

Date: January, 2006 Parish Council

Business Office Report Submitted to PARISH COUNCIL

Activities for December, 2005:

- Included in this packet is the December, 2005 financial report. The checking account and all D & L savings accounts with the Archdiocese of Dubuque are reconciled. At this time of the year the church income and expenses should be 50.0%. Income above 50.0% is good. Expenses under 50.0% are good.
- W-2's and 1099's have been issued. Parish support statements are being prepared and will be mailed soon.
- I am enthused to have been selected as the Business Manager for Saint Cecilia Parish. In my short time on the job. I'm impressed with the staff and the organization of the processes, procedures, and record keeping. Arlene Stacy is to be commended for her dedication and her commitment to my training and orientation to insure a smooth transition of responsibilities.

Respectfully submitted

Jerry Greving
Business Mgr.

*Parish members may obtain a copy of the financial report tables submitted with this report at the Parish Office.