



October 2018

To: All Parish Treasurers

Dear Friends in Christ:

We are pleased to enclose financial information to help in your 2019 budget planning and 2019 payroll preparation. These are rather lengthy documents and may take some time for you to review. We have tried to make our communications as clear as possible which we hope you'll find helpful as you work through your budget planning process. Please note that these documents can also be found on our website www.diocesewma.org, click on the Parish and Clergy Resources Tab and you'll find the information in the Parish Treasurer's Resources section.

If you have questions, please feel free to contact any member of the Financial Services team. Susan Olbon can be reached at ext 120 or via email at solbon@diocesewma.org or me, Steve Abdow at ext. 121 or via email at sabdow@diocesewma.org. We can be reached toll-free in Massachusetts at 1-800-332-8513.

Thank you for taking the time to review this information. It has been a great pleasure working with you during the year and we look forward to another year of providing assistance in support of your lay ministry and in support of the mission and ministry of every congregation in the diocese.

Faithfully yours in Christ,

Steven P. Abdow
Canon for Mission Resources

Enclosures:

- 2019 Parish Summary of Budgetary Items
- 2019 Assessments – Parish Support for Common Ministry
- 2019 Central Payroll Information and Authorization Forms
- 2019 Schedule of Payroll Run Dates
- 2019 Clergy and Lay Employee Salary Ranges
- 2019 Church Pension Fund Assessment worksheets