



Saint Theresa Catholic Church

St. Theresa of the Child Jesus **YEAR END PARISH CERTIFICATION LETTER** Annual Report of Fiscal Year 2018-2019

Date: September 18, 2019

Bishop Konzen,

As pastor of *St. Theresa of the Child Jesus* 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.
- 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.

Signature on file

Rev. Fr. Joseph Shaute

Pastor

9/18/2019
Date

Signature on file

Sue Kauffman

Business Manager

9/18/2019
Date

St. Theresa of the Child Jesus

YEAR END PARISH CERTIFICATION LETTER

Annual Report of Fiscal Year 2018-2019

Signatures on file

Carl George

Bob Dufour

Please Print Name

Carl George

Please Print Name

Tom Warren

TOM WARREN

Please Print Name

Dave Mills

Please Print Name

Hector Melara

Please Print Name

Joh

John Foran

Please Print Name

Add Additional Members as Needed

Dates of the Finance Council Meetings

Date #1	<u>August 8, 2018</u>	Date #7	_____
Date #2	<u>September 19, 2018</u>	Date #8	_____
Date #3	November <u>28, 2018</u>	Date #9	_____
Date #4	<u>January 16, 2019</u>	Date #10	_____
Date #5	March <u>27, 2019</u>	Date #11	_____
Date #6	<u>May 15, 2019</u>	Date #12	_____