an additional bequest in honor of Mary and Lawrence Arsenault. We are so grateful to Mr. and Mrs. Arsenault for their generosity. This bequest was restricted for use on St. Theresa Church. Please refer to page 4 for details.

g. Saint Matthew the Evangelist met the goals set by RCAB for the Catholic Appeal. These include an Appeal Coordinator (parishioner Michael Sullivan), meeting and exceeding the in-pew donor goal, as well as our monetary goal. The parish received a rebate from the Catholic Appeal for all the reasons mentioned above. Our parish is blessed to have such wonderful and supportive parishioners as our faith community came together to support the 2025 Catholic Appeal.

The Annual Catholic Appeal supports 51 Central Ministries who provide support to parishes. Our parish has relied on the many resources offered by the Archdiocese as St. Matthew the Evangelist addresses our community's needs. A couple of examples of such resources provided by the Archdiocese include extensive resources and guidance with building assessments, faith formation support, and more.

- h. Saint Matthew held its Christmas Fair in December and brought the parish community together with its volunteers and attendees alike. This wonderful community event for the parish raised funds for use in the parish.
- i. Lay salaries and benefits increased in FY2025, increasing by \$18,589 from FY 2024. The increase in salaries and benefits as compared to the FY 2024 budget was due to the reconfiguration of staff, increased costs for benefits, increase in hours due to special projects, and additional expenses.
- j. This line includes priest's stipends and benefits, clergy room, and board.
- k. Office Expenses include such items as IT, Office Supplies, Payroll Processing Fees, Postage, Data Processing Fees, and IT expenses. We continue to monitor IT expenses as we move toward a more effective communication plan. Some examples of savings include strict spending guidelines put in place for all staff focusing on the minimization of expenses.
- l. The Faith Formation team uses individual online formation as well as community formation to share the faith with families. For more information, visit [billericacatholic.org/youth-faith-formation](http://billericacatholic.org/youth-faith-formation).
- m. Household expenses are offset by Offerings received from the priests in residence.
- n. Facility Maintenance costs continue to be reviewed. In FY2025, maintenance costs included costs for work to the HVAC units in all parish buildings, repairs to buildings, landscaping and snow removal. Of note, costs include materials for projects completed on site by those donating their talents.
- o. The St. Matthew Women's Club gathers monthly to meet, sponsors trips, contribute to the parish with generous contributions of items needed throughout the year, and sponsoring parish events.
- p. FY2025 saw higher than normal increases in the cost of gas and electricity resulting in increased utility costs for the parish. Every effort is being made to monitor these costs.
- q. Insurance premiums are attributed to the increased value of our buildings due to the industry wide increased cost of construction as well as an increase in insurance premiums. While the insurance market continued to show increases, the increases were lower than originally anticipated. For FY2026 Insurance premiums are anticipated to increase 10-15%<sup>6</sup>
- r. The gain on investment - Common Investment Fund (Endowment of 50% from the sale of St. Mary Church property) according to the best practices of RCAB.
- s. Capital expenditures included the sealing and line-striping of St. Theresa parking lot, completion of the St. Mary Prayer Patio at St. Theresa church, removal and pruning of trees at St. Andrew rectory, the completion of installation of AC at both churches, the replacement of St. Andrew rectory porch stairs, and the repair and replacement
  - a. St. Theresa Parking Lot Crack fill, Sealcoat and Line striping
  - b. Completion of Saint Mary Prayer Patio at St. Theresa church
  - c. Removal and pruning of trees at Saint Andrew rectory
  - d. Completion of AC installation at both churches
  - e. Replacement of Saint Andrew rectory porch stairs
  - f. Sound system repairs at both churches
  - g. Repair and replace crash bars on doors at St. Theresa church

*Funds for these capital expenditures came from savings the parish has from the sale of St. Mary Church and the bequest from the Arsenault Trust.*