

Diocesan Administration

The Diocese does not bring people to Christ; parishes do.

Diocesan Mission

**Trusting in the Holy Spirit and
nourished by the Eucharist, we,
the faithful of the Diocese of
Saginaw, are companions on the
journey to share the love of Jesus
Christ.**

Diocesan Vision

The Diocese of Saginaw-its clergy, religious and lay faithful-exists in order to live and share the Gospel of Jesus by words, deeds, and Christian joy, inviting all into a lifetime of missionary discipleship so that all are transformed in Christ.

Bishop

Parish Life

- People focus
- Strong, vibrant parishes
- Worship, Praise, Discipleship

Diocesan Life

- Parish focus
- Propagate Best Practices
- Regulatory Compliance

Role of the Diocese is to support our parishes

- Administrative assistance
 - Priest support (compensation manual, retirement, conference)
 - Structure of Councils, Committees, Commissions
 - Best Practices (Finance, Liturgy, Human Resources, Education)
 - Michigan Catholic Conference
- Research
 - Religious Education Materials
 - Regulatory Compliance
 - Technology
- Teach
 - Speakers
 - Conferences
 - Lay Ministry
 - Diaconate Program
 - Parish Outreach

Diocesan Finances

Income Sources:

Catholic Services Appeal	50%
Temporarily Restricted Donations	18%
Rental and Services Charged	12%
Unrestricted Donations	11%
Insurance Reimbursements	4%
Miscellaneous Other	3%
Interest and Dividends	2%

Catholic Services Appeal

Goal for each parish based on:

Median Family Income by Zip Code per the US
Census Bureau

Average number of Envelope Holders from the
prior calendar year

Diocesan Expenses

- Labor and related benefits 52%
- Building and Furnishings 13%
- Professional Services 11%
- Donations 9%
- Conference/Presentation Expense 5%
- Utilities 3%
- Travel 3%
- Supplies 2%
- Misc Other 2%

Parish Outreach

Any Diocesan staff member will work with a parish if needed or requested.

The Diocese has several staff members that regularly interface with the parishes.

Parish Outreach

Bishop's Staff:

Mary Beth Curtiss – **Administrative Liaison**

Fr. Bill Rutkowski – **Vicar General**

Sr. Mary Judith O'Brien – **Chancellor**

Debbie Bierlein – **Chief Financial Officer**

Mary Piechowiak – **Administrative Assistant**

Parish Outreach Finance

Parish Finance Liaison – Tracy Albrecht

At least annually visits each parish to review their financial records and practices. Will visit more frequently if needed or a request is made by a parishioner, pastor or business manager/bookkeeper

Parish Outreach Finance (cont)

Technology Coordinator/Parish Advisor – Dave Platko

Assists the parish with any Shelby accounting software issues as they arise

Collects the parish annual back up and year end reports

Trains new business managers or bookkeepers to use the Shelby system

Assists the best practices teams with design and presentation

Parish Outreach Finance (cont)

Diocesan Controller – Melissa Seeger

Payroll/Paycor implementation and specialist

ACA Compliance Coordinator

Accounts Payable – Josie Mendoza

Accounts Payable assistance

CSA Accounting – Lynn Baerwolf

CSA Posting and Parishioner accounting

Parish Outreach (cont)

- **Buildings and Facilities** – Tim Muter
- **Christian Service** – Terri Grierson
 - Marriage and Family – Linda Milco
 - Respect Life – Lori Becker
 - Hispanic Ministry – Sabrina Costilla
- **Development** – Debra Gunn
- **Communications** – Erin Looby
- **Faith Magazine** – Erin Looby
- **Child Protection** – Janet Fulgenzi

Parish Outreach (cont)

- **Formation** – Dr Dan Osborn
 - Faith Formation – Peg McEvoy
 - Lay Ministry – Kellie Deming
 - Youth Ministry – Mark Graveline
 - Permanent Diaconate – Dr Dan Osborn
- **Liturgy** – Fr Jim Bessert
- **Stewardship** – Geri Rudolf
- **Tribunal** – Fr Bob DeLand
- **Human Resources** – Connie Huiskens Wojda
- **Missions** – Sr Margo Tafoya
- **Catholic Schools** – Mary Ann Deschaine
- **Center for Ministry** – Stephanie Flynn

Ministry Opportunities

- Cemeteries – Parish and Diocesan
- Pastoral Administration Compensation Committee
- Diocesan Councils and Committees
 - Finance
 - Investment
 - Building
 - Christian Service
 - Worship