

## **Funny you should ask...**

*Newsletter from Parish & School Financial Services, Archdiocese of Milwaukee  
March 5, 2015 --- volume 4, issue 1*

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

[Click here](#) to view all issues of *Funny you should ask...* **Please note: you must be logged in on the [archmil.org](#) website** to access *Funny you should ask...* issues.

### **Featured Topics:**

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**Turning 65? Here's What You Need to Know for Health Insurance**

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### **Tax Deductible Mass Stipends**

Can Mass Stipends be tax-deductible? The answer is No... and Yes.

Money given directly to a priest for Mass Stipends is not deductible.

The same money given to a Parish for Mass Stipends is most likely fully deductible for the donor. Parishes must track Mass Stipends, made to the Parish, as they would any other donation. Such stipends should be included in year-end parishioner contribution statements.

Please contact Katie if you have any questions, 414-769-3377 or [esterlek@archmil.org](mailto:esterlek@archmil.org)

### **Turning 65? Here's What You Need to Know for Health Insurance**

The most commonly asked question I hear is, "I am turning 65 soon, what do I need to do?" Here are some helpful tips that you can share with your employees.

If you are turning 65, at a minimum you will want to sign up for Medicare Part A. Part A is at no additional cost and signing up for it gets you into the Medicare system which will make your transition to full Medicare easier in the future. Failure to sign up for Part A upon turning 65, even if you remain employed, **may** subject you to a penalty later.

If you are currently enrolled in the employer group plan, and plan to stay on it, there is nothing you need to do. You can stay on your employer plan until you retire.

However, it might be beneficial for you to research your options for Medicare. If you are thinking of going on full Medicare with either an Advantage or Supplement Plan you will want to speak to a Medicare Specialist and research your different options based on your healthcare needs. Please keep in mind that Supplement Plans have a premium. Advantage plans have little to no premium and include your hospital, physician and, in most plans prescription drug coverage.

If you decide to go on full Medicare with either an Advantage Plan or Supplement Plan, you will NOT want to stay on your employer plan. You will be paying premiums for Medicare and for the employer plan and it will not give you any added benefit.

To enroll in a Medicare Advantage or Supplement plan you will also need to sign up for Medicare Part B. A Medicare Specialist can assist you with this process. Currently the Part B premium is around \$105 a month and will be billed to you quarterly or deducted from your Social Security check if you are receiving Social Security.

Here is a link for you to view a short webinar that will help you learn more about your choices.  
<http://www.archmil.org/offices/hr/Medicare-in-a-Nutshell.htm>

Deanna Foley, Benefit Administrator, St. Raphael Health Plan, [foleyd@archmil.org](mailto:foleyd@archmil.org)

## Office and School Supply Vendors

Special pricing is available with a few vendors for office and school supplies. If you would like to check out any of these vendors, their contact information is listed below.

### Catholic Purchasing Services

Register on their website: <http://www.ecinteractiveplus.com/6183>

### Complete Office of Wisconsin (formerly Bubrick's)

Contact: Kevin Dillon at 262-255-8081

### Quill

Contact: Candace Cicchini at (800) 789-7020, ext. 1227

### Quill (geared for schools)

Contact: Michael Faugust at (800) 789-7020, ext. 1448

### Staples

Contact: Scott Green [AndrewScott.Green@Staples.com](mailto:AndrewScott.Green@Staples.com) or (708) 945-7551

## BAAM Schedule

BAAM meetings are held at Our Lady of Lourdes parish.

### 2015

March 18

April 15 (retreat at Clare Hall)

May 20

## Building Commission Schedule

Building Commission attendance by appointment only; contact Linda King at 414-769-3340.

### 2015

April 9

June 11

August 13

October 8  
December 10

## The Quarter Ahead

### March 2015

- 1<sup>st</sup> – Third payment due on current year assessment
- 18<sup>th</sup> – BAAM meeting (Our Lady of Lourdes)
- 31<sup>st</sup> – Tax Exemption Reports due to your taxing authority with copy to Finance Office
- (even numbered years only)
- 31<sup>st</sup> – Quarter End

### April 2015

- 5<sup>th</sup> - Participants' Protected Self-Insurance data forms due
- 9<sup>th</sup> - Building Commission Meeting. Attendance by appointment only. Contact [Linda King](#) (414-769-3340)
- 15<sup>th</sup> – Present budget to Parish Council for discussion and approval
- 15<sup>th</sup> – BAAM retreat
- 30<sup>th</sup> – Form 941 (Quarterly Payroll Reporting) due to IRS for quarter ended 3/31
- Lay pension and group life reports for Jan-Mar (1Q) mailed

### May 2015

- 15<sup>th</sup> – Submit deficit budget to Archdiocese for review
- 20<sup>th</sup> – BAAM meeting (Our Lady of Lourdes)
- Finance Committee to present balanced budget to Parish Council for review
- Health Insurance Open Enrollment information sent out in early May
- Priest assignments announced
- Lay pension and group life information and payment for 1Q calendar year due

### June 2015

- 1<sup>st</sup> – Final payments for assessment, property and liability insurance, priest pension due for fiscal year
- 5<sup>th</sup> – Health Insurance Open Enrollment closes (approximate date)
- 11<sup>th</sup> - Building Commission Meeting. Attendance by appointment only. Contact [Linda King](#) (414-769-3340)
- 15<sup>th</sup> – Priest compensation form due to employer
- 15<sup>th</sup> – Submit balanced budgets to Archdiocese for review
- 30<sup>th</sup> – Fiscal Year Ends

## Excel Tip

To quickly total a row of numbers, highlight the figures, plus the empty cell below it and press ALT + (use the += key on the keyboard, not the plus sign at the calculator pad). This will insert the total into the blank cell that you highlighted.

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!](#)

## Contact Us

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