

Funny you should ask...

*Newsletter from Parish & School Financial Consulting, Archdiocese of Milwaukee
March 5, 2018 --- volume 7, issue 1*

This newsletter is sent electronically to parish and school directors of administrative services, business managers and bookkeepers. If you have suggestions for topics, please [let us know](#).

[Click here](#) to view the *Funny you should ask...* page on our website.

Featured Topics:

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Staffing Change

Andy Dunn left the Office for Parish and School Financial Consulting on January 15. We wish him all the best in his new endeavors.

Moving Funds from Restricted to Unrestricted

If a parish has an endowment or other type of restricted fund that allows a portion of it to be transferred over to parish operations (respecting the nature of the restrictions), then that transfer of funds needs to be reflected in the parish accounts. It should show as income to the parish's operating budget. Any expenditures of those funds should be recorded as expenses. These restricted funds become another source of operating income once the transfer takes place.

St. Raphael Health Plan Open Enrollment

Open Enrollment begins April 16, 2018 and ends May 18, 2018. Mandi Bottomley will communicate the necessary information to you closer to the start of OE.

Showing Copyrighted Films in a Parish Setting

By Anton Nickolai, Archdiocese of Milwaukee Legal Counsel

[Here is a good guide for showing copyrighted films in a parish setting.](#) This is not an official resource, but it is well-written, and linked to by other diocesan websites.

Somewhat surprisingly, there is not a copyright exception for churches or other non-profit organizations, even if the entity is not charging admission to the film showing. Note how narrow the education exception is; it doesn't offer much help to parishes.

The safest route to avoid potential legal hang-ups would be to obtain a license before showing a copyrighted film. For one-time licenses, Swank Motion Pictures (for studios other than 21st Century Fox) and Criterion Pictures (for 21st Century Fox Films, although this could change in the future with the announced Disney acquisition of the film and television division of 21st Century Fox) are the best bets. For more regular uses, Church Video Licensing offers licensing packages.

The next question that I am typically asked is how likely it is that a parish would be caught for showing a copyrighted film without first acquiring a license. I understand that this happens a lot, both knowingly and unknowingly, and that many entities do not get caught. However, I don't think this would be a good justification for engaging in such a practice. Fines for copyright violations can be very expensive and the fining process can be very time-consuming and intimidating. As such, I would advise all parishes to take the appropriate steps to comply with the requirements of copyright law when showing films for parish functions.

Please note that not all films are under copyright. Many older films exist in what is known as the "public domain". These films can be shown freely by anybody without a license.

Good Friday/Holy Land Collection

The Good Friday collection for the Holy Land should be submitted on a single check and not combined with other items. 100% of these donations are transferred to the Commissariat of the Holy Land.

Checks should be made payable to and mailed to:

Archdiocese of Milwaukee
ATTN: Kim Kasten
PO Box 070912
Milwaukee, WI 53207-0912

CRS Rice Bowl Collection

This collection should be submitted on a single check and not combined with other items.

Checks should be made payable to and mailed to:

Archdiocese of Milwaukee
ATTN: Social Justice Ministry
PO Box 070912
Milwaukee, WI 53207-0912.

Be sure to note "CRS Rice Bowl" on the check or check stub, AND indicate if you are submitting 75% or 100% of the alms. Along with your donation, please complete and submit the [25% Designation Form](#). Contact [Rob Shelledy](#) at 414-758-2286 with any questions.

Alternative Natural Gas Supplier

It has come to our attention that in the past few months a natural gas supplier, WoodRiver Energy, LLC, has approached several parishes and schools in the Archdiocese of Milwaukee marketing their services as an alternative supplier of natural gas. This company is not promoted or endorsed by the Archdiocese of Milwaukee. According to WE Energies, this company is not an approved marketer of natural gas to WE Energies customers and they are not able to distribute natural gas using the WE Energies infrastructure without becoming an approved marketer. WE Energies lists approved natural gas marketers on their website (<https://www.we-energies.com/business/natgas/marketerlist.htm>) and WoodRiver Energy, LLC is not currently listed. WE Energies has informed us that if a customer changes suppliers of natural gas to one of the approved marketers, the customer will continue to be billed by WE Energies for use of the pipe and meter infrastructure servicing the end user. This is in addition to receiving a bill from the alternate gas supplier. We recommend continuing to work with WE Energies for your gas and electricity needs. If your organization is approached to switch energy providers, the Parish and School Financial Consulting Office is available to assist in the decision making process.

Protected Self-Insurance Data Forms

Data forms for the workers compensation coverage will be emailed to you later this month. The due date is April 20, 2018. Please watch for [the form](#) and return it prior to the deadline.

Clergy Compensation Data

Clergy compensation data will be emailed/mailed to priests in the next couple of weeks. Please request a copy of the information from the priest(s) at your location. If you are unable to locate a copy, you may request one from the office of Parish Financial Consulting (parishfinance@archmil.org).

BAAM Schedule

Unless otherwise noted, BAAM meetings are held at Our Lady of Lourdes parish (3722 S. 58th St., Milwaukee).

2018

3/21/2018

4/18/2018 – BAAM Retreat

5/16/2018

Building Commission Schedule

Building Commission attendance by appointment only; contact [Linda King](#) at 414-769-3340.

2018

April 12

June 14

August 9

October 11

December 6

Catholic Mutual Connection

[Click here](#) for the most recent Catholic Mutual Connection newsletter and other information from the Catholic Mutual website.

The Quarter Ahead

March 2018

- 1st – Third payment due on current year assessment
- 7th – First Session of the New Business Administrators Institute
- 21st – BAAM meeting
- 31st – Quarter End

April 2018

- 12th - Building Commission Meeting. Attendance by appointment only. Contact [Linda King](#) (414-769-3340)
- 15th – Present budget to Finance Council for discussion and recommendation for approval
- 16th – Health Insurance Open Enrollment begins
- 18th – BAAM retreat
- 20th - Participants' Protected Self-Insurance [data forms](#) due
- 30th – Form 941 (Quarterly Payroll Reporting) due to IRS for quarter ended 3/31
- Lay pension reports for Jan-Mar (1Q) mailed

May 2018

- 15th – Submit deficit budget to Archdiocese for review (parishfinance@archmil.org)
- 16th – BAAM meeting
- Finance Committee to present balanced budget to Parish Council for review
- Priest assignments announced
- Lay pension information and payment for 1Q calendar year due

June 2018

- 1st – Final payments for assessment and priest pension due for this fiscal year
- 14th - Building Commission Meeting. Attendance by appointment only. Contact [Linda King](#) (414-769-3340)
- 15th – Priest compensation form due to employer
- 15th – Submit balanced budgets to Archdiocese for review
- 30th – Fiscal Year Ends

Excel Tip

Excel allows you to copy data from the cell above the current cell using two shortcuts: Ctrl+" (quote mark) and Ctrl+' (apostrophe). For example, enter the number 12345 in cell A4. Move to cell A5 and press Ctrl+" and 12345 appears in cell A5. Go to cell A6, type ABC and press Ctrl+"; you end up with ABC12345 in the cell. Ctrl+" retains the formatting (numeric values, including dates and times) of whatever is being copied, but Ctrl+' does not. For example, if cell A5 contains the formatted value 12.34% and you position the cursor in cell A6 and press Ctrl+", your result is 12.34%. If you use Ctrl+' your result is 0.1234. Give them a whirl!

For more tips, try *ExcelTips*, a free, third party, email newsletter containing lots of tips on using Excel. To subscribe or just check it out, click this link: <http://www.tips.net/subservices.html>

Do you need an Excel tip or have one to share? [Let us know!](#)

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