



National Association of Church Personnel Administrators

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2009 NACPA Annual Report

The National Association of Church Personnel Administrators (NACPA) originated in 1970 by the National Federation of Priests' Council (NFPC), is a national Catholic organization serving clergy, religious congregations of women & men, dioceses, parishes and other church-related organizations.

Mission Statement

The National Association of Church Personnel Administrators provides leadership that models Gospel values, promoting justice in the workplace.

NACPA's Vision Statement

- The Church will model to the world employment relationships that promote human dignity.
- Those employed by the Church will participate in decisions that affect them and they will receive just compensation.
- NACPA's members, board and staff will be leaders in providing quality standards of effective human resources practice, education and service.

Values

Respect for all persons

Inclusive, supportive relationships

Ethical conduct

Dignity of work

Commitment to Excellence

NACPA Board of Trustees 2008/2009

Sr. Joyce Soukup, SSJ-TOSF*

President
Director of Human Resources
Sisters of St. Joseph, TOSF, Garfield Heights, OH

Ms. Terry Robinson*

President Elect/Secretary
Director of Human Resources
Diocese of Nashville, Nashville, TN

Ms. Linda Cellini*

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Colorado Springs, CO

Ms. Sandy Duvic

Red Bud, IL

Ms. Regina Grunert

Human Resource Manager
USCCB, Washington, DC

Mr. Robert Marczynski

Director of Administration & Stewardship
St. Ann Catholic Church, Bartlett, TN

Rev. Pat Pollard*

Director, Catholic Cemeteries
Archdiocese of Chicago, Chicago, IL

Ms. Mary Regan

Director of Benefits,
Archdiocese of Boston, Brighton, MA

Executive Director

Mary Jo Moran, PhD

Executive Director
NACPA, Cincinnati, OH

Episcopal Liaison

Most Rev. David A. Zubik, V.G.D.D.

Bishop, Diocese of Pittsburgh
Pittsburgh, Pennsylvania

* Denotes Executive Committee

NACPA Committees of the Board 2008/2009

Awards Committee:

- Ms. Regina Grunert, Chair

Strategic Planning Committee:

- Rev. Pat Pollard, Chair
- Full Board

Finance Committee:

- Ms. Linda Cellini, Chair
- Sr. Joyce Soukup, SSJ-TOSF
- Sr. Imelda Gonzales, CDP
- Ms. Mary Cortese

Personnel/Compensation Committee:

- Mrs. Mary Regan, Chair

Membership Committee:

- Mr. Rob Marczynski, Chair
- Ms. Rita Guild
- Mr. John Young
- Ms. Sandra Duvic
- Mrs. Charlene Sanders
- Rev. Ed Pratt
- Ms. Geri Mesik

National Office Staff

Mary Jo Moran, PhD, SPHR

Executive Director

Mr. Michael Erb

Associate Director (through 3/09)

Mrs. Judith Chalfant

Accountant/Technology Coordinator

Mrs. Hope Manser

Administrative Assistant (through 3/09)

Mrs. Charlene Sanders

Administrative Assistant

Program Services

NACPA continues to be responsive to the needs of dioceses, religious communities, parishes and church-related organizations through workshops, audits and consultations. These services are designed to meet the needs of our members. A summary of services delivered in 2008/2009 are listed here

Workshops:

- 1 Stand alone training Session
- 1 Ongoing Training – 6 Sessions

Consultations:

- 6 Administrative/Organizational Audits
- 1 Executive Search Services
- 1 Handbook Review
- 8 Compensation Studies
- 8 Pay Rate Updates
- 4 Outsourced HR
- 0 Surveys

Publications:

- Released/updated in 2008/2009
- National Diocesan Salary Survey
- Salary Survey of Catholic Charities
- Parish Pay Manual – Revised Pay Ranges

NACPA Membership:

Dioceses	289
National Associations	19
Parishes	217
Religious Congregations	187
School, Renewal, Retreat Centers	17
Social Services, Cemeteries	14
Health Care	3
Other	14

2008/2009 Financial Report

Statement of Financial Position

ASSETS

Cash	251,689
Investments	175,232
Accounts Receivable	18,862
Inventory-Publications	5,113
Prepaid Expense	2,158
Fixed Assets	5,575
Prepaid Insurance	1,693
Total Assets	460,322

LIABILITIES & EQUITY

Accounts Payable	9,423
Deferred Revenue:	
Memberships	49,384
Consultations	5,737
Accrued Vacation Payable	16,537
Payroll Liabilities	8,598
Total Liabilities	89,679

EQUITY

Operating Reserve Fund	310,973
Capitol Fund Balance	1,946
Grant Projects Fund Balance	57,724
Total Equity	370,643
Total Liabilities & Equity	460,322

Statement of Operations 2008/2009

INCOME

Memberships	102,695
Convocation	65,314
Consultations	187,794
Workshops	30,846
Publications	29,440
Investment Income	7,800

Gain/Loss On Investments	(26,998)
Miscellaneous Donations	2,624

Total Income 399,515

EXPENSE

Personnel Expense 223,939

Operating Expense:

Memberships	5,257
Convocation	35,066
Consultations	53,931
Workshops	18,914
Publications	11,739
Administration	38,112
Boards & Committees	7,179
Total Operating Expense	170,198

Total Expense 394,137

Net Income 5,378

NACPA wants to acknowledge and thank the Archdiocese of Cincinnati for its ongoing support of NACPA's mission by providing office space significantly below market value.