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PAA Days 2018 Wrap Up

Please take a few minutes (average has been 7 minutes 8 seconds!) to do the evaluation for PAA Days 2018.

https://www.surveymonkey.com/r/L69GDNH

You can also find notes of Fr. Bryan Dolejsi homily at the end of the survey.

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Handouts for PAA Days are available on the website at

http://www.seattlearchdiocese.org/Archdiocese/PFS/Forms.aspx (towards the bottom of the page).

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NOTE!!! – date for PAA Days 2019 is March 27 & 28. During March Madness, but three weeks ahead of Holy Week and Easter and hopefully before most school Spring/Easter breaks (except for maybe some colleges, sorry, sigh).

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Previous notice about the Tax Fraud Communication

At PAA Days, several mentioned they had missed the notice in the November PFS newsletter about the outcome of the Tax Fraud case. You can find the last year of newsletters here:

http://www.seattlearchdiocese.org/Archdiocese/PFS/Newsletters.aspx These newsletter are always a good resource, including about such things as Fraudulent emails (also in the November newsletter), Priest Tax Equity reimbursement, etc.

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Parish Security PAA Days Presentation Follow-Up

As we heard at PAA Days, it would be good to have an expert come review your parish security. While we encourage you to contact your local police department, if you want a deeper look at your parish security, our speaker, Pierce County Sheriff’s Deputy Curt Seevers indicated he could be available for parishes in (and maybe near) Pierce County. Please contact Nick Altenhofen in the Insurance office for contact information. Nick.altenhofen@Seattlearch.org

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Two ACH Deposit options for your parish!

-From the Archdiocesan Accounting office: To have funds from the Accounting department sent to your parish by ACH transfer, see the form on pages 3 & 4 of this newsletter (Note, this is already in effect.)

-From the Parish Revolving Fund: To have funds from the PRF sent to your parish by ACH transfers, see the form here:

http://www.seattlearchdiocese.org/Assets/PFS/14852_PFSACHPayments.pdf

(Note, this will be in effect by the beginning of the new fiscal year.)
Memo from the Accounting Department

To: All Parishes and Schools

Sent on behalf of Tom Grechis

Hello!

I'm following up on switching your location from receiving paper checks to receiving ACH (electronic) payments. This was initially offered in February 2017. The chancery is hoping all parishes and schools will allow us to pay them electronically.

ACH payments arrive in your location’s bank account within one day after the payment is processed. Additionally, the day before payment, a notification email is sent to up to two different email addresses.

The attached memo from Frank Feeman, CFO of the Archdiocese of Seattle, explains more fully the benefits you derive from enrolling in this process. To participate in this benefit, we will need an authorization form completed and returned to the Chancery accounts payable department (form is attached).

If you serve more than one location and/or school, please complete a separate form for each.

Feel free to write me or call me with questions.

If your location(s) are already signed up, THANK YOU! If you aren’t sure, send me an email and I’ll check it you.

Thomas Grechis
Assistant Controller
Archdiocese of Seattle
710 9th Ave
Seattle WA 98104

Email: Thomas.grechis@seattlearch.org
Direct 206-382-4287
Main Line 206-382-4560
Fax 206-903-4624
To: All Parishes and Schools
From: Frank Feeman, Chief Financial Officer
Date: February 16, 2017
Re: Chancery Accounts Payable office now offers ACH payments to parishes and schools

Dear Colleagues:

The Chancery Accounts Payable department would like to invite you to participate in our new electronic payment program, or ACH Payment. In lieu of receiving a paper check for payments the chancery issues to your parish or school, the payment can now be made via electronic transfer and automatically credit your bank account at your financial institution. This includes such payments as rebates, refunds, grants, donations, etc.

Benefits to your location include:

- Cost savings on banking fees to the location and to the Chancery
- Eliminates check processing costs and collection costs associated with lost or misplaced checks
- Eliminates need to process checks and make manual deposits
- Funds are available next day. No more waiting 2-3 days for check to arrive in the mail
- Email advices sent include statement-type information such as deposit date, deposit amount, and invoice number or purpose of payment
- Electronic payments are more secure, save money and help conserve the environment by eliminating the printing and mailing of paper checks

To receive payments electronically, complete the attached form and return it to the Chancery Accounts Payable Office. The form should be signed by the priest or the proper official of your location. Please include title along with their signature. If you have both a parish and school, please prepare a separate form for each.

*Mail, e-mail or fax the completed form to:*

*Accounts Payable*  
710 9th Ave.  
Seattle, WA 98104

*achpayment@seattlearch.org*  
*fax (206) 903-4624*
SECTION ONE: Independent Contractor/Company/Employee

Name: ____________________________
Payment Address: ____________________________
Payment City, State, Zip: ____________________________
Phone Number: ____________________________

SECTION TWO: Direct Deposit Setup Information

In the Archdiocese of Seattle's (CCAS's) commitment to sustainability, and to process your payment faster, we request you to complete the ACH enrollment section below. All fields must be completed for direct deposit setup.

| Bank Name: | ____________________________ |
| Email for Direct Deposit Notification: | ____________________________ |
| Branch (optional): | ____________________________ |
| Email for Direct Deposit Notification: | ____________________________ |
| ABA Routing No: | ____________________________ |
| Account Number: | ____________________________ |

SECTION THREE: Direct Deposit Authorization and Agreement

I authorize the Archdiocese of Seattle (see note below) to initiate direct deposit of funds to the account and financial institution indicated above, and to recover funds deposited in error if necessary; in compliance with U.S. Law, and the Automatic Clearing House (ACH) rules.

I understand that:

1. It is my responsibility to provide accurate and current banking information. Notification of direct deposits will be by e-mail; it is my responsibility to provide a valid e-mail address.
2. It is my responsibility to verify payment has been credited to my account, and that CCAS assumes no liabilities for overdraft for any reason.
3. This authorization will remain in effect until: a) CCAS receives a written request to change or terminate direct deposit agreement; b) notification is sent by my bank that the account is no longer valid; or c) until the CCAS determines to terminate the program.

______
Date: ____________________________

__________________________
Signature

Print Name and Title

Note: Archdiocese of Seattle’s Accounting Services Department provides payment services for Called To Serve As Christ Campaign, Fulcrum Foundation, and WA State Catholic Conference. The Independent Contractor/Company/Employee agrees that any payments made on behalf of any of the companies listed are subject to this ACH agreement.

Send Completed Forms to:
Sandy Lau
Accounting Department
(or) via fax: 206-903-4624
(or) via email: achpayment@seattlearch.org

Questions? Call 206-382-4237

FOR ACCOUNTING USE ONLY Acct #: ____________________________
As we get into Spring, obviously Finance Councils want to be reviewing the finance statements through the third quarter of the fiscal year.

- If your next meeting isn’t until after Easter, it would be good to include the ‘performance’ of the Easter collection – the last big bump of the fiscal year.

- Budgeting for the fiscal year needs to be going, if it hasn’t started already. It would be good for the Finance council to see at least a first draft budget in the early Spring – and hopefully this is informed by input from the relevant staff (including the pastor!) and Pastoral Council’s input about parish goals and priorities and vision for the future. If you’ve been meeting just quarterly, you may want to schedule an extra meeting or two to enable a completed budget to recommend to the pastor.

- If you have a parish school, it is time to ask what enrollment is starting to look like for next year – and how that will impact budget.

- Finally, start recruiting now for new Finance Council members. You’ll need to start this early because there are always some that will turn you down. Do some brainstorming at the meeting to share suggestions with the pastor.

(Note: this blurb will be shared with parish finance council contacts if you have shared their email with us.)

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**Property Taxes**

Annual tax renewal notices for 2018 were sent out January and due by the end of February, they need to be submitted to the Dept. of Revenue by March 31. If we have not received it by then, you property will no longer have its exempt status.

Tax statements were sent out on March 19 to Parishes, if you are missing statements, contact Sophal Hamaker immediately.

Any questions and/or concerns, please contact Sophal Hamaker at: sophal.hamaker@seattlearch.org.
Free Tables

We have (19) rectangular tables that measures 8'x30".
We have (4) round tables 5' diameter.
If interested, contact Steve Carbonetti, stevec@hfkparish.org, or call 425-822-0295, ext 121.

Stewardship of Time

As we draw close to the end of Lent, we continue to pray the Lenten Stewardship prayer for all parishes. We also offer the below Easter Prayer.

God of glory, by the raising of Your Son
You have broken the chains of death.
Fill Your Church with faith and hope;
for a new day has dawned
and the way to life stands open
in our Savior Jesus Christ.
AMEN

Stewardship of Treasure

All of you should have just received our email regarding sending out your first quarterly letter. Please be aware that new this year is a specific quarterly letter designed for those households who did not make a pledge and who have not made a donation so far this year. Find this letter and the instructions for this letter on our website (4th entry under Stewardship of Treasure heading) at:

http://www.seattlearchdiocese.org/Stewardship/PS/Renewals.aspx

Relief Services – a new parish resource

The CRS Parish Ambassador Corps is a new global solidarity initiative helping parishes “Share the Journey.” Parishioners who become ambassadors receive formation and assist PAs for Administration and other parish staff/leadership. Information about this resource, and an invitation to an April 21 event: click on “CRS Parish Ambassadors” at www.seattlearchdiocese.org/crs, or contact us in the Missions Office!
ARCHDIOCESE OF SEATTLE

INCLUSION MINISTRY
MASS & DANCE

Saturday, April 21, 2018

11:00am • Mass with Archbishop Sartain
at St. James Cathedral
(804 9th Ave, Seattle, WA 98104)

12:00pm • Inclusion Ministry Dance
at O’Dea High School Gym
(802 Terry Ave, Seattle, WA 98104)

For more information, contact Erica Cohen Moore
at erica.cohen@seattlearch.org or 206-382-4852
2018 Upcoming Retreats
Register Online at PalisadesRetreatCenter.Org

APRIL 6-8
“Camino, Verdad y Vida”
Retiro de Encierro en Español
Led by Mauricio I. Pérez

APRIL 6-8
“Betrothed: A Preparation for the Sacrament of Marriage”
Engaged Couples’ Retreat
Led by Dr. Sarah Bartel & Nathan Bartel

MAY 4-6
“Experiencing the Living Church:
Liturgy for the People or the People for the Liturgy?”
Young Adult Retreat, Ages 21-35
Led by Fr. Marcin Szymanski, OP

MAY 11-13
“Having a Mary Spirit in a Martha World”
Women’s Retreat
Led by Donna Cori Gibson

MAY 25-27
“Anointed: Priest, Prophet, King”
Men’s Retreat
Led by David Charboneau