

PARISH FINANCIAL SERVICES NEWSLETTER

Archdiocese of Seattle

Parish Financial Services
710 9th Avenue, Seattle, WA 98104
Phone(800) 422-5417
Fax (206) 382-4279
Parishfinancialsvcs@seattlearch.org

Scott Bader
Director of PFS
(206)-382-4585
scott.bader@seattlearch.org

Sarah Diama
Assistant Director of PFS
(206) 382-4573
sarah.diama@seattlearch.org

Loretta Griffin
Savings & Loan Manager
(206) 382-4501
lorettag@seattlearch.org

Arlene Stace
Savings & Loan Accountant
(206) 382-4845
arlene.stace@seattlearch.org

Michelle Marquardt-Chia
Administrative Assistant
(206) 382-7316
michelle.marquardt-chia@seattlearch.org

In This Issue

2017-2018 Parish Annual Report	Pg. 1
Maintenance and Facility Workers Training	Pg. 2
Human Resources—Road Trip	Pg. 2
Insurance Department	Pg. 2
Annual Catholic Appeal- Monica Lewis	Pg. 3
Parish Stewardship	Pg. 3
CCHD Collection	Pg. 4
Hispanic Family Camp	Pg. 4
Formation Day-Pastoral Musicians in Spanish	Pg. 4
Pastoral Leadership—Hispanic Ministry	Pg. 4
Upcoming Retreats at ABRC	Pg. 5
Other Upcoming Events	Pg. 6

2017-2018 Parish Annual Report

The deadline for submission of the parish annual report has passed. If you have not turned in your report, please do so as soon as possible. For general questions about the PAR, or for help with submitting the report at box.com, please contact Ben Altenhofen in the Chancellor's Office at email: bona@seattlearch.org phone: (206) 654-4655.

For questions specific to the financial sections, please call Sarah Diama, Assistant PFS Director, at (206) 382-4573 or (800) 422-5417 or email sarah.diama@seattlearch.org

Reminder to sign up your Maintenance and Facility workers for this free annual training.

Their annual attendance is required by law if their job specifies them to clean and/or maintain any facilities which may be a hazard such as toilets, vomit, asbestos. Email Robin.Marshall@seattlearch.org in the office should you have any questions about the nature of your employees position.

Please note that the Seattle training location will be at ST PATRICK CHURCH this year and NOT at the Chancery. We hope that this will make it easier for parking and accessibility. Thank you St. Patrick Church for hosting!

Registration Form link: http://www.seattlearchdiocese.org/Assets/Property/SafetyTraining2018Notice_rev.pdf



Human Resources is hitting the road this summer!

As we have in previous summers, we are traveling to parishes around the Archdiocese to meet with PAA's and bookkeepers. This is a chance to catch up, answer any questions you may have, and share what's new in our office. Topics include: Family medical leave, compensation, multi-location employees, and more!

Where we'll be:

August 21st from 10:00am to Noon – St. Michael Parish, Olympia

August 28th from 10:00am to Noon – Isaac Orr, Chancery

August 29th from 10:00am to Noon – St. Charles Parish, Burlington

September 11th from 11:30am to 1:30pm – St. Joseph the Worker Parish, Vancouver. LUNCH WILL BE PROVIDED.

September 25th from 10:00am to Noon – St. Charles Borromeo Parish, Tacoma

Greetings from the Insurance Department!

As we approach the beginning of school, it's a good time to remember some safe procedures for the new school year:

- Students should be dropped off and picked up in safe designated areas away from traffic
- Playground monitors should be vigilant at all times, not on their phones or otherwise distracted
- Controlled access entryways are strongly recommended for campus safety and security
- Visitors should be signed in and out when entering and leaving the building
- All volunteers should fill out the proper volunteer paperwork, as well as completing any Safe Environment requirements (Volunteer/Volunteer driver forms can be found on our website: <http://www.seattlearchdiocese.org/Archdiocese/Insurance/forms.aspx>)

Here's to a great school year!

Also, the RAIN will be returning soon and so will the likelihood of flooding and water damage. Please take time to check your gutters and clear any debris to prevent potential damages. If you do have water damage, remember to contact the Property and Construction Offices to see if a Good Faith asbestos survey is needed, as well as Nick Altenhofen in the insurance office for steps on filing an insurance claim. Remember, the deductible is now \$5,000. Contact Nick if you're unsure if your incident will exceed that amount at nick.altenhofen@seattlearch.org or (206) 382-4529



Our ACA Director, Monica Lewis, will be leaving the Office of Stewardship and Development to pursue a new career with Our Sunday Visitor. Her last day is August 24th. Please keep her in your prayers!

If you have ANY questions, please contact us by phone or email. We are here to support you in any way we can - thanks for all you do!

Maggie Stiles Assistant Director, ACA 206-382-4274 maggies@seattlearch.org	Steve Homiack Parish Stewardship & Interim ACA Director 206-903-4619 steve.homiack@seattlearch.org
---	---

PARISH STEWARDSHIP

Our web page has been updated with all the files you will need for your upcoming Stewardship Commitment Renewal. You can link to our webpage at: <http://www.seattlearchdiocese.org/Stewardship/PS/Renewals.aspx>

Please Note: This updated page includes examples and a template for your Annual Report to the Parish (not to be confused with the PAR). FYI - The Annual Report to the Parish is one of the first tasks for the upcoming Stewardship Commitment Renewal.

If you have any questions, please contact:
Steve Homiack at steve.homiack@seattlearch.org
or Kathy Clark at kathy.clark@seattlearch.org





CATHOLIC CAMPAIGN FOR HUMAN DEVELOPMENT

CCHD Collection

September 16, 2018

The Catholic Campaign for Human Development (CCHD) Collection provides the Catholic faithful with concrete opportunities to live out the love of God and neighbor in ways that express our baptismal call and continuing Eucharistic transformation. CCHD is an essential part of the Church in the United States' social mission, and a unique part of the Catholic community's broad commitment to assist low-income people, families and communities.

The Archdiocesan contribution to this national collection results in many grants supporting efforts in western Washington, including the Catholic Community Services [PREPARES](#) programs in many of our parishes.

Please contact the Missions Office with any questions, (206) 382-4580//1-800-869-7028 or missions.office@seattlearch.org. Information on CCHD, this annual Special Collection, as well as the **local and national CCHD grantees in this Archdiocese**, can be found at our website: www.seattlearchdiocese.org/cchd. The collection materials are now on their way, if not arrived already. Thank you!

-Missions Office staff (Veronica Fehrenbach, Kelly Hickman, J.L. Drouhard)

Hispanic Family Camp 2018: “Rejoice and be glad”

For the tenth consecutive year, Camp Don Bosco in Carnation will host a Hispanic Family Camp August 24–26. Conducted entirely in Spanish, the event aims to celebrate and strengthen families through faith-filled activities, opportunities for recreation, offering access to community resources relevant to families and closing Mass on Sunday. For more information, contact Annie Bailey 206-274-3194 or Ana.Bailey@seattlearch.org

Campamento para Familias 2018: Alegraos y regocijaos”

Por celebrarse en el Campamento Don Bosco en Carnation del 24–26 de agosto por décimo año consecutivo. Realizado completamente en español, este evento busca celebrar y fortalecer a las familias mediante actividades de fe y recreacionales así como ofreciendo acceso a recursos relevantes para las familias. Para mayor información, favor de contactar a Annie Bailey 206-274-3194 o Ana.Bailey@seattlearch.org

Formation Day “Instituto OCP” for Pastoral Musicians in Spanish

With special focus on the changes of the *Misal Romano*

Saturday, Sep 15th, 2018 from 8:30am-4pm at St. John of the Woods, Tacoma

[See flyer here](#)

Pastoral Leadership Network for Hispanic Ministry

Friday, September 7, 2018 from 10 AM - 2 PM

Archdiocese of Seattle (Isaac Orr Conference Rm)

910 Marion St, Seattle, WA 98104

Networking event in Spanish for pastoral assistants, coordinators, staff, priests, deacons, religious, key volunteers, and leadership of lay ecclesial movements involved in Hispanic Ministry.

Please RSVP by Sep 4th, 2018 [here](#).



ARCHBISHOP BRUNETT
RETREAT CENTER AT
THE PALISADES

2018 Upcoming Retreats

Register Online at PalisadesRetreatCenter.Org

OCTOBER 5-7

["Five Ways to Tune Your Interior and Spiritual Life"](#)

Sponsored by the Lay Carmelites of WA & BC

Led by Br. James Lindsay, OCD

OCTOBER 12-14

["Becoming an Ordinary Martyr"](#)

Young Adult Retreat, Ages 18-30

Led by Bishop Daniel Mueggenborg

OCTOBER 19-21

["Pre-Cana: Retiro Pre-Matrimonial de Parejas"](#)

Retiro de Encierro en Español

Alvaro y Ana De La Cerda, Erika y Mario Gutierrez

NOVEMBER 16-18

["Betrothed: A Preparation for the Sacrament of Marriage"](#)

Retreat for Engaged Couples

Led by Dr. Sarah Bartel & Nathan Bartel

NOVEMBER 30 – DECEMBER 2

["Be Still and Know That I am God: Discovering the Power of Silence and Contemplation"](#)

Silent Advent Retreat for Men & Women

Led by Fr. James Northrop

The Archbishop Brunett Retreat Center at the Palisades
4700 SW Dash Point Road; Federal Way, WA 98023
palisades@seattlearch.org • 206-274-3130

A Pilgrimage and Mass at the NW Detention Center

Saturday, August 25th 10:00 AM - 710 13th St. Tacoma

Parishes in the Jesuit West Province stand in solidarity with refugees and immigrants. Join us for a visit to the Northwest Detention Center in Tacoma. Bus and carpools will leave from St. Joseph Parish in Seattle at 9:00 AM. Prayer and pilgrimage will commence at 10:00 AM at St. Leo's Tacoma. Mass outside the Detention Center will begin at 11:00 AM, led by Fr. John Whitney, SJ. Bring cash for food trucks during lunch time.

For more information, including details on a bus from Seattle (space is limited, please RSVP) contact Deacon Steve Wodzanowski: (206) 965-1646, steve@stjosephparish.org or Joe Hastings: (253) 272-5136 x110, jhastings@stleoparish.org

Please see the attached flyers: English and Spanish

Exploring Migration: A Faith Journey

Wednesday Evenings (8/22 - 10/10) – St. James Cathedral

Each session runs from 7-9 PM in the St. James' Pastoral Outreach Center. Join us for prayer, dialogue, active listening and relationship building. Sessions organized around 1 of 3 main themes: History and Facts, Theological Perspectives, and Discernment & Action. \$28 registration fee (scholarships available) for two resource books and other provided materials.

For more information, call or email Chris Koehler (206) 382-4511 or ckoehler@stjames-cathedral.org

Learn more here: <http://www.stjames-cathedral.org/Events/2018/exploringmigration.aspx>

Our Saints Mass

November 3rd at 11 AM – St. James Cathedral

In an effort to foster greater awareness of, and appreciation for, our many immigrant communities in Washington, the Archbishop has called for an annual Mass in early November to celebrate the particular Saints revered by the various cultural communities who enrich the Church. Join us for this first annual celebration.

For more information contact Deacon Carl Chilo: (206)382-4828 or carl.chilo@seattlearch.org

Online Resources

Catholics Sharing the Journey (WSCC): <http://wacatholics.org/immigration-support>

Immigrant & Refugee Ministry: <http://www.seattlearchdiocese.org/irm>

St. James Immigrant Assistance: <http://www.stjames-cathedral.org/immigrant>

Share the Journey: <https://www.sharejourney.org>

Justice for Immigrants (USCCB): <https://justiceforimmigrants.org>