



**STCLARE**  
*of Assisi*  
CATHOLIC CHURCH

**St. Clare of Assisi Catholic Church**

**YEAR END PARISH CERTIFICATION LETTER**  
For Fiscal Year 2023-2024

Date: August 28, 2024

Archbishop Hartmayer,

As pastor of St. Clare 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.
- The accounts payable vendors were reviewed to ensure proper classification as to taxability and compliance with IRS regulations, and the issuance and filing of the appropriate 1099 forms.
- All non-exempt real property taxes were paid.
- All of our activities are religious, educational, or charitable, except as noted here:  
N/A
- None of us know of any credible reports of possible fraudulent or dishonest conduct, which has not been reported to the Archbishop or his staff.
- None 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**

Pastor- Fr. Timothy Nadolski

8/28/24

Date

**Signature on File**

Parish Treasurer- George Green

8/28/24

Date

**Signature on File**

Business Manager or Bookkeeper- Jessica Mirth

8/28/24

Date

# St. Clare of Assisi Catholic Church

## YEAR END PARISH CERTIFICATION LETTER

For of Fiscal Year 2023-20243

Signature on File

Finance Council Member #1

Jim Hourigan

Please Print Name

Signature on File

Finance Council Member #2

Michael Knowles

Please Print Name

Signature on File

Finance Council Member #3

Stephen Sprague

Please Print Name

### Dates of the Finance Council Meetings

Date #1 October 18, 2023

Date #2 January 24, 2024

Date #3 April 24, 2024

Date #4 May 30, 2024

Date #5 August 28, 2024