



# Parishes And Curia Together

PARISH & CURIA INTEGRATION NEWSLETTER

Volume 9, Issue 7, July 2024

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## Calendar Dates to Note:

- 7/04 Curia Offices Closed for Independence Day
- 7/31 Status Animarum due

## To Do List

- Status Animarum due July 31
- Prepare QuickBooks for Balance Review
- Complete Budget for 24-25 due July 31

## Training with Parish Support:

Parish Support offers classes for Parish Helper Online, Servant Keeper, Sacraments, and QuickBooks. Classes are held monthly at the Rigali Center. Click the link below to see class offerings, dates and registration.

[Click here for Parish Support Training Class offerings, dates, and registration](#)

## Introducing Parish and Curia Integration

Please notice our new header and footer as our office transitions to our new roles. This is the first of several changes to happen. Please sign up and come to the Curia Connections meetings in July to find out more exciting details. [Click here](#) to register for the meeting.

# Parish Contacts

Please update contact information in Parish Helper OnLine for all Secretaries, Bookkeepers, and Business managers. Verify all email addresses and phone numbers are correct and include a cell phone number. See pages 11-18 of the Parish Helper User Manual for detailed instructions. The User Manual is under the Help menu in PHOL. It is important to keep this information up to date. This information is pulled to email out important updates and information to perform your ministry in the best way possible.



## Curia Connections



**Attention Parish Staff: It's time to register for one of the July Curia Connections Gatherings!**

**RSVP at <https://www.surveymonkey.com/r/CuriaConnect-July>**



### Northern Vicariate

*Tuesday, July 9*

*Holy Spirit Parish*

3130 Parkwood Ln, Maryland Heights, MO 63043

Doors Open 8:30AM  
Meeting Begins at 9AM and ends by Noon

Contact: Cara Koen 314-792-6510  
carakoen@archstl.org

### Southern Vicariate

*Wednesday, July 10*

*Our Lady School - Festus*

1599 St. Mary's Lane, Festus, MO 63028

Doors Open 8:30AM  
Meeting Begins at 9AM and ends by Noon

Contact: Joyce Mard 314-792-6531  
joycemard@archstl.org

### Western Vicariate

*Thursday, July 11*

*The Care Service at Sts. Joachim and Ann*

4116 McClay Rd, St Peters, MO 63304

8:00am Mass at Sts. Joachim & Ann - Doors Open after Mass  
Meeting Begins at 9AM and ends by Noon

Contact: Laura Voegelle 314-792-6451  
LVoegelle@archstl.org

Every parish is encouraged to send at least one attendee. Everyone is welcome. Register online by clicking [Survey Monkey](#).

[Click here](#) for the agenda for the July Curia Connections meetings. If you have any questions, please contact your Vicariate Coordinator. Their names and contact information are listed above.

## Fiscal Yearend News

The Status Animarum is turned on in Parish Helper OnLine on July 1st and is due by July 31st.. Don't forget to send your dot map information to John Schwob when completing your information for the Status Animarum.

The Monthly Administrative and Financial Checklist for Parishes and other information are on the Parish Support Fiscal Year End Financial Documentation webpage. Verify all needed tasks are completed by following the Monthly Administrative and Financial Checklist for Parishes on the Parish Support website or by [clicking here](#).



Yearend financial reviews are scheduled to start on August 15th. More details will be forthcoming in the August PACT.

This year, the Internal Audit Questionnaire is not needed. If you have any questions or need assistance with the Status Animarum, please contact Parish and Curia Integration.

## Tithing for the Poor Sunsetting June 30th

We want to thank all the parishes for their faithful generosity to the **Tithing for the Poor** collection. Unfortunately, over the years, participating parishes have dwindled. This situation was brought to the Presbyteral Council, and it was unanimously approved to sunset the program at the end of this fiscal year: June 30<sup>th</sup>, 2024. We hope that parishes continue to “tithe” to needy parishes, Archdiocesan ministries, and neighborhood needs; as Catholics, this is what we do! Though your tithing will no longer be funneled through the Archdiocese, please continue to care for the needs of those among us.

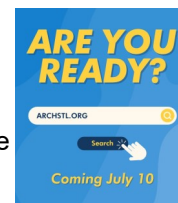
## OnLine Sacrament Recording

Recently, many parishes received an email from Flocknotes presenting their new sacrament recording tool. In the Archdiocese of St. Louis, all sacraments occurring in a parish’s territorial area are to be recorded in the sacramental register for the territorial parish where the sacrament occurred and entered into that parish’s Parish Helper OnLine. Parish Helper Online is used to produce sacramental certificates and to send notifications to parishes. A paper copy of the notifications should also be sent to the parish of Baptism. Parish Helper OnLine was created and is maintained by the Archdiocese of St. Louis for the recording of sacraments. Flocknotes has only been vetted by the Archdiocese for communications. It has not been vetted for sacrament recording, contribution listing, or for the tracking of parishioners.



## New Archdiocesan Website

The Archdiocese will reveal their new website on July 10th. The new website will have a complete modern interface with a seamless user experience and include an AI chatbox. Make sure to check out the new website.



## Missionary Plan of Cooperation

Missionary Plan of Cooperation is set by a date determined by the pastor in collaboration with the assigned Missionary Group. The appeal is scheduled between May and September. These checks are to be made out to the parish and forwarded to the Archdiocesan Finance Office, made out to the correct account and balance by Net Teller within 30 days of the date.

### PARISH & CURIA INTEGRATION

[archstl.org/parish-accounting-services/parish-support](http://archstl.org/parish-accounting-services/parish-support)

*Parish and Curia Integration serves both parishes and Curia. We serve St. Louis pastors, parish staff, Curia members, volunteers, USCCB and parishes outside of the diocese. It is our mission to provide training and support. We either have the answer, will get the answer, or refer you to someone who can assist. We are here to help.*

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