



ARCHDIOCESE OF SEATTLE

# PARISH FINANCIAL SERVICES

## NEWSLETTER

July 2015

Volume 12, Issue: 7

### From the Office of PFS:

Do you (or your school or other parish entity) use a credit card swipe reader?

A new credit card reader system will soon be in place that has the potential of greatly reducing fraud—both large-scale data hacks and the retail spending sprees of small-time crooks. But the new system could shift the liability costs of fraud onto churches or retail outlets if they fail to implement the new system. The deadline of October 1st of this year is approaching quickly. If you haven't heard from the company that provided you with the credit card reader system, you should contact them immediately, or start looking for a new credit card reader that is compliant with the new system.

This month's fundraising reminder:

Per IRS regulations, if a parish group is fundraising by doing some activity, those from that group who participate in the fundraising can't be 'rewarded' by allocating more of the fundraising proceeds to defray the costs of their participation in group activities. E.g., the youth group does a weekly car wash to raise money for their yearly mission trip. Five kids regularly help out, the other five do so occasionally or never do. The cost of the mission trip is \$2000 per person. The car wash raises \$10,000 over the course of the year. The \$10,000 raised can't be allocated in such a way that the five kids who regularly help out get the cost of their trip reduced more than those who don't.

### INSIDE THIS ISSUE:

MISSIONS: RICE BOWL GRANTS 2015	<b>2</b>
ACA 2015 UPDATE	<b>3</b>
SAFETY CORNER: BACK INJURIES	<b>4</b>
MASS FOR THE SPECIAL NEEDS COMMUNITY	<b>5</b>

### Parish Stewardship:



If you have not ordered your Parish Stewardship materials yet, please do so as soon as possible by going to our order site at:  
<http://clients.printwest.net/customers/seattlearchstewardship/>  
Choose your parish from the drop down menu.

- Password is: ps2015

If you need help or have any questions, please contact Kathy Clark at  
[kathy.clark@seattlearch.org](mailto:kathy.clark@seattlearch.org).

### Insurance Billing:

The annual Insurance Billing was sent out via email to the attention of Pastors and PAA's from Maggie Parros, Insurance Program Manager in Administration and Finance. Parish Financial Services no longer handles Insurance. Any questions should be directed to: Maggie Parros at (206) 274-3120 or

[Maggie.parros@seattlearch.org](mailto:Maggie.parros@seattlearch.org)

The discount for submitting payment early has been moved to August 25th.



## Rice Bowl grants announced for 2015

“We need to build up society in the light of the Beatitudes, walking towards the Kingdom with the least among us.” – Pope Francis

Rice Bowl grants for programs in Western Washington have been approved, and checks sent out! A record number of grants (243!) were approved this year. The grants are made possible through the 25% share of Rice Bowl donations this past Lent, per Catholic Relief Services guidelines. The total Rice Bowl giving in this archdiocese is projected to be over \$509,000 (the highest total ever!). Beyond the donations, all of you in parishes, classrooms and households in this archdiocese once again engaged actively (and very creatively!) in the praying, fasting, and learning aspects of the Rice Bowl Lenten program.

Rice Bowl is the Lenten program in which all of our parishes and many of our schools participate. To learn more about Rice Bowl (and CRS) visit [www.crs.org](http://www.crs.org). Please visit [www.seattlearchdiocese.org/missions](http://www.seattlearchdiocese.org/missions) for a list of the local Rice Bowl grants this year, along with information on the application process.

On behalf of all those, locally and internationally, with whom you are in solidarity through this Lenten program...

**Thank You!**

-

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# MISSIONS OFFICE



### **Rebate Checks**

If your payments have exceeded your goal, you can expect your first rebate check in mid-August!

A check this early indicates

your pledge fulfillment is proceeding nicely! **Continue to send discrepancies or omissions you find on your donor report as these can affect rebates – send an email to [maggies@seattlearch.org](mailto:maggies@seattlearch.org) and include parish name and ID, donor name, Arch ID# if known and description for research.**

### ***STILL TRYING TO REACH YOUR GOAL OR HOPING FOR A LARGER REBATE?***

Reach out to **summer visitors** to give a gift

Continue to promote **Online Giving -**

[www.seattlearchdiocese.org/donate](http://www.seattlearchdiocese.org/donate)

Promote **Matching Gifts – consider communicating on a monthly basis in your bulletin, on your website, Facebook, mobile App or email alerts to parishioners. Sample article:**

### **DID YOU KNOW YOUR GIFT COULD BE DOUBLED?**

Many companies **MATCH** gifts to the Annual Catholic Appeal!  
Check if your employer has a **Matching Gift** program and help us maximize our Annual Catholic Appeal Rebate for our parish project. Once your gift has been paid in full, you can apply for the match per your employer's instructions. The Annual Catholic Appeal, Archdiocese of Seattle, is a tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code. Tax ID # 91-0778147. Call 206-382-4274 if you have any questions. Mailing address: Annual Catholic Appeal, PO Box 14964, Seattle 98114 **Thank you!**

### **PARISH UPDATES**

**Please remember to send us the information on de-ceased parishioners as soon as you are made aware so we can update their record.** Email them to [parishupdates@seattlearch.org](mailto:parishupdates@seattlearch.org) or call 206-748-7999.

### **Contact Us!**

We are here to serve and help you – call us if you need assistance:

Maggie Stiles: 206-382-4274 Monica Lewis: 206-382-4353  
or Toll Free: 800-809-4921

### **PARISH FINANCIAL SERVICES**

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# A Minute for **Safety**

## Volume 8 • Number 2

Arthur J. Gallagher & Co.  
Commercial Lines

**A Minute for Safety** is published by Arthur J. Gallagher & Co., in Itasca, Illinois. The information contained in this newsletter was obtained from sources that to the best of the writers' knowledge are authentic and reliable.

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### Back Injuries – Get Your Workers Back in Control

Jokes about nagging back pain may get standup comedians lots of laughs, but back strains and sprains are not funny at all, nor should they be an unavoidable curse to anyone.

The cost of back injuries suffered in California's workplaces last year added up to millions of dollars. Those disabling back injuries were no laughing matter for the workers who lost time from work and their personal activities. The sad truth is that most of the pain and lost time could have been prevented if workers had been made more aware of how their backs function and how to safely lift bulky or heavy loads.

The back is a complex network of fragile ligaments, discs and muscles which can easily be thrown out of alignment. The back's design breaks down when it is forced to perform activities it was not designed to do.

One sure way to injure the back is to lift heavy or bulky loads improperly or unassisted. The unsupported back cannot operate like a derrick or a crane boom. Lifting with a twisted or bent back is an invitation for a pulled muscle or ruptured disc. The back can be damaged quickly but can take a long time to heal. Workers should be encouraged to do their lifting with good sense and a little extra help from a co-worker or mechanical aid.

Proper lifting techniques can prevent injuries. Workers should be taught to squat over the item to be lifted, and face it squarely. In this position, the back gets added lifting strength and power from the legs and arms. Teach workers to tilt the item on edge with its long axis straight up so the center of the weight is as high as possible above the ground. Next, the worker should move up close to the item, because the backbone must act as a supporting column, and it takes the least strain when close to the object. Still squatting, the feet should be set with legs pointed right at the load, with the back straightened, the worker may then grasp the load with both arms and slowly stand up with it.

A good way to train workers to lift correctly is by practicing lifting correctly with light loads. They will notice that the correct way to lift is the easiest way to lift the load, with the least strain on the back. Lifting the wrong way will, over time, cause injury and pain and then no one will be laughing.



# ARCHDIOCESE OF SEATTLE MASS FOR THE SPECIAL NEEDS COMMUNITY

*All Are Welcome!*

*Archbishop J. Peter Sartain  
invites us all to celebrate a  
Mass for our special needs  
community, including  
families, friends and our  
faith communities.*



**September 5, 2015 [10:00am]**

**St. James Cathedral - Seattle**

*Reception to follow in the Isaac Orr Conference Room,  
910 Marion St., Seattle, WA 98104*

Archdiocese of Seattle – Special Needs Ministry  
For more information, contact Erica Cohen Moore  
206-382-4852 | [ericac@seattlearch.org](mailto:ericac@seattlearch.org) |  
[www.seattlearchdiocese.org/sn](http://www.seattlearchdiocese.org/sn) | [Facebook.com/seattlespecialneedsministry](https://www.facebook.com/seattlespecialneedsministry)