



# St John XXIII Parish PAC Report 2025

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24 June 2025

**COMMUNAUTÉ  
CATHOLIQUE  
ANGLOPHONE**

**EGLISE  
CATHOLIQUE  
ROMAINE**  
GENÈVE

## PARISH MISSION STATEMENT

**We, the English-speaking Roman Catholic parish of St John XXIII, coming together to share our gifts as a community of diverse nations and cultures:**

- Celebrate and live our faith through prayer and the Sacraments and service to others;**
- Teach and proclaim the good news of our Risen Lord Jesus Christ;**
- Reach out in solidarity with all people of goodwill to promote Truth, Justice and Peace.**

## **Statute provisions for the GA decisions to be valid:**

- (i) We have met our Quorum as the total number of members present is at least twice the number of PAC Council members present;**
- (ii) Today's meeting is presided over by the Vice-President of the PAC;**
- (iii) General Assembly information went up on the website on June 06<sup>th</sup>, the members have been notified of the agenda, the date and the venue at least 15 days in advance;**
- (iv) The accounts and budgets have been made available on our website at least 15 days in advance, and will be made available on-screen during the meeting today; and**
- (v) Our meeting is taking place no later than June 30, a year after our last meeting (May 30, 2024).**

# **Provisional Agenda**

- 1. Opening Prayer**
- 2. Welcome & Opening of the  
General Assembly**
- 3. Approval of Provisional  
Agenda**
- 4. Approval of General  
Assembly  
minutes**
- 5. PAC 2024 Report**
- 6. Parish Finances 2024 &  
Auditor's Report**
- 7. Budget for 2026**
- 8. PPC report 2024**
- 9. Report 2024 from Director  
of  
Religious Education**
- 10. PAC Elections**
- 11. Any Other Business/ Q&A**
- 12. Conclusion and Closing**

Approval  
of  
Minutes:  
  
1. May  
2024  
General  
Assembly  
and,  
2. March  
2025  
Extraordin  
ary  
General  
Assembly

COMMUNAUTÉ  
CATHOLIQUE  
ANGLOPHONE

EGLISE  
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ROMAINE  
GENÈVE

Annual General Assembly

30<sup>th</sup> May 2024, St. John XXIII Parish

Minutes of the Meeting

The General Assembly for 2024 was convened at 18:30 p.m. and chaired by Mr. Joselito Benitez, Vice-President of the Parish Administrative Council (PAC). The meeting was attended by 21 parishioners/participants as indicated in Annex I (attached). The following officers of the Parish Administrative Council (PAC) were present:

Fr. Paul C. Friel-Parish Priest  
Mr. Joselito Benitez-Vice President  
Mr. Augustine Agyeman Duah-Treasurer  
Ms. Camille Roney-Maison Diocésaine de Genève Liaison  
Ms. Sandra Simpson-Safeguarding  
Mr. William McClain-Human Resources  
Mr. Julien Senderos-Property Management

The following officer of the PAC was absent:  
Mr. Oscar Mbeche -President (Business Trip)

1. Opening Prayer (Fr. Paul, Parish Priest)

The opening prayer was led by Fr. Paul C. Friel, parish priest. After the prayer, Fr. Paul welcomed the participants of the General Assembly.

2. Welcome and Opening of the General Assembly Approval of Agenda (Joselito Benitez, PAC Vice-President)

Mr. Benitez, PAC Vice-President, welcomed the participants of the General Assembly, including the PAC officers.

Mr. Benitez informed the participants that the President Oscar Mbeche was unable

CATHOLIQUE  
ANGLOPHONE

EGLISE  
CATHOLIQUE  
ROMAINE  
GENÈVE

Extraordinary General Meeting

14<sup>th</sup> March 2025, St. John XXIII Parish

Minutes of the Meeting

An Extraordinary General Meeting was convened after 12h15 Mass on March 14, 2025 and chaired by Mr. Joselito Benitez, Vice-President of the Parish Administrative Council (PAC). The meeting was attended by -- parishioners/participants as indicated in Annex I (attached). The following officers of the Parish Administrative Council (PAC) were present:

Fr. Paul C. Friel-Parish Priest  
Mr. Joselito Benitez-Vice President  
Mr. Augustine Agyeman Duah-Treasurer  
Ms. Camille Roney-Maison Diocésaine de Genève Liaison

1. Welcome and Opening of the Extraordinary General Meeting (Joselito Benitez, PAC Vice-President)

Mr. Benitez, PAC Vice-President, welcomed the participants to the Extraordinary General Meeting. The first order of business was to establish that the Statute provisions were met for the Extraordinary General meeting decisions to be valid including: meeting quorum, meeting presided over by the Vice-President of PAC, notice to members of agenda and the communication of date/venue 15 days in advance. Mr. Benitez then declared the opening of the Extraordinary General Meeting.

He then briefly discussed the sole agenda item of the meeting, which was the appointment of an external Auditor. As background, the annual General Assembly in May 2024 was unable to reappoint the incumbent external Auditor as he announced that he would not be renewing his term at the actual meeting. As this appointment needs to be approved by the members of the General Assembly, the parish is obliged to hold an Extraordinary General Meeting in order to fulfil our obligations under the Statutes.

2. Introduction and Appointment of an External Auditor (Mr. Augustine Agyeman-Duah, PAC Treasurer)

Mr. Augustine Agyeman-Duah, PAC treasurer presented the candidate for external Auditor Mr. Erwin Policar to the General Assembly. Mr. Policar has the necessary

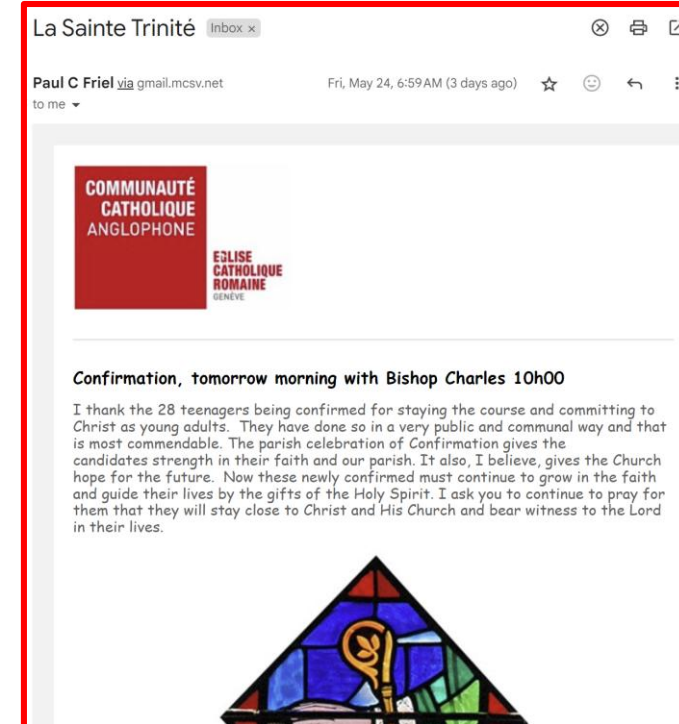


# Parish Administrative Council (PAC)

-Governing body



-Assist Parish  
Priest in  
stewardship



# Parish Administrative Council (PAC) 2025



Paul C Friel  
Parish Priest



Oscar  
Mbeche  
President



Joselito  
Benitez  
Vice President



Augustine  
Agyeman-  
Duah  
Treasurer



Camille  
Roney  
Maison Diocesan  
de Geneve



Julien  
Senderos  
Property  
Management



William  
McClain  
Human  
Resources



Sandra  
Simpson  
Safeguarding



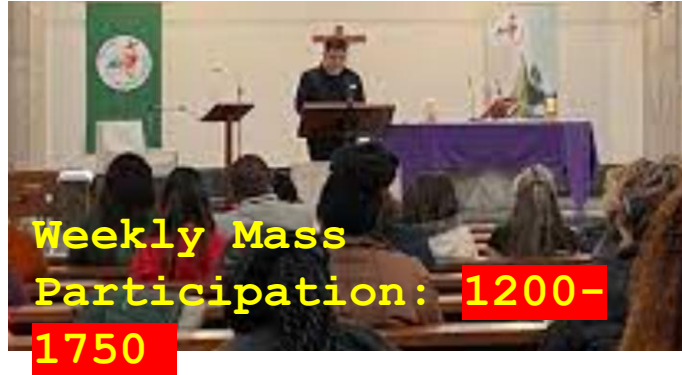


THANK YOU!





# Our Year in Review (2023)







Filipino Barrio Fiesta



International Street Food

ST JOHNXXXIII PARISH

# Christmas Market

57 RUE DE MONTBRILLANT  
1202 GENEVA

DECEMBER 1  
After 9 AM & 11 AM masses

Come & Shop for:  
Homemade Crafts  
Advent Wreaths  
Christmas Decoration  
Hand-painted Cards  
Homemade Jam  
Religious Items  
& Many More

All items on sale are made and prepared by our generous parishioners, our catechism and confirmation classes. Proceeds will go to the various needs of the parish.



Parish Choirs Concert



# Parish Activities-2024





# Updating Policies and Procedures





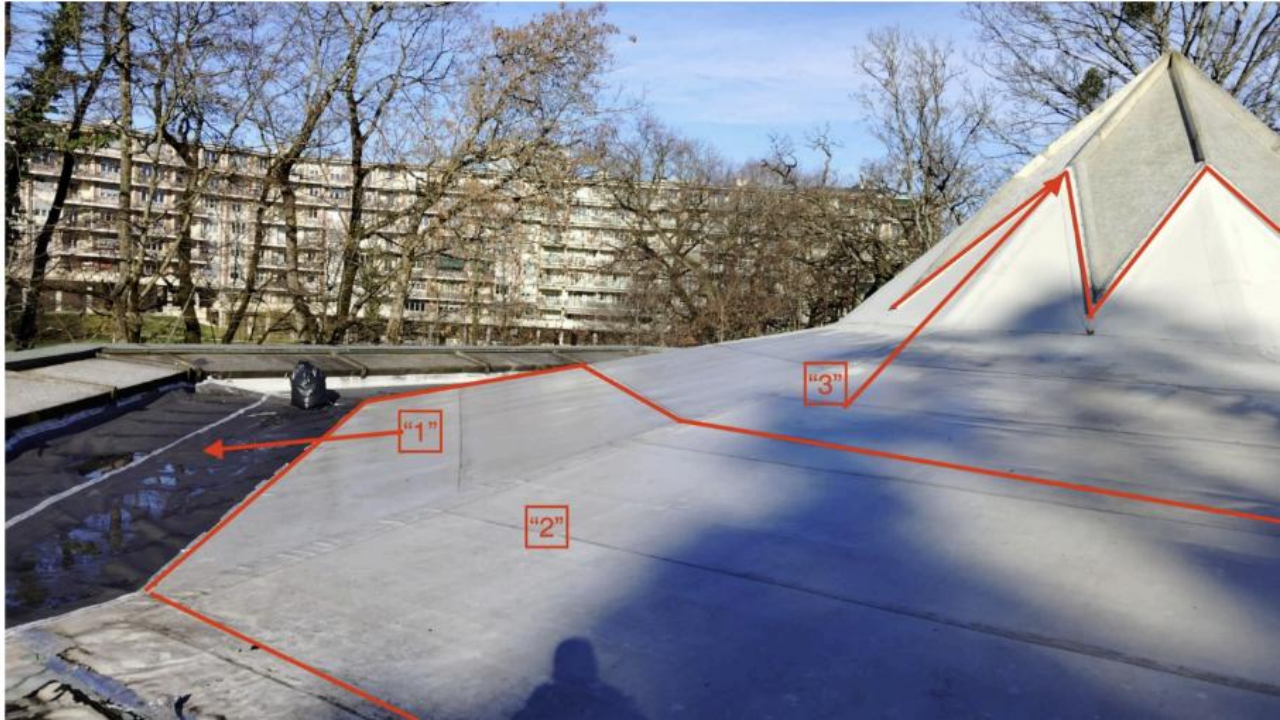
# Property Management

- Parish Centre and 60-year old Church (~600 people)
- Apartments for parish priests
- Meeting rooms (12)
- Parking Lot
- Exterior Grounds



# Capital Investmen

- Plumbing and Sewer issues in Parish House and Grounds
- Security Cameras
- Roof repairs
  - 400m<sup>2</sup>
  - CHF 260,000.00 !!
- Future Concerns:
  - Impact of Geneva Canton Energy Conservation Measures
  - Impact of International Community Funding Changes



# Revenues

2024= CHF 726.7K

2023= CHF 691.0K

CHF +CHF 35.6K

2019= CHF 813K

5.1%

# Expenses

2024= 536.3K

2023= 538.3K

CHF= -2.0K





# LOANS

- Renovation Loan- CHF 5.2Million (2012 and 2013)
- Balance end-2024- CHF 200K !



**Balance June  
2025= CHF140K !**



## Parish Staff

- Accountant
- IT Coordinator
- Secretary
- Director of Religious Education



Other  
s  
Capital  
Investmen  
ts  
Uncerta  
in  
Economy  
Reduced  
revenue  
s





# Parish Finances 2024 Report Auditor's Report

**AUGUSTINE AGYEMAN-DUAH**  
(Parish Treasurer)



**St. John XXIII Parish**  
**Statement of Activities**  
**as of 31 December 2024**  
**(in Swiss francs)**

	<u><b>2024</b></u>	<u><b>2023</b></u>
<b>ORDINARY OPERATIONS</b>		
<b>Contributions and Other Support:</b>		
Weekly offertory collections	305,143	211,757
Annual Pledges received	171,830	171,727
Proceeds from fundraising events, primarily Kermesse	40,209	49,538
Parishioner support for ministries	43,977	55,214
Donations, gifts and bequests	19,397	7,614
Other, primarily fees from Centre use	83,777	93,415
Net Assets Released from Other Support [ Note2]	<u>62,337</u>	<u>101,772</u>
<b>Total Contributions and Other Support</b>	<b>726,670</b>	<b>691,037</b>
<b>EXPENSES</b>		
Parish ministries and programs	41,444	64,201
Outreach programs	80,057	84,610
Parish facilities	151,983	145,642
Parish administration	<u>262,964</u>	<u>243,801</u>
<b>Total Expenses</b>	<b>536,448</b>	<b>538,254</b>
 Increase/(Decrease) in Net Assets without Donor Restrictions	 <b>190,222</b>	 <b>152,783</b>
 Amortization of premises	 <u>189,836</u>	 <u>189,836</u>
<b>Total Amortization of premises expenses</b>	<b>189,836</b>	<b>189,836</b>
 Increase/(Decrease) in Net Assets with Donor Restrictions	 <b>(189,836)</b>	 <b>(189,836)</b>
 Total Change in Net Assets	 <b>386</b>	 <b>(37,053)</b>
 Net Assets, Beginning of Year	 <u>2,968,999</u>	 <u>3,006,052</u>
 <b>Net Assets, End of Year</b>	 <u><b>2,969,385</b></u>	 <u><b>2,968,999</b></u>

**The accompanying notes are an integral part of these financial statements.**

<b>St. John XXIII Parish</b> <b>Notes to Financial Statements</b> <b>for the years ended 31 December 2024</b>			
<b>NOTE 5: STATEMENT OF FUNCTIONAL EXPENSES</b>			
		<b><u>2024</u></b>	<b><u>2023</u></b>
<b>Parish Ministries and Programs:</b>			
Adult education program		88	4,489
Communications and printed material		0	59
Hospitality Committee		1,632	1,449
Liturgy Committee & Ministerial Support		11,591	33,247
Religious education program		<u>28,133</u>	<u>24,957</u>
<b>Total Parish Ministries and Programs</b>		<b>41,444</b>	<b>64,201</b>
<b>Outreach:</b>			
Global Outreach (previously - AAC)		13,971	10,442
Tertiary Education Support		0	1,466
Diocesan Projects		44,695	49,285
Local Welfare Support		3,144	4,017
Turkana projects		<u>18,248</u>	<u>19,400</u>
<b>Total Outreach</b>		<b>80,057</b>	<b>84,610</b>
<b>Facilities:</b>			
Parish Car	<b>Note 6</b>	4,784	3,852
Fixtures & equipment expense		2,462	1,786
Insurance		13,438	12,642
Maintenance & repairs		50,038	70,855
Depreciation & amortization		27,335	6,742
Contribution for usage of Notre Dame		6,263	5,680
Telephones		5,575	5,593
Utilities		<u>42,088</u>	<u>38,492</u>
<b>Total Facilities</b>		<b>151,983</b>	<b>145,642</b>
<b>Parish Administration:</b>			
Bank charges		917	793
Fundraising and membership development		12,027	12,588
Maintenance of office equipment		2,952	3,037
Office supplies		4,233	4,568
Parish house expenses	<b>Note 6</b>	28,984	21,707
Personnel		204,760	190,808
Interest on Loan		4,200	5,692
Printing & photocopying		<u>4,892</u>	<u>4,608</u>
<b>Total Parish Administration</b>		<b>262,964</b>	<b>243,801</b>
<b>Growing in Faith Initiative:</b>			
Amortization of improvements to parish premises		<u>189,836</u>	<u>189,836</u>
<b>Total Growing in Faith Initiative</b>		<b>189,836</b>	<b>189,836</b>
<b>Total Functional Expenses</b>	<b>CHF</b>	<b>726,285</b>	<b>727,091</b>



**St. John XXIII Parish**  
**Statement of Financial Position**  
**as of 31 December 2024**  
**(in Swiss francs)**

		<u><b>2024</b></u>	<u><b>2023</b></u>
<b>ASSETS</b>			
Cash		449,592	587,345
Receivables		5,793	6,373
Property & equipment, net of accumulated depreciation	[Note 4]	<u>2,753,247</u>	<u>2,702,766</u>
<b>Total Assets</b>		<u><b>3,208,632</b></u>	<u><b>3,296,484</b></u>
<b>LIABILITIES AND NET ASSETS</b>			
<b>Current Liabilities:</b>			
Amount payable to suppliers		25,496	14,765
Accrued expenses & deferred support fees		13,752	12,720
Loans payable within one year		40,000	80,000
Loans payable	[Note 3]	<u>160,000</u>	<u>220,000</u>
<b>Total Liabilities</b>		<u><b>239,248</b></u>	<u><b>327,485</b></u>
<b>Net Assets:</b>	[Note 2]		
Net assets without donor restrictions		216,138	266,232
Net assets with donor restrictions		<u>2,753,247</u>	<u>2,702,766</u>
<b>Total Net Assets</b>		<u><b>2,969,385</b></u>	<u><b>2,968,999</b></u>
	<b>CHF</b>	<u><b>3,208,632</b></u>	<u><b>3,296,484</b></u>



**Election of Parish  
Auditor for 2026:  
ERWIN POLICAR**

**Discharge**

# BUDGET 2026

St. John XXIII Parish Statement of Functional Expenses for the years 2024 and 2023 (in Swiss francs, with budget figures for purposes of analysis)				
	CHF Budget 2026	CHF Budget 2025	CHF Audited 2024	CHF Audited 2023
Parish Ministries and Programs:				
Adult education program	1 000	1 000	88	4 489
Communications and printed material(books & pamphlets)	4 000	4 000	0	59
Hospitality Committee	3 500	4 500	1 632	1 449
Liturgy Committee & Ministerial Support	25 000	25 000	11 591	33 247
Other parish ministries	1 100	1 100	0	0
Religious education program	25 000	25 000	28 133	24 957
Total Parish Ministries and Programs	59 600	60 600	41 444	64 201
Outreach:				
Global Outreach (previously - AAC)	15 000	10 000	13 971	10 442
Tertiary Education Support	0	0	0	1 466
Diocesan Projects	63 000	63 000	44 695	49 285
Local Welfare Support	2 000	1 000	3 144	4 018
Remittance of Special collections	1 000	1 000	0	0
Turkana projects	25 000	25 000	18 248	19 400
Total Outreach	106 000	100 000	80 057	84 611
Facilities:				
Cars	5 000	5 000	4 784	3 852
Fixtures and equipment expense	4 000	4 000	2 462	1 786
Insurance	9 000	9 000	13 438	12 642
Maintenance & repairs	70 000	70 000	50 038	70 855
Depreciation and amortization	47 459	47 459	27 335	6 742
Contribution for usage of Notre Dame	7 500	7 500	6 263	5 680
Telephones	6 500	6 500	5 575	5 593
Utilities	35 000	35 000	42 088	38 492
Total Facilities	184 459	184 459	151 983	145 642
Parish Administration:				
Bank charges	2 000	2 000	917	793
Fundraising and membership development	2 500	2 500	12 027	12 588
Maintenance of office equipment	4 000	4 000	2 952	3 037
Office supplies	5 000	5 000	4 233	4 568
Parish House expenses (recurring):	20 000	20 000	28 984	21 707
Personnel	152 000	152 000	204 760	190 808
Interest on Loan	25 000	25 000	4 200	5 692
Printing and photocopying	4 500	4 500	4 892	4 608
Total Parish Administration	215 000	215 000	262 964	243 801
Growing In Faith Initiative:				
Amortization of improvements to parish premises	189 836	189 836	189 836	189 836
Total Growinf In Faith Initiative	189 836	189 836	189 836	189 836
Total Functional Expenses	CHF 754 895	749 895	726 285	728 091



# PPC 2024 Report

**OLGA MENANG**

**(PPC Head)**



# 2024 Report: Religious Education

**ANNA BERKELEY**

**(Director for Religious Education)**



# PAC ELECTIONS

- RENEWAL OF HUMAN RESOURCES delegate

**BILL McCLAIN**



- RENEWAL OF SAFEGUARDING delegate

**SANDRA SIMPSON**





# PAC ELECTIONS

- ELECTION OF FUND RAISING delegate

ANGELA YANKSON




- CONFIRMATION OF APPOINTMENT PARISH PASTORAL COUNCIL delegate

OLGA MENANG



# AOB / Q&A



# CONCLUSION AND CLOSING



Signature \_\_\_\_\_

Date \_\_\_\_\_