



ST CLARE
of Assisi
CATHOLIC CHURCH

YEAR END PARISH CERTIFICATION LETTER
Annual Report of Fiscal Year 2018-2019

Date: September 26, 2019

Bishop Konzen,

As pastor of St. Clare of Assisi Catholic Church, it is my responsibility each year to render an account to the faithful concerning the management of the temporal goods of the Church, including the financial support offered by the faithful, and to submit this report to you. I am assisted in my duty by my Finance Council and my administrative staff.

In submitting this report, each of the undersigned affirms to the best of our knowledge:

- The financial reports accurately reflect the financial condition of the parish.
- Parish financial statements were reviewed and approved.
- All federal and state payroll taxes were paid to our payroll services provider.
- The accounts payable vendors were reviewed to ensure proper classification. Shared Accounting Services, our accounting firm, is responsible for taxability and compliance with IRS regulations, and the issuance and filing of the appropriate 1099 forms.
- All non-exempt real property taxes were paid.
- To the best of our knowledge, all of our activities are religious, educational, or charitable.
- None of us know of any credible reports which have not been reported to the Archbishop or his staff, of financial fraud, abuse or misappropriation.
- No one of the individuals named and signing below, nor any member of their families, has engaged in any activity with the parish from which we could personally benefit and be considered a conflict of interest without fully disclosing the conflict to the pastor and Finance Council.

Sincerely Yours in Christ,

Signature on file

Rev. Mark Starr
Pastor

9/26/2019
Date

Signature on file

Charlotte Kindler
Parish Business Manager
or Bookkeeper

9/26/2019
Date



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Signatures on file

Linda Hill _____
 Please Print Name

Jim Hourigan _____
 Please Print Name

Jim Brunk _____
 Please Print Name

Michelle Knowles _____
 Please Print Name

Deb Green Debbie green
 Please Print Name

Vince Belli Vincent BELLi
 Please Print Name

Norb Missler NORBERT MISSLER
 Please Print Name

Karl Von Hagel Karl Von Hagel
 Please Print Name

Dates of the Finance Council Meetings

- | | |
|----------------------------|--------------------------------|
| Date #1 July 9, 2018 | Date #7 January 28, 2019 _____ |
| Date #2 August 13, 2018 | Date #8 March 4, 2019 _____ |
| Date #3 September 17, 2018 | Date #9 April 8, 2019 _____ |
| Date #4 October 8, 2018 | Date #10 May 13, 2019 _____ |
| Date #5 November 12, 2018 | Date #11 June 10, 2019 _____ |
| Date #6 December 10, 2018 | |