

Church of St. Mary at Clinton Heights — Capital Campaign

*Committed to Preserving & Enhancing
our Facilities...now, and for our future!*

November 2008

Dear Parishioners:

Last month, I outlined for the parish several concerns relative to our former school, what has recently become our Parish Center. Knowing that every other element of our wonderful facilities is in excellent condition, and helps to meet the needs we have as a parish, our former school—left in relative abandon—has seen much deterioration & neglect over the last four years. Considering that we need to keep this building, allow it to function for our needs today and the anticipated needs of the future, and ensure that it functions appropriately as a Parish Center, we have come to recognize and accept that there are significant renovation needs to be addressed (please see the interior of this brochure for outlined needs and associated budgets).

By introducing a two-year capital campaign to address the ‘final frontier’ of facilities improvements, I asked each family and/or adult parishioner to consider sharing in the responsibility to repair, renovate and thus improve our response to the needs people bring to us as a parish each day. This is not a new invitation; rather, so many of you already share in the ministries which respond to a great many needs here at the Church of St. Mary. Yes, you are, in many ways, continuing the great tradition of generous response & sharing in the stewardship of our gifts. Just as your parents & grandparents cherished their faith and provided for all of us this wonderful place of worship, along with the full celebration of our Catholic life, so too must each of us be ready to sacrifice for, and share with future generations these awesome gifts of *faith in God & love of neighbor*. While we do this already in many ways, there are clearly additional ways to respond to this Gospel mandate...and I hope that a renewed Parish Center will not only provide for greater and more effective response to the needs being presented to us, but it will also allow us to anticipate new responses, and share new ministries within the mission of the Church. We can only do this if every single parishioner believes in this mission and works to see that it becomes a reality.

Beginning this month, I ask each of you to participate in our **Capital Campaign**. Designed to last 24 months, this campaign will seek to raise the necessary financial assets to complete renovations that address our current & future needs. Throughout these upcoming two years, each adult parishioner is asked to make a significant monthly pledge of \$100 (totaling \$2,400 over two years) with the hope of ‘doing together what we cannot do alone’. Now, I know there are many who will need to struggle and sacrifice to make such a large gift, but there are still so many others who can pledge significant financial donations without it being such an extreme burden. In either case, I ask only that you remember the gifts that have been shared with you throughout your life—not only by God’s gracious goodness, but through the generosity of generations before you—and *then pledge your sacrifice to this Catholic church*, confident that we will use all of our collective gifts responsibly, being responsive to the needs that are before us.

Throughout this simple brochure is listed the needs and concerns that we’ve been considering these last few weeks. Please feel free to visit the Parish Center in the coming days and weeks—see the ‘already renovated’ and the ‘yet-to-be-renovated’...and consider sharing your financial gifts in this Capital Campaign so that this parish community may continue to do together what we cannot do alone, that is,

preserve & enhance our Facilities...now, and for our future!

Your brother in Christ,

Father David LeFort

Scope & Budget of the Renovation Projects

General Improvements

There are several elements that need to be addressed in order for the general/public spaces of the current building to help us meet the needs that are regularly presented to us. First, the **main entryway** to the parish center should be fully handicap & elderly accessible. The doors are replaced with energy-efficient glass, and a motorized entry system. **Communication** with the parish is very important, thus new phone and computer systems will be installed. **Air quality** will be important in the hallway, the entryway, reception area, chapel and parlor (the former 'main office' of the school). Improvements will include some renovation of the current heating system and installation of central air conditioning and ventilation. To meet the new **electrical** demands for the building, several outdated electrical panels, wiring, outlets and switches will be replaced and expanded. Then, in order to make the general spaces of the building warm, inviting and welcoming, a **new reception room** at the entry will be created. Finally, new drywall, ceilings and lights, as well as new paint, will be finishing touches that will add to these general improvements.

Budget — General Improvements

Construction	35,000.00
(materials & labor)	
Entryway/doors	20,000.00
Telephone/VM System	12,500.00
HVAC	30,000.00
Electrical Upgrades	11,900.00
Furniture/Equipment	10,000.00



The **total budget for these general improvements** is set at: \$119,400.00

Parish Administrative Offices

When considering the amount and variety of works being done in the main offices of a contemporary suburban parish like ours, there are many issues to contend with. First, accommodating the many people who come to see the parish staff, specifically the Pastoral Associate for Parish Life and Administration and the Parish Priest. Quite often, the needs that are stated are only part of the assistance being sought by visitors. To respond appropriately, then, we need a comfortable and well-appointed area in which to receive them. From seating to lighting to exposure of windows...these are just a few of the considerations we've made in the development of renovation plans for the main office. In addition, we had to ensure a vigilant security of information about our families, programs and general records. Hopefully, you've already had the chance to see this completed space. You'll agree: it is well done and will serve us beautifully for quite some time.

Budget — Administrative Offices

Construction	12,500.00
(materials & labor)	
Windows (safety/efficient)	9,000.00
Carpet	2,000.00
HVAC	8,500.00
Electrical	5,000.00
Furniture/Equipment	10,000.00



The **total budget for the Administrative Offices** is set at: \$47,000.00

Ministry Offices & Classroom/Meeting Spaces

2 of the original classrooms

Providing appropriate workspace for our parish staff persons to lead various ministries of our parish is essential. This includes two offices for liturgical ministries, and two offices for evangelization & catechetical ministries. Thus, two of the former classrooms will house 2 new offices in each room, as well as maintain adequate space for faith formation, youth ministry, and parish meetings/gatherings in each room. These improvements also address such concerns as electrical demands, air quality, comfort and energy efficiency.

Budget — 2 Ministry Offices & Classroom/Meeting Spaces

Construction (materials & labor)	10,000.00 each
Windows (safety/efficient)	5,000.00 each
Carpet	1,800.00 each
HVAC	8,500.00 each
Electrical	4,500.00 each
Furniture/Equipment	9,000.00 each



The **total budget for these 2 combination spaces** is set at: **\$77,600.00**

Classroom/Meeting Spaces

6 of the original classrooms

The remaining six rooms will be renewed, however, their layout will remain as they are. These continue to function as spaces for faith formation of our young people, parish meetings, special events, community gatherings and other events of our evangelization ministries. These improvements also address such concerns as electrical demands, energy efficiency, air quality and comfortable learning environments.

Budget — 6 Classroom/Meeting Spaces

Construction (materials & labor)	4,000.00 each
Windows (safety/efficient)	5,000.00 each
Carpet	1,500.00 each
HVAC	8,500.00 each
Electrical	2,000.00 each



The **total budget for these 6 classroom/meeting spaces** is set at: **\$126,000.00**

Total Budget for all Parish Center Renovations

\$370,000.00

Air Conditioning for the Church Building

Not only on weekends, holy days and feasts, but our worship space is utilized for other liturgical celebrations, like funerals, baptisms, weddings and para-liturgical celebrations (ie concerts, community presentations, and the like). Current estimate to provide air conditioning for our church is \$100,000.

Total Budget for all Parish Center Renovations & Air Conditioning the Church **\$470,000.00**

Will you help your parish with a \$2,400.00 pledge over the next 2 years?

*Let us show that we are all committed to preserving and enhancing
our facilities...now, and for our future!*

Some Practical Points

- **2-Year Capital Campaign**
 - For **renovation of the Parish Center** (we hope to raise \$370,000.00)
 - For **air conditioning the church** (we need to raise an additional \$100,000.00)
 - We hope that each family/each single adult in the parish will **pledge \$2,400.00 each**
- This campaign will run **from Jan 2009 through Dec 2010**
 - Of course, gifts can be made at anytime, even during the rest of this 2008 tax year
- **Several different ways to offer financial gifts** to this campaign.
You may choose to:
 - **Spread your payments out** through 24 months, using special monthly payment envelopes that we will provide
 - **Use E-Giving** (electronic fund transfers) and define the exact dates of giving
 - **Transfer stocks** to the parish (note well: this is a significant tax benefit to the giver)
 - **Matching Gifts** from your employer is another way to give. We invite you to ask your employer about this little-known benefit that so many companies offer.
- **All contributions to this campaign are 100% tax deductible!**

Church of St. Mary Capital Campaign

Please help us to fulfill our needs:
consider pledging one of the following gifts
to our parish

Stewardship Gift of \$100 or more each month

Covenant Gift of \$150 or more each month

Benediction Gift of \$200 or more each month

A Special Memorial Gift (to be established in the coming months)