

Bismarck Diocese

April 9, 2026

Parish Business Office Forum

**Parish Services, Internal Audit,
Fiscal Office**

Priest Assignments and Changes

Rev. Nick Vetter – Feb. 11, 2026

Rector - Cathedral of the Holy Spirit-Bismarck

Rev. Jarad Wolf – May 13, 2026

Pastor – St. John the Baptist-Beach, St. Mary-Golva

Chaplain – Home on the Range-Sentinel Butte

Rev. Roger Synek – June 1, 2026

Pastor – St. Patrick-Crosby, St. Luke-Noonan, St. John-Portal

Rev. Dustin Johns – June 1, 2026

Pastor – St. Anthony-New Town, St. Anthony-Mandaree

Rev. David Richter – July 1, 2026

Pastor – St. Bernard-Belfield, St. Mary-South Heart, St. Mary-Medora

Rev. Shane Campbell – July 1, 2026

Pastor – St. John the Apostle-Minot

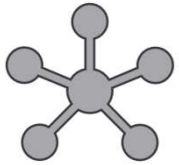
NEW PARISH BUSINESS PERSONNEL

Wendy Boehm – St. Vincent, Crown Butte

Roychelle Morsette – St. Anthony New Town & St. Anthony
Mandaree

Quinn Sauber – Stanley, Queen of the Most Holy Rosary &
Berthold, St. Ann

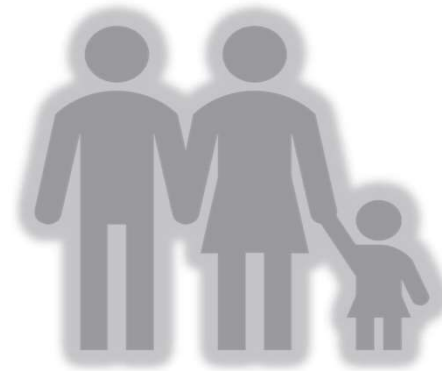
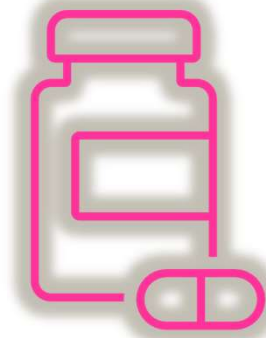
Renae Craven – Menoken, St. Hildegard & Wilton, Sacred
Heart



Benefits Update


Employee Enrollment

Diocese of Bismarck Parishes & Schools



Health Care Enrollment 2026-2027
Benefits Informational Review

Open Enrollment
April 24th thru May 11th



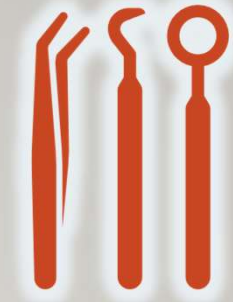
Parishes perform their annual
“12 Month Lookback” to validate
Employee actual Hours Worked
to confirm Benefits Status

April 1

**Actual hours worked could change the benefit
status of an employee for 26-27 health care
enrollment**



Health Care Dental and Vision



Business Manager Communications

- ✓ 3/4/26 Msgr. Lindemann to Pastors email-cc Bus. Mgrs.
- ✓ 3/11/26 Jessika Borr email to Bus. Mgrs
- ✓ 3/11/26 RETA Trust email to employees
- ✓ 3/17/26 Jessika Borr email to Bus. Mgrs

2026-2027 FINAL RETA RATES (6.0% INCREASE MEDICAL; 3.5% INCREASE DENTAL; AVG .5% DECREASE VISION)

	HSA/1700/ 90/70- 5000	DOB ADMIN LOAD	HSA ADD- ON	ADJ PREM	EFFECTIVE %	EPO 750/90- 4000	DOB ADMIN LOAD	ADJ PREM	EFFECTIVE %	Reta Dental Plan 2 - Employer Contributes	Reta Dental Plan 2 - Voluntary	Reta Vision Plan 2 - Employer Contributes	Reta Vision Plan 2 - Voluntary
DIOCESE/PARISHES													
TOTAL PREMIUM													
EMPLOYEE	966.10	15.00		981.10		1,064.17	15.00	1,079.17		51.32	58.19	10.36	11.73
EMPLOYEE + SPOUSE	2,125.43	15.00		2,140.43		2,341.17	15.00	2,356.17		112.91	128.04	22.78	25.80
EMPLOYEE + CHILDREN	1,594.06	15.00		1,609.06		1,755.88	15.00	1,770.88		84.68	96.03	17.07	19.33
EMPLOYEE + FAMILY	2,705.08	15.00		2,720.08		2,979.68	15.00	2,994.68		143.71	162.95	28.98	32.82
EMPLOYER COST (NO HSA-ADDON)													
EMPLOYEE	966.10	15.00	0.00	981.10	100.00%	966.10	15.00	981.10	90.78%	51.32	0.00	10.36	0.00
EMPLOYEE + SPOUSE	1,594.07	15.00	0.00	1,609.07	75.00%	1,594.07	15.00	1,609.07	68.09%	51.32	0.00	10.36	0.00
EMPLOYEE + CHILDREN	1,195.55	15.00	0.00	1,210.55	75.00%	1,195.55	15.00	1,210.55	68.09%	51.32	0.00	10.36	0.00
EMPLOYEE + FAMILY	2,028.81	15.00	0.00	2,043.81	75.00%	2,028.81	15.00	2,043.81	68.09%	51.32	0.00	10.36	0.00
EMPLOYEE COST (NO HSA-ADDON)													
EMPLOYEE	0.00	0.00	0.00	0.00	0.00%	98.07	0.00	98.07	9.22%	0.00	58.19	0.00	11.73
EMPLOYEE + SPOUSE	531.36	0.00	0.00	531.36	25.00%	747.10	0.00	747.10	31.91%	61.59	128.04	12.42	25.80
EMPLOYEE + CHILDREN	398.51	0.00	0.00	398.51	25.00%	560.33	0.00	560.33	31.91%	33.36	96.03	6.71	19.33
EMPLOYEE + FAMILY	676.27	0.00	0.00	676.27	25.00%	950.87	0.00	950.87	31.91%	92.39	162.95	18.62	32.82
SCHOOL RATES													
EMPLOYER SHARE (95% EE / 70% OTH) MAINTAIN 9.96% FED POV LEV EE CONT													
EMPLOYEE	917.80	15.00		932.80	95.00%	917.80	15.00	932.80	86.25%		0.00		0.00
EMPLOYEE + SPOUSE	1,487.80	15.00		1,502.80	70.00%	1,487.80	15.00	1,502.80	63.55%		0.00		0.00
EMPLOYEE + CHILDREN	1,115.84	15.00		1,130.84	70.00%	1,115.84	15.00	1,130.84	63.55%		0.00		0.00
EMPLOYEE + FAMILY	1,893.56	15.00		1,908.56	70.00%	1,893.56	15.00	1,908.56	63.55%		0.00		0.00
EMPLOYEE COST (5% EE / 30% OTH)													
EMPLOYEE	48.30	0.00		48.30	5.00%	146.37	0.00	146.37	13.75%		58.19		11.73
EMPLOYEE + SPOUSE	637.63	0.00		637.63	30.00%	853.37	0.00	853.37	36.45%		128.04		25.80
EMPLOYEE + CHILDREN	478.22	0.00		478.22	30.00%	640.04	0.00	640.04	36.45%		96.03		19.33
EMPLOYEE + FAMILY	811.52	0.00		811.52	30.00%	1,086.12	0.00	1,086.12	36.45%		162.95		32.82

Health Savings Accounts payment

AFTER EACH MONTH'S PAYROLL

- Parish MUST pay Health Equity by ACH after each payroll to fund employees' accounts (cannot pay by check)
- For parishes who have signed accounting services agreements the diocese makes the parish ACH payment transaction
- Remaining parishes can choose to contract with the diocese to enter Health Equity ACH payment transactions
 - Must have parish written request (email)
 - Minimal parish cost – variable by number of employees

401K Benefits Reminder



Are Any Employees becoming eligible for 401k benefits?

PARISH SEND FORM TO BRAVERA WEALTH AND COPY YOUR PAYROLL CONTACT IF:

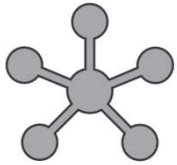
- Any employee now averaging over 20 hours per week?
- Any employee turning 21years of age?

Employees wishing to make changes must log into their personal 401k such as deferral amount or type

Remember: There are Consequences for Failure of Providing 401K Benefits

Example: Full Time Parish Employee Pay Including Paid Benefits

Annual Pay	Benefits	Total	401k Benefit	Dental & Vision	Health Insurance Benefit
\$36,000	\$17,427	\$53,427	Employee Contributes to Earn Max Benefits	Employee Paid by Employer	Elects - Employee Only
\$36,000	\$20,181	\$56,181	Employee Contributes to Earn Max Benefits	Employee Paid by Employer	Elects- Employee + Children
\$36,000	\$30,180	\$66,180	Employee Contributes to Earn Max Benefits	Employee Paid by Employer	Elects - Family



Helpful Information



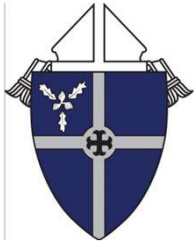
1099NEC & 1099MISC



- ✓ 1099NEC & 1099MISC threshold increases from \$600 to \$2000 for payments made in 2026 tax year
- ✓ Do not include reimbursement payment amounts
- ✓ Eliminate non-incident material cost (if possible) from payment amounts.
- ✓ Verify 1099 eligibility using W-9 box 3. Partnerships, Individual/Sole Proprietors, Single-Member LLCs are eligible to report.

Parish Project Planning (Things to Consider)

- Finance Council are advisors – utilize them
- Scope – Funding – Feasibility
- Project Size
 - Synod Appendix 26 Building Policy – (Diocese Building Committee)
 - Synod Appendix 29 Resolution Policy (Fundraising Only)
- Fundraising – Resource Mission Advancement Office
- Funding – Expansion Fund
 - Loan Policy – Suggest Reviewing – 50% on hand – 50% pledged



Synod Appendix 29 - Resolutions Process

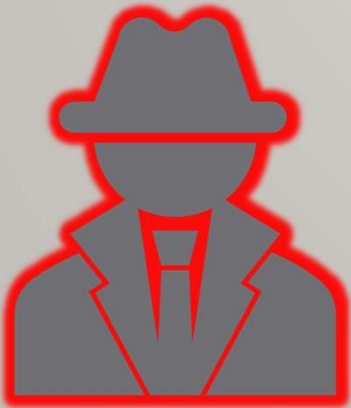
- Parish submits to Tony Chap who reviews content (suggest draft review)
 - Entity, Narrative, Funding, Funding Source (loan?), Council Minutes, Financials, Quotes/Agreements
- Laura Huber brings to Bishop (typically weekly)
- Bishop signs ok - Resolution and if necessary, destabilizes trustee funds
- Msgr. Lindemann signs ok – Review
- Return to Tony who holds – contract review with parish, obtain signed contract documents
- Upon receipt of signed documents Resolution is approved
- Tony mails original signed Resolution to parish and retains copy for diocese file

Church Security & Response Convocation December 5, 2025

Invitees: Pastors and Parochial Administrators

Presenter: Dcn Lonnie Grabowska-Director ND Bureau of
Criminal Investigation

- Explained why individuals dislike Catholic Church, the profiles of who may act appropriately, and how to prepare and respond in emergency.
- Recommendations:
 - Obtain Site Assessment Visit – ND SLIC
 - Form a Safety/Security team, establish roles, and train
 - Communicate security plan to Chancellor if parish plans to use or contract armed personnel (Convocation plus Chancellor communication 3/13/26)



Support Center

- Multiple Platforms
- System Status
- File/Check Status Support Tickets
- Release Notes
- How To Guides
- Best Practices

ParishSOFT
by Ministry Brands™

Release Notes System Status Sign in

How can we help?

Search the knowledge base...

Browse by Topic

- New Platform
- ParishSOFT Family Suite (PSFS)
- ParishSOFT Accounting (PSA)
- ParishSOFT Diocesan Products
- ParishSOFT Websites
- Online Giving Applications
- Other Products
- How to use the Support Center

Hello! 🌟
If you cannot find what you are looking for, we are here to help.

Slowness in ParishSOFT Accounting (impacting Offering in PSFS).

Incident Status Degraded Performance

Components Login, Offering/DM, Reporting

Locations ParishSoft Family Suite, ParishSoft Accounting

March 4, 2026 1:40PM EST

Time stamped

● INVESTIGATING

We are currently investigating an issue that may impact ParishSOFT Accounting and also impact the opening/closing of Batches in Offering within Family Suite. Our team is actively working to identify the root cause and determine the scope of the issue. Update in 1 hour or as soon as more information is available.

March 4, 2026 2:40PM EST

● IDENTIFIED

The issue affecting ParishSOFT Accounting (and Offering within Family Suite) has been identified. Our team is implementing corrective actions and monitoring the issue. Update in 1 hour or as more information is available; we will continue to update you as the issue is fully resolved.

March 4, 2026 3:13PM EST

● RESOLVED

The issue affecting ParishSOFT Accounting has been resolved. All systems are now operating normally. We apologize for any inconvenience and thank you for your patience.

Trustee Employer ID Number (EIN) Changes & updates



- Dcn Brent Naslund working with IRS & USCCB on trustee corporate EINs since restructuring - below list will receive new EINs. Local banks may require new checking accounts for these entities.

Alexander Trustee	New Leipzig Trustee	Ray Trustee
Huff Trustee	Makoti Trustee	Reeder Trustee
Gladstone Trustee	Marmarth Trustee	Rhame Trustee
Glenburn Trustee	Max Trustee	Rural Linton Trustee
Golva Trustee	Noonan Trustee	Sherwood Trustee
Grant County Trustee	Plaza Trustee	Stark County Trustee
Grenora Trustee	Raleigh Trustee	White Shield Trustee

- All trustee corporations are now required by IRS to identify a “Responsible Party” for the entity (which is already the case for the PJPs). IRS paperwork will be ready for pastor’s signature at Spring Clergy Conference. This will be a seamless update and will have no impact on current trustee banking or other activities.

Budgeting

Health Care

- 6% Medical,
- 3.5% Dental,
- -0.5% Vision

PBA

No input until late 2026

LTC

Anticipate similar to
2025

Property Insurance

- Appraisal/Value effects 25-26.
- Reinsurance rates softening --
- Liability and excess liability rates remain firm due to legal environment

Pastor Change

recommend contact prior
parish i.e. rectory groceries,
out of pocket medical, etc.

Investment Opportunities For Our Parish Funds

Parishioners' personal finances are like your parish's money. Parishioners' personal finances usually include money in their savings and checking accounts, money market funds (for short-term investments), and investment funds (for long-term investments).

Parishes keep approximately 90 days of operating funds in their parish checking account to pay the regular parish bills when they are due. Because most checking accounts do not pay any (or very low) interest on checking account balances, it is not healthy parish stewardship to keep more than approximately 90 days of operating funds in their parish checking accounts.

Parishes can select one of three different options for any of their parish money in excess of their parish checking account balance:

Short-term	Mid-range to Long-term	Long-term
Account name: Demand Savings Account in the Parish Expansion Fund	Account name: Parish Agency Fund in the Catholic Foundation	Account name: Parish Endowment Fund in the Catholic Foundation
Length of Investment: On demand	Length of investment: An early withdrawal penalty of 1% applies to any funds requested to be withdrawn within three years of the deposit date.	Length of investment: Principal (donations) are permanently restricted in perpetuity and cannot be distributed. Only a portion of the net earnings are available to the parish each year, per the distribution policy.
Earnings: Current interest rate, as set by the Parish Expansion Fund Board of Directors	Earnings: Varies: stock market returns	Earnings: Varies: stock market returns
Risk: None, it is guaranteed	Risk: The parish assumes the possible risk of loss in the market.	Risk: The parish assumes the possible risk of loss in the market.
How can a parish get its money? On demand, within two business days. Contact the Diocesan Fiscal Office to withdraw funds.	How can a parish get its money? Net Earnings: per the distribution policy on the signed agreement. Principal: usually within two business days, net of operating expenses.	How can a parish get its money? The annual distribution period follows the approval of the external financial statement audit by the Board of Directors which usually leads to distributions in late November or December.

For additional information, please contact:

Ron Schatz at (701) 204-7202
or rschatz@bismarckdiocese.com
Bryan Winterberg at (701) 415-0399
or bwinterberg@bismarckdiocese.com
John Fraese at (701) 204-7215
or jfraese@bismarckdiocese.com

Ron Schatz 4/6/26 email Parish Investment Opportunities

Short-term

Account name: PJP or TRUSTEE
Demand Savings Account in the Parish Expansion Fund

Length of Investment:
On demand

Earnings:
Current interest rate, as set by the Parish Expansion Fund Board of Directors

Risk:
None, it is guaranteed

How can a parish get its money?
On demand, within two business days. Contact the Diocesan Fiscal Office to withdraw funds.

Mid-range to Long-term

Account name: TRUSTEE
Parish Agency Fund in the Catholic Foundation

Length of Investment:
An early withdrawal penalty of 1% applies to any funds requested to be withdrawn within three years of the deposit date.

Earnings:
Varies: stock market returns

Risk:
The parish assumes the possible risk of loss in the market.

How can a parish get its money?
Net Earnings: per the distribution policy on the signed agreement. Principal: usually within two business days, net of operating expenses.

TO TRUSTEE

Long-term

Account name: PRINCIPAL NOT PARISH OWNED
Parish Endowment Fund in the Catholic Foundation

Length of Investment:
Principal (donations) are permanently restricted in perpetuity and cannot be distributed. Only a portion of the net earnings are available to the parish each year, per the distribution policy.

Earnings:
Varies: stock market returns

Risk:
The parish assumes the possible risk of loss in the market.

How can a parish get its money?
The annual distribution period follows the approval of the external financial statement audit by the Board of Directors which leads to distributions in November or December.

TO PJP

Gift Instructions:

Check

Please make check payable to:

Catholic Foundation of Western North Dakota

Memo line:

Church of Cathedral of the Holy Spirit,
Bismarck Parish Endowment Fund

*For donations of Stocks, Bonds, IRA distributions or
Gifts from the Harvest (crops and livestock), please
contact the Parish at 701-223-1033*

Credit Card or EFT

Online:

www.cfwnd.org

By phone:

701-223-1033

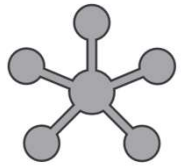
Scan to Donate:



Insert your Parish Name

Donations to Parish Endowment

**Do what you can to instruct your
donors correctly to serve their wishes
and help avoid misunderstanding.**



Reminders



OFFICES/MINISTRIES

[African Mission](#)[Catechesis and Youth](#)[Catholic Indian Mission, Fort Yates](#)[Chancery](#)[Communications](#)[Continuing Education for Clergy](#)[Dakota Catholic Action](#)[Diaconate](#)[Education](#)[Emmaus Place](#)[Family Ministry](#)[Finance](#)[Internal Auditor](#)[Mission Advancement](#)[Respect Life](#)[Safe Environment Program](#)[St. Clement Oratory of Haymarsh](#)[Tribunal and Canonical Services](#)[Vocations](#)[Worship](#)

INTERNAL AUDITOR



Cressy Aberle
 Internal Auditor
 520 N. Washington St.
 PO Box 1137
 Bismarck, ND 58502-1137
 Phone: 701-595-7459
 Fax: 222-0269
caberle@bismarckdiocese.com

The Internal Auditor assists the Bishop of Bismarck in his role as administrator of the temporal goods of the Diocese by providing independent, objective assurance and advisory services designed to promote operational efficiency and effectiveness and adherence to Diocesan policies and procedures. The auditor is responsible with supervision for review/audit of financial records and practices of both Diocesan Departments/Ministries and Parishes/Schools as assigned, to assess effectiveness of internal controls, accuracy of financial records and efficiency of operations to ensure compliance with diocesan policy and procedure and governmental reporting requirements. The auditor further provides assistance and support, as assigned, with educational sessions on financial and risk control topics including the areas of budget preparation, payroll issues, accounting, internal controls, tax and best business practices.

Resources for Parish Reviews

[Diocese Guide to Managing Temporal Goods](#)[Financial Review Checklist](#)[Financial Review Questionnaire](#)[Mass Stipend - Stole Fee Questionnaire](#)[Financial Concern Questionnaire](#)

Can use this resource for any financial concern raised by an individual to fill out and mail or email to Cressy.





OFFICES/MINISTRIES

[African Mission](#)[Catechesis and Youth](#)[Catholic Indian Mission, Fort Yates](#)

PARISH RESOURCES

Accounting and Expense Related

- [Uncashed Aged Parish Checks](#)
- [Helpful Process Forms for Parishes – Reimbursements, Mileage, Request for Payments, Vehicle Use](#)
- [Payments to the Diocese](#) ←

Payments to the Diocese

Payments to the Diocese

Bismarck Diocese

PO Box 1137 Bismarck, ND 58502

***Please do not combine these bills on the same check when making payments to the Bismarck Diocese.**

****God Share donations should not be included with other General Fund collections.**

- *Clergy / Deacon Conference/Retreat registrations*
- *Dakota Catholic Action payments*
- *Deacon Retreats*
- *Family Ministry materials/FOCCUS Scoring*
- *Hispanic Ministry Subsidy payments*
- *LTC--Long-Term Care Insurance payments*
- *Mass Stipends/Intentions*
- *Medicare Priest payments*
- *Parish Services payments*
- *ParishSOFT Acctng and Payroll Subscription payments*
- *Property Insurance premiums*
- *SEARCH registrations*
- *Substitute Clergy for diocesan clergy*
- *Youth Ministry event fees*
- **God Share donations**
- Archdiocese for Military Services
- Black and Indian Mission collection
- Campaign for Human Development collections
- Catholic Home Mission
- Disaster Relief collections
- Holy Land collections
- Peter's Pence/Holy Father collections
- Propagation of Faith/World Mission collections
- Retirement for Religious collections
- Rice Bowl collections

The Diocese of Bismarck-Trustee, Inc.

PO Box 1137 Bismarck, ND 58502

- East African Mission Collection

Parish Expansion Fund

PO Box 1175 Bismarck, ND 58502

- Loan payments
- Demand deposits

Priests' Benefit Association

PO Box 1175 Bismarck, ND 58502

- PBA dues
- Donations to PBA

Catholic Foundation of Western North Dakota

PO Box 1175 Bismarck, ND 58502

- Seminarian Burse
- Seminarian Major
- Seminarian Minor
- Agency Funds
- Endowment Funds - including Parish Endowments, Family Named Endowments, Priest Care, Catholic Schools, and Religious Education, etc.

(Catholic Charities ND collection payments should be written to Catholic Charities ND but mailed to the Diocese. The Diocese will send them to Catholic Charities ND.)

Parish and trustee Checks

February 4th email reminder - when reordering checks

- Parish PJP – Must be Green Checks
- Trustee – Must be Blue Checks

Additional reminder: Only Pastor Can Sign Blue Checks

Regional Business Manager Meetings


Parish Business Manager Groups Evolution
(St. James Group)

Some Parish Business Managers Meet Regionally

Tony Available as Resource

Mineral Leases and Revenue

2008 Bishop Zipfel memo to Pastors and Parish Administrators to send oil related communications to diocese is still current policy.



Diocese of Bismarck

THE CHANCERY
420 Raymond Street • P.O. Box 1575 • Bismarck, ND 58502-1575
Phone: 701-223-1147 • Fax: 701-223-2693 • TOLL FREE 1-877-405-7435
www.bismarckdiocese.com

MEMO TO: Pastors, School Administrators, Parish Administrators, Institutions

FROM: Most Reverend Paul A. Zipfel *PAZ*

DATE: January 14, 2008

RE: Mineral Lease Policy Communication

Recently there has been increased mineral leasing activity within the Diocese of Bismarck and surrounding areas. Many of our parishes and other affiliated organizations own real estate, including mineral interests. Some of them have recently been presented with proposed leases. It is important for you to be aware of the diocesan policy regarding mineral leases and to know the diocese has access to a consultant, highly qualified in the oil and gas mineral lease business.

It would also be helpful for the diocesan consultant to be aware of all, even inactive, mineral interests owned by parishes and other affiliated organizations.

Enclosed is the Diocesan Mineral Lease Policy and Procedure. I ask that this policy be strictly followed.

PAZ:bkh

Enclosure

Diocesan Mineral Lease Policy and Procedure

A proper lease can be of great financial benefit to the owner of the mineral interest. Leases themselves are technical legal documents. Many of the important terms and conditions of leases can be negotiated between the parties. As with many proposals, it is often possible for an experienced negotiator to obtain improved terms through the negotiation process.

It has been the past practice of our Diocese to require all parishes and affiliated institutions to direct any person inquiring about obtaining a mineral lease to the fiscal office. No negotiations are to be conducted at the local level. Fiscal will coordinate all negotiations through its qualified consultant. When finalized, the Bishop will sign all documents as corporate president of the parish or institution. All payments for the mineral leases are to be received by the fiscal office for recordkeeping and disbursed to the proper mineral owners in accordance with diocesan policy.

Please inform the diocesan fiscal office of all known mineral rights. Additionally, retention of mineral rights owned by the seller in any sale of property is highly recommended.

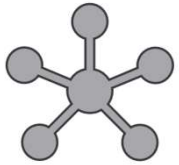


The screenshot shows the top portion of the Bismarck Diocese website. The header is dark blue with the diocese's logo on the left and the text "Bismarck Diocese" in white. To the right of the logo are social media icons for Facebook, X, and YouTube, and a search bar. Below the header is a light gray navigation bar with links for "Parishes", "Schools", "News", "Events", "Offices/Ministries", "Parish Post", "Gifting", and "Vocations". Below the navigation bar is a row of social media icons for Facebook, X, Pinterest, LinkedIn, and a plus sign. The main content area features the heading "PARISH WEBSITE ASSISTANCE" in a serif font, followed by a horizontal line and a paragraph of text.

PARISH WEBSITE ASSISTANCE

If your parish would like to create a website, [eCatholic](#), the host of this Bismarck Diocese website, provides user-friendly and low-cost websites to Catholic parishes across our diocese and the country.

While it is unfortunate that eCatholic has recently increased pricing, they have been providing basic websites at a low rate for a long time. When looking for website services parishes should find a communication platform based on needs first, then price, and whenever possible to quote and compare. The diocese will continue utilizing eCatholic as they offer traditional full-featured website and maintain a high service level at reasonable prices compared to alternatives.



Insurance

Property/Liability

Updated diocese vehicle & Safety policy

(email 2/25/2026)

The screenshot shows the top portion of the Bismarck Diocese website. The header is dark blue with the text "Safe Environment" on the left, the Bismarck Diocese logo in the center, and the text "Bismarck Diocese" to the right. Social media icons for Facebook, X, and YouTube are in the top right corner. Below the header is a light gray navigation bar with links for Home, About, Diocesan Synod, Parishes, Schools, News, Events, Offices/Ministries, Parish Post, Gifting, and Vocations. Below the navigation bar is a light gray sidebar on the left with the text "OFFICES/MINISTRIES". To the right of the sidebar is a section titled "PARISH RESOURCES" with a horizontal line below it. Social media icons for Facebook, X, Pinterest, LinkedIn, and a plus sign are located to the right of the "PARISH RESOURCES" title.

Insurance and Safety

- Outreach Ministry Questions on Potential Liability
- Media Authorization Release
- Keeping Churches both Accessible AND Secure
- How To Know if Your Parish Has Been Named As Additionally Insured
- Drivers and Vehicle Safety Policy

UPDATED DIOCESE VEHICLE & SAFETY POLICY

(EMAIL 2/25/2026)

Bismarck Diocese Vehicle Safety Policy

Driving for the diocese, parishes or schools should be for business or ministry-based purposes only and performed by approved, licensed, safe drivers operating safe vehicles. The intent of this policy is to address and limit the risk factors involved with vehicles and drivers for all entities within our diocese.

This policy distinguishes the requirements for both employee and volunteer drivers and employer owned and individually owned vehicles. As driving incidents are near the top of the list for liability and damage claims we ask you to follow this policy to best protect individuals and your parish or school.

I. ALL DRIVERS

- A. All Must be 21 years of age or older – 25 years of age if transporting others.
- B. All drivers must possess a current valid, non-probationary, driver's license for the type of vehicle to be used and have no physical disability that would impair their

UPDATED DIOCESE VEHICLE & SAFETY POLICY

(EMAIL 2/25/2026)

The policy involves certain drivers to take short video curriculums on CMG Connect

Parish Business Managers establishing their setup on CMG Connect should enter “Site Adm” as their role which will allow them to run reports and edit their parish users.

Parish Business Managers validate employees and volunteers comply and check ND Court records.

Best Practices
Video on
CMG Connect



MODERN MONEY: BEST PRACTICES FOR ACCEPTING ELECTRONIC PAYMENTS

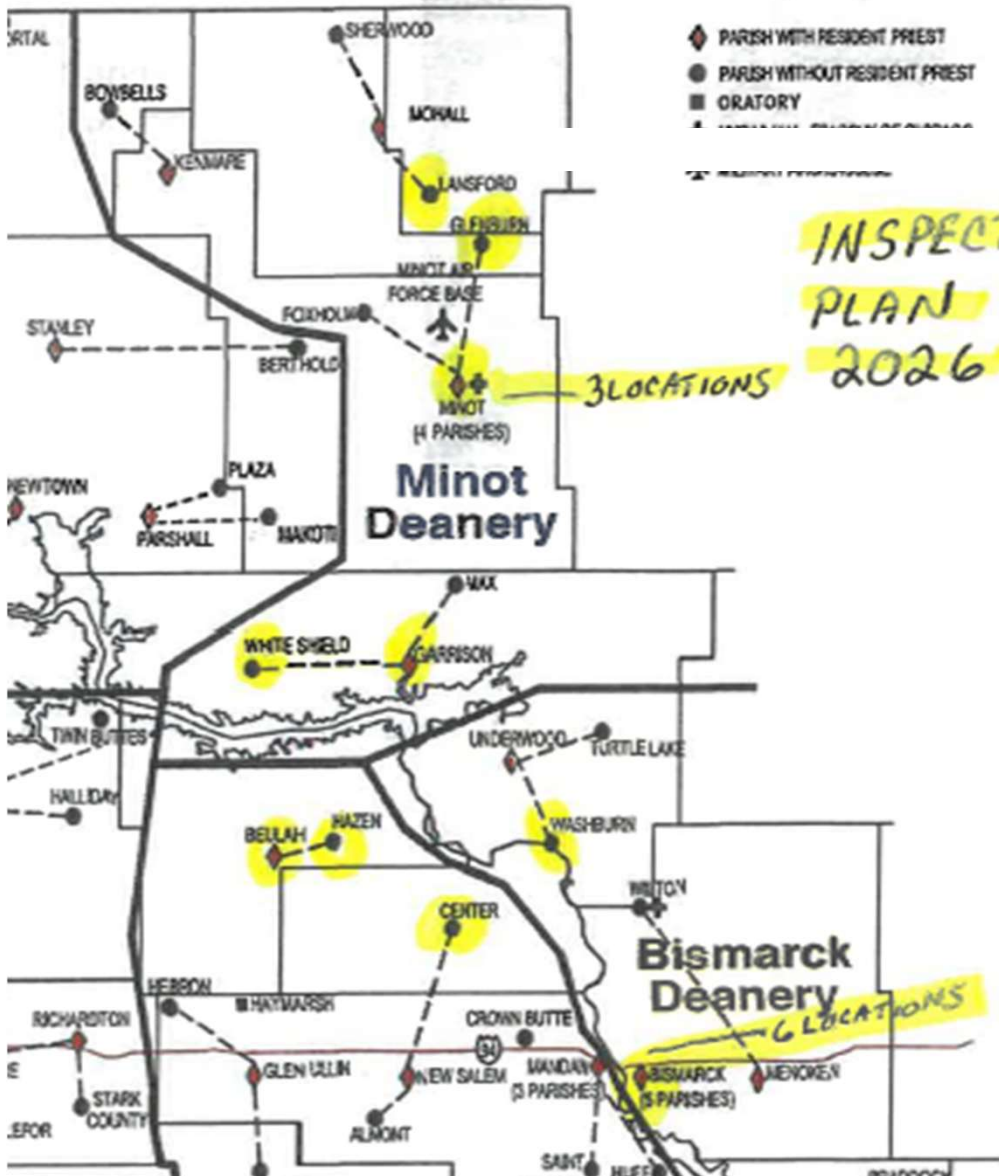
What's Included?

Technology has rapidly changed how people pay for goods and services, including how they donate to the Church or make purchases at parish activities and events. While many of the concepts of sound financial management have remained constant, this 11-minute video explores new ways to be effective stewards of parish and diocesan resources when adapting modern payment options.

This involves the need to understand how electronic payment methods work, what tools and systems are best suited to your needs, and what safeguards need to be established and monitored.

Onsite Inspections Week of June 8th

locations primarily east side of diocese



Minot Locations – Bishop Ryan, St. Therese, St. John the Apostle

Bismarck Locations – Cathedral Parish, Cathedral School, Corpus Christi, St Mary Sisters, Emmaus Place, Pastoral Center

Q & A ?



Thank
You!

TO EVERYONE at our parishes
who support the mission, both
directly and indirectly, to
bring and to help sustain the
Catholic faith in Western
North Dakota.