

Cemetery ID Number: _____

Name of Cemetery: _____

SACRED HEART, ST. MARY'S AND ST. JOHN'S

Name of Parish: _____

HOLY FAMILY PARISH

Location of Parish: _____

509 CALDWELL AVE. PORTAGE, PA 15946

DIOCESE OF ALTOONA-JOHNSTOWN

ANNUAL REPORT OF CEMETERY OPERATIONS

FROM JULY 1, 2025 TO JUNE 30, 2026

INSTRUCTIONS

1. Please mail or e-mail (finance@dioceseaj.org) all completed reports by **September 30** to the Finance Office, 2713 West Chestnut Avenue, Altoona, PA 16601
2. Multiple cemeteries in one parish **may be** consolidated in one report if separate records are not kept for individual cemeteries.
3. All deeds & plot plans must be on file at the Diocesan Administration Center.
4. Cemetery bank accounts must be **separate** from parish accounts.
5. Perpetual Care Funds are to be kept in **Trust** that allows **only investment earnings** to be used for operations.
6. All expenditures of \$25,000.00 or more must be approved by the Bishop.
7. Each year the Cemetery Committee is to prepare a budget for review by the Parish Finance Council.
8. Please attach list of Cemetery Committee members.

Date

9/11/2026

Signed

Fr. Thomas J. Stabile, T.O.R.

Pastor or

Date

9/11/2026

Signed

Greg Pelgrom

Parish Administrator

Chairman

of the Finance Council

Due Date: September 30

Mail To: Diocesan Finance Office

2713 West Chestnut Avenue, Altoona PA 16601

finance@dioceseaj.org

ANNUAL RECEIPTS & EXPENDITURES

for the year ended June 30, 2026

CASH RECEIPTS:

1. Investment Income - Perpetual Care Fund	
2. Other Perpetual Care Funds Received	
3. Sales of Graves and Plots	
4. Foundation/Permit Fees	
5. Investment Income - Ordinary	
6. Annual Care Charges	
7. Grave Opening Charges	
8. Misc Receipts:	
Description: (attach schedule if necessary)	
Vases/Inserts	130
Donations	450
Engraving/Lettering	645
Ccemetery Maintenance	1097
Transfers	150

ORDINARY FUND

PERPETUAL CARE FUND

		\$ 1500
\$	6996	
	180	
	22731.75	
	4200	
	1400	
	2472	
TOTAL CASH RECEIPTS	\$ 37979.75	\$ 1500

CASH EXPENDITURES:

1. Salaries & Payroll Taxes/Benefits	
2. Fees to Open/Close Graves	
3. General Maintenance	
4. Lawn Maintenance	
5. Machine Maintenance	
6. Office Expenses	
7. Returned Graves	
8. Cemetery Improvements and Development	
9. Misc Expenditures:	
Description: (attach schedule if necessary)	
ICF	1500
Wyse	430
Shaffer Tree	900
Priest/Organist/Server	350

\$	11582.5
	1003.92
	120
	2145
	182.79
	3180
TOTAL CASH EXPENDITURES	\$ 18214.21

Excess (Deficit) for Ordinary Fund

\$ 19765.54

ASSETS & LIABILITIES
As of June 30, 2026

CURRENT ASSETS OF CEMETERY:

Cash in Bank:

Ordinary Fund \$ 97349.67

Perpetual Care Fund

TOTAL

\$ 97349.67

Investments (attach schedule):

Ordinary Fund

Perpetual Care Fund

TOTAL

0

Loans Receivable:

Parish

Others (attach schedule)

TOTAL

0

Other Assets: (attach schedule)

TOTAL ASSETS OF CEMETERY

\$ 97349.67

LIABILITIES OF ORDINARY FUNDS:

Unpaid Bills

\$

Loans Payable:

To Parish

Others (attach schedule)

Other Short Term Debts

TOTAL LIABILITIES

\$ 0

SUMMARY OF CASH BALANCE

	ORDINARY FUND	PERPETUAL CARE
Beginning Balance, July 1, 1, 2025	\$ 77584.13	\$
<u>Add:</u>		
Receipts for the Year, per Annual Report	37979.75	
<u>Deduct:</u>		
Expenditures for the Year, per Annual Report	(18214.21)	
<u>Add or (Deduct):</u>		
Bank Transfers between Ordinary/Perpetual		
Bank Transfers to/from Parish accounts		
Ending Balan 30-Jun-26	\$ 97349.67	\$ 0

If the information is available, please report the following data:

FIXED ASSETS: (Original Cost Less Depreciation)

Land (Original Cost)	\$
Improvements (Roads, Buildings, Site Development, etc.)	
Vehicles	
Other Machines and Tools	
Office Equipment	
Other Assets	
TOTAL FIXED ASSETS	\$ 0

GENERAL STATISTICS

1. Number of Internments during this Fiscal Year 21
2. Purchase Price per Grave
 - a) perpetual care amount \$ 125 and 150
 - b) plot sale amount \$ 500 and 600
3. Is there an Operating Budget for the next Fiscal Year? Yes
4. Number of Acres in Cemetery 7.1
5. Is the Cemetery at or near full capacity?
 - Do you have a plan to expand the cemetery? No
 - If yes, please attach a brief explanation Yes
6. How is maintenance provided? (Circle all that apply)

<u>Contractor</u>	<u>Volunteers</u>	<u>Full Time Employee</u>	<u>Part Time Employee</u>
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7. Is there a Mausoleum?
 - a) age of building (in years) Yes
 - b) number of cypts 36
 - c) is it at or near capacity? 116
 - d) average sale price per crypt?
 - (I) perpetual care amount \$
 - (II) crypt amount \$
8. Do you plan to withdrawal any savings from the MAP Trust in the next 12 months?
 - If so, how much? No

Diocese of Altoona-Johnstown

Attachment to Cemetery Report for June 30, 2026

Questions regarding Mausoleums are being raised throughout Pennsylvania by Cemetery Commissions. These questions are serious enough to prompt a study in our Diocese. The Following questions are to be answered only by Pastors/Committees who presently have mausoleums:

- 1 What is the total number of crypts in your mausoleum(s)? 116
- 2 How many crypts are not yet sold? 0
- 3 Does your mausoleum feature an inside chapel or meditation room? No

- 4 What complaints or concerns, if any, regarding your mausoleum have surfaced from either your cemetery staff or families who have purchased burial rights/crypts?

Attaching wire, command hooks and placing decorations not approved by
Cemetery Commission

- 5 Please report here the amount of money spent this past year on your mausoleum:

(A) Maintenance	\$ Power Wash Mausoleum and sidewalks \$2,145
(B) Repair to the structure	\$
(C) Improvements	\$ Tree Removal \$900

- 6 What repairs or improvements to your mausoleum do you foresee?:

(A) This coming year:	Power wash Mausoleum and sidewalks
Estimated cost:	\$ 2,100.00
(B) In the next five years:	Install a Columbarium
Estimated cost:	\$ \$50,000 Approx.

MAP Balance as of June 30, 2026

\$94,314.25

Independent Catholic Foundation as of June 30, 2026

\$503,166.05

CEMETERY COMISSION MEMBERS

John Bandzuh

Matthew Decort, Decort Funeral Home

Ernest Eney

Ed Myers, Myers Cemetery Care

Julia Myers, Eternal Memorial Services

Jordan Rodgers

Ronald Rodgers

Nancy Sherbine

Pamela Ellis, Director

Very Rev. Thomas Stabile, TOR, Pastor