

**ST. EULALIA PARISH,  
Roaring Brook Township, Pennsylvania**

Parish Website: [www.sainteulalias.com](http://www.sainteulalias.com)

**PARISH PROFILE**

**A. BASIC STATISTICAL INFORMATION**

<b>Current Mass Schedule</b>	<b><u>Location</u></b>	<b><u>Time</u></b>
<i>Weekend Mass</i>		
Saturday Evening	St. Eulalia Church	4 pm
Sunday	"	8 am
Sunday	"	10:30 am
<i>Daily Mass</i>		
Monday	"	8 am
Tuesday	"	8 am
Wednesday	"	8 am
Wednesday	"	8 am
Thursday	"	8 am
Friday		
<i>Confessions</i>		
Saturday Monday w/Adoration	"	3-3:45 pm 5:30-7 pm

<b>Parish Life Statistics</b>	<b>June 2019</b>	<b>June 2020</b>	<b>June 2021</b>
Total Average Sunday Mass Attendance	630	268	467
Average Spanish Mass Attendance (included above)	----	----	----
Number of Households	----	1065	1068
Number of Parishioners	3209	3198	3215
Baptisms	12	13	21
First Holy Communions	30	36	36

Confirmations	40	23	23
RCIA/Baptism	3	0	0
RCIA/Full Communion	0	0	1
Marriages	4	2	8
Funerals	11	15	16
Religious Education K-8	249	266	247
Catholic School Students 1-12	----	----	25

**B. PARISH LIFE AND MINISTRY DESCRIPTIVE NARRATIVE: (Completed by departing Pastor):**

**1. Parish Staff and Ministry Team**

Saint Eulalia Parish staff is a team of individuals whose professional and ministerial relationship are built on the core values of prayer, mutual trust, and collaboration. The staff and ministry team are focused on personal development, spiritual enrichment, and the ongoing deepening of the mission of Saint Eulalia Parish. The pastor works with the staff members individually and collectively in each area of parish life in a collaborative way to rely on the gifts, skills, and insights that each member of the staff and ministry team bring to the mission of the parish. Staff meetings occur regularly and begin with group *Lectio Divina*, which establishes a professional and ministerial disposition that is rooted in prayer.

The staff and ministry team positions are as follows:

- Ellen C. Dermody, Pastoral Associate: Part Time (Salaried)
- Mary V. Mullen, Secretary: Full Time (Salaried)
- Carol Vennick, Administrative Assistant: Part Time (Hourly)
- Alysia M. Clancy, Director of Catechesis and Communications: Part Time (Salaried)
- Kelley McConnell, Ph.D., Director of Youth Ministry: Part Time (Salaried)
- Joshua Carey, Ph.D., Director of Liturgical Music: Part Time (Salaried)
- Robert Quinn, Maintenance: Full Time (Hourly)
- Walter Serowinski, Maintenance: Part Time (Hourly)

**2. Parish Pastoral Council (Status and development of function)**

Saint Eulalia Parish Pastoral Council is a representative and consultative group of intentional and dedicated parishioners who represent the demographic spectrum of the parish. Each Pastoral Council Member serves for a three-year term, with the possibility of a one-term renewal.

Prior to the completion of the Monsignor Conlan Pastoral and Religious Education Center, the Pastoral and Finance Councils were amalgamated into one consultative body, whose

focus and attention were solely driven by the planning, execution, and completion of the Conlan Center project. This model employed a “Council of Ministries” approach and was more focused on reporting statistics and programming details rather than pastoral planning. Beginning in January 2020, these two bodies were separated from one another, and their respective responsibilities were delineated. The Finance Council President makes a quarterly financial report to the Pastoral Council.

Prior to the untimely emergence of the COVID-19 Pandemic, the newly-created Pastoral Council embarked on a pastoral planning initiative, focused on developing a 5 year pastoral plan. Throughout the period of shutdown and following the remainder of 2020 and into early 2021, the Pastoral Council met regularly via Zoom to discuss ongoing challenges and solutions to sustain parish life through the Pandemic.

Beginning in Fall 2021, the Pastoral Council resurrected the pastoral planning efforts that were originally planned prior to the Pandemic and launched a comprehensive parish life survey. This survey solicited insights and opinions from parishioners and incorporated observations about the overall health and vitality of the Church locally and globally. The survey and the compilation of its data represent the first phase of the pastoral planning process.

Through the remainder of 2022, the Pastoral Council will establish commissions made up of parishioners that will focus on five dimensions of parish life: Liturgical Life, Catechesis, Comu and Social Outreach, Stewardship, and Evangelization. Each commission will assess the insights from the survey, study resources relative to that area of Church life, and develop a plan to present back to Pastoral Council. Beginning in 2023, the Pastoral Council will incorporate the work of the commissions into a comprehensive five-year pastoral plan that will focus on the development of the mission of Saint Eulalia Parish and the need to responsibly manage the growth of the parish. This pastoral plan will have a deep focus on the need for Evangelization.

Much of the growth of Saint Eulalia Parish over the past ten years is due to the relocation of Catholics to Roaring Brook, Covington, and Jefferson Townships. The insight of the Pastoral Council is that *real* growth is shown when the non-baptized or those not in full communion with the Catholic Church are drawn to Saint Eulalia Parish and seek full initiation.

### **3. Parish Finance Council**

Central to the financial administration of Saint Eulalia Parish is ongoing fiscal transparency about the challenges and accomplishments that continue to be realized. The Finance Council assists the pastor in the preparation of the annual budget and assists in the ongoing analysis of cash flow, expenses, capital improvements, and staff compensation.

#### **4. RCIA and Adult Faith Formation**

Through the Pandemic and following, Saint Eulalia Parish has continued to make use of technology to offer Adult Faith Formation opportunities throughout the liturgical year. RCIA currently occurs on an individual instruction basis and uses the AFF opportunities to supplement the individual instruction.

#### **5. Parish Religious Education and Youth Ministry**

The Religious Education Program, known as *School of Religion*, uses the traditional Sunday morning model of K-8 instruction by class. The 8th Grade curriculum is specifically focused on preparation for the reception of the Sacrament of Confirmation and serves as preparation for confronting the challenges and opportunities of living the Catholic Faith in high school. Through the more challenging moments of the Pandemic, many families relied on the Sunday livestream. Many of those families would respond positively to the challenge to return to the weekly celebration of mass.

The Youth Ministry program is geared toward formation in intentional discipleship for high school students. Youth Ministry incorporates catechetical and spiritual formation through programming as well as diocesan and national events, like NCYC and Light the Fire. Locally, participants in Youth Ministry actively participate in various social outreach programs in the North Pocono area, which assists the elderly and those who live under challenging economic circumstances.

#### **6. Liturgical Life**

The liturgical and music ministries at Saint Eulalia Parish continue to grow and develop following the disruption from the period of modified liturgical practices due to the COVID-19 Pandemic. The liturgical practices seek to create an environment of excellence and transcendence that captures the noble simplicity of the Roman Rite.

The Music Ministry continues to grow by incorporating much of the young musical talent in the parish and seeks to implement the directives contained in the 2007 USCCB document *Sing to the Lord: Music in Divine Worship*. Cantors and choir members are prepared and trained to execute much of the ordinary liturgical chants and music that are incorporated in the regular liturgical life of the parish. For the larger liturgical feasts and solemnities, the parish choir and other instrumentalists are brought together for a robust and festive experience of liturgical worship.

The other liturgical ministries, lectors, extraordinary ministers of Holy Communion, and altar servers, are trained to reflect the liturgical environment that complements that of the music ministry. The training of all liturgical ministers continues to work toward full implementation of the directives contained the Instruction *Redemptionis Sacramentum*.

## **7. Parish Service and Social Concerns**

The Social Concerns Committee works actively with the North Pocono Food Pantry to address the ongoing needs among many in the North Pocono area. Parishioners work actively to provide food and clothing items to the NP Food Pantry on a seasonal basis. In addition to the provision of food and clothing, parishioners also participate in the cultivation and maintenance of a community farm that provides fruits and vegetables to those in need through the NP Food Pantry, which also aims to address malnourishment among other socio-economic needs in the North Pocono Community.

In the aftermath of the withdrawal of the American presence in Afghanistan, a number of refugee families relocated to the Scranton area. Over the past year, Saint Eulalia Parish has worked closely with staff from Catholic Social Services to provide assistance through household items and clothing to several refugee families. This ministry continues to develop and has begun to focus on engaging the legal community to provide legal assistance to those who are seeking asylum in the United States. In addition to Afghan refugees, Saint Eulalia Parish is also prepared and disposed to provide assistance to Ukrainian refugees who are relocating to the Scranton area.

## **8. Condition of Physical Plant and Immediate Needs**

Built in 1984, most of the buildings at Saint Eulalia Parish are in need of ongoing maintenance and repair. The Monsignor Conlan Pastoral and Religious Education Center were completed in 2019 and are in need continued and ongoing furnishing in order to reach their full operational potential. Since July 2020, there has been nearly \$75,000 invested in the creation of an administrative infrastructure in the Conlan Center, which serves as the primary space for parish life activities and parish administration. Additionally, there has been roughly \$50,000 invested to complete the School of Religion, which includes classroom furniture and other technology infrastructure. Between June 2021 and May 2022, the rectory, which is used exclusively for residential purposes, received a new furnace and new windows. These repairs totaled \$40,000. Parking lot and drainage issues remain a persistent challenge, particularly during the winter months.

## **C. FINANCIAL INFORMATION**

### **Comments on Financial Health/Needs of Parish (Completed by departing Pastor):**

Saint Eulalia Parish continues to navigate the challenging financial realities resulting from the construction of the Monsignor Conlan Center, unfunded diocesan assessments from previous fiscal years, and the ongoing impact of inflation. Since August 2019, the Finance Council has been appropriately separated from the Parish Pastoral Council, as required by canon law, and has been focused on addressing the ongoing challenges to maintain operations, reduce

liabilities, appropriately maintain all facilities, adequately remunerate staff, and appropriately fund the various parish ministries. Since August 2019, there has been an overall reduction in liabilities by \$188,866.41 as of 30 June 2022. A breakdown of the finances are below.

Month Ending June 30, 2019		Month Ending June 30, 2020		Month Ending June 30, 2021		Month Ending June 30, 2022	
Assets		Assets		Assets		Assets	
<u>Account:</u>		<u>Account:</u>		<u>Account:</u>		<u>Account:</u>	
Fidelity Operations	-3,881.81	Fidelity Operations	9,951.40	Fidelity Operations	6,164.71	Fidelity Operations	2,024.47
Fidelity Building Fund	1,594.05	Fidelity Building Fund	24,484.79	Fidelity Building Fund	54,022.35	Fidelity Building Fund	35,530.76
NBT Festival Account	12,564.77	NBT Festival Account	21,021.60	NBT Festival Account	39,571.33	NBT Festival Account	22,261.23
People's Bank	506.05	People's Bank	506.05	People's Bank	6,887.05	People's Bank	2,865.05
Diocese of Scranton Savings	20,065.03	Diocese of Scranton Savings	21,383.45	Diocese of Scranton Savings	21,651.83	Diocese of Scranton Savings	21,759.75
<b>Total Assets:</b>	<b>30,848.09</b>	<b>Total Assets:</b>	<b>77,347.29</b>	<b>Total Assets:</b>	<b>128,297.27</b>	<b>Total Assets:</b>	<b>84,441.26</b>
Liabilities		Liabilities		Liabilities		Liabilities	
<u>Vendor: Diocese of Scranton</u>		<u>Vendor: Diocese of Scranton</u>		<u>Vendor: Diocese of Scranton</u>		<u>Vendor: Diocese of Scranton</u>	
Monthly Parish Assessments	87,393.20	Monthly Parish Assessments	63,378.20	Monthly Parish Assessments	61,163.28	Monthly Parish Assessments	19,823.37
Holy Cross School System	36,916.59	Holy Cross School System	56,132.09	Holy Cross School System	52,376.09	Holy Cross School System	52,376.09
<b>Total Assessments Due:</b>	<b>124,309.79</b>	<b>Total Assessments Due:</b>	<b>119,510.29</b>	<b>Total Assessments Due:</b>	<b>113,539.37</b>	<b>Total Assessments Due:</b>	<b>72,199.46</b>
Diocese of Scranton Loan	847,772.71	Diocese of Scranton Loan	820,797.64	Diocese of Scranton Loan	782,253.14	Diocese of Scranton Loan	746,053.59
<b>Total Liabilities:</b>	<b>972,082.50</b>	<b>Total Liabilities:</b>	<b>940,307.93</b>	<b>Total Liabilities:</b>	<b>895,792.51</b>	<b>Total Liabilities:</b>	<b>818,253.05</b>
<b>Liabilities/Assets</b>	<b>-941,234.41</b>	<b>Liabilities/Assets</b>	<b>-862,960.64</b>	<b>Liabilities/Assets</b>	<b>-767,495.24</b>	<b>Liabilities/Assets</b>	<b>-733,811.79</b>
<b>Offertory &amp; Fundraising Total:</b>	<b>517,589.96</b>	<b>Offertory &amp; Fundraising Total:</b>	<b>545,675.44</b>	<b>*Offertory &amp; Fundraising Total</b>	<b>615,289.65</b>	<b>Offertory &amp; Fundraising Total:</b>	<b>671,362.48</b>
<b>Operational Expenses:</b>	<b>517,441.27</b>	<b>Operational Expenses:</b>	<b>599,110.69</b>	<b>Operational Expenses:</b>	<b>601,353.35</b>	<b>Operational Expenses:</b>	<b>711,747.79</b>
Less \$39,153.27 from Capital Campaign*	39,153.27						
<b>Difference: Profit/(Loss)</b>	<b>-39,004.58</b>	<b>Difference: Profit/(Loss)</b>	<b>-53,435.25</b>	<b>Difference: Profit/(Loss)</b>	<b>13,936.30</b>	<b>Difference: Profit/(Loss)</b>	<b>-40,385.31</b>

\*Used for Operational Expenses

\*Includes PPP Loan of \$42,225.00