



The OAS Messenger

March 2007

Fiscal Management and Discipleship Conference

Thursday May 3, 2007

Keynote address by Archbishop Buechlein on **St. Theodora Guérin and Servant of God Simon Bruté—Models of Good Fiscal Management**

Workshop Sessions include:

- o Legacy for Our Mission Follow up Strategies
- o Hot Buttons in Financial Management
- o Electronic Giving
- o Property and Facilities Management-Protecting Your Assets
- o Charity Gaming

Many, many more.....

To obtain more information and to register on-line, visit our website at www.archindy.org/fmde or contact Jamie Reinke in the Office of Accounting Services at 317.236.1423 or jreinke@archindy.org.

Notice about One America statements

While recent One America statements show the correct total 403b deposit made on the employee's behalf, they do not separately state employee contributions and the Archdiocese employer match amounts. A notice, entitled "One America", includes details such as the periods affected and a phone number for questions. The notice is available at the Ultipro payroll website <http://payroll.archindy.info>. Interested employees are encouraged to review the notice.

Budget Guidelines

The 2007-2008 budget guidelines and supporting documents are now available at <http://www.archindy.org/budget>.

The budgets may be mailed, e-mailed or faxed and are due by June 15, 2007 to the Office of Accounting Services, Attention Sarah Harmeyer. Please also submit the signed and completed Budget Approval Form found in Appendix B. The Budget Approval Form is new for the 07-08 budgets.

If you have any questions or require assistance with budget preparation, please contact Sarah Harmeyer in the Office of Accounting Services at sharmeyer@archindy.org or call 1-800-382-9836 ext. 3376 or 317-261-3376.

Payroll Staff Update

Angela Moss has been hired as a Payroll Specialist. Angela joins Rene' Raychel and John Hansberry to complete the Archdiocese's Central Payroll staff that provides payroll services for over 6,000 employees. Angela has several years of public school payroll experience as well as an excellent track record of customer service. Her contact information is:

Angela Moss
1-800-382-9836
(317) 236-1416
(317) 592-4038 FAX
amos@archindy.org
payrollproblems@archindy.org

Not enough or too much payroll tax withheld?

Central Payroll is receiving calls from employees asking about the federal, state, or local income tax withholdings reported on their 2006 W-2. We strongly encourage employees to be proactive and review their paychecks regularly. Current and prior Archdiocese paychecks can easily be reviewed and printed online. Email Central Payroll at: payrollproblems@archindy.org to receive your user name, password, and easy to follow instructions. Don't wait until you receive your 2007 W-2 and to realize that you should have made a change to your 2007 tax withholdings!