

Cooperative Purchasing News

Office Supplies

Parishes, schools and other Catholic institutions have been enjoying wonderful savings with Catholic Finance Corporation's purchasing program partner for office products, OfficeMax, for the past few years. More specifically, many entities have enjoyed 20-25% savings for these products, with more than 60 organizations participating in the program so far this year. OfficeMax and Office Depot recently merged, resulting in one of the largest office supplies retailers in the United States. We are pleased to announce that Catholic Finance Corporation has renegotiated our office products agreement with Office Depot (formerly OfficeMax) to serve as our preferred supplier for office products, toner, copy paper, furniture, cleaning and break room, and custom printing across all parishes, schools and Catholic institutions in the Archdiocese of St. Paul and Minneapolis.

Office Depot presents the cooperative purchasing program with a number of advantages including, but not limited to, efficient web ordering, instant customer service response, and in-store discounts for all staff.

The new agreement will allow participants to reduce their office supply costs through price reductions and standardization. In addition, this new arrangement should be a time saver for all parish and school individuals who order supplies.

The order process is easy and can be done online in a few minutes. Office Depot delivers next business day, and orders greater than \$50 are delivered at no charge. Office Depot is also providing us with their "Store Purchasing Card" cards. By showing this card in any Office Depot or OfficeMax retail store, a user will receive core pricing on all program items.

To get set up to utilize the updated program, please contact our Office Depot Major Account Manager, Julie Baum at (763) 443-6830 or

julie.baum@officedepot.com, or to request a logon and password, please click on this link https://odams.officedepot.com/registrations/archdiocese_st_paul_mn_reg.php and an Office Depot representative will proceed to get you set up. The old website will not access your Archdiocese discounted pricing, so please begin using the new portal.

A representative from Office Depot will be contacting your church or school shortly to discuss the benefits of the Office Depot program.

Thank you in advance for your cooperation as we begin this renewed vendor partnership!

Payment Solutions

Vanco Payment Solutions provides a robust electronic giving program for churches nationwide and has been working with parishes in this Archdiocese since 1998. Vanco offers a variety of options:

Standard plan offers:

- Online Giving and Online Registrations
- Credit & Debit Cards
- eCheck (also known as ACH)

Additional options:

- Card Readers (mobile and desktop)
- Give by Text
- Give by Kiosk
- Mobile Giving App

Earlier this year, Vanco launched new pricing plans for churches based on their volume and type of transactions with Vanco Payment Solutions. Many of the parishes from our Archdiocese have transitioned to a new pricing plan and have seen significant savings. If you utilize Vanco services to process EFT payments or credit card payments and have not reviewed the new pricing, please contact Mardi Leese at (952) 352-8123 or review the attached flyer.

Care and Management of Catholic Cemeteries

There are a variety of cemeteries within our Archdiocese: large and small, parish-operated and independent. However, there are some common (and common sense) observations that can help all those who manage and care for our cemeteries to become even better stewards and managers of this important ministry.

What trends are we seeing?

- Changes in product mix due to changing funeral practices. The National Funeral Directors Association (NFDA), representing 10,000 funeral homes worldwide, reports that in 2015, the rate of cremation exceeded that of burial.
- Resulting flat revenues, while expenses increase at a steady pace
- Reduced annual rate of return on Care Fund investments

These trends call for even more careful financial planning, both short and long range, in order to make sure cemeteries are adequately funded and cared for. One way of assuring sufficient funding is through development and maintenance of a Care Fund.

Care Fund plans should be based on the following:

- Assumed fill rate of cemetery based on mix of types and frequency of sales
- A reasonable annual rate of return on Care Fund investments
- A set or variable percentage of each lot or niche sale to be dedicated or allotted directly to the Care Fund

Here are some other issues, beyond capacity and fill rate, which also require consistent review and adjustment.

Care Fund Issues

- Assure that the Care Fund is adequate for long-term maintenance of the cemetery after it has reached capacity
- Pay attention to risk and return issues, seeking professional advice where appropriate
- Review sales and cemetery expenses annually to determine appropriate and realistic projections
- Adjust both revenue and operating expenses as needed to insure continued care

Catholic Finance Corporation is happy to work with administrators, pastors and cemetery personnel to help address these issues. Give us a call at (651) 389-1070 for more information.

School Financial Reporting Update

CFC has again offered to compile the financial reports for the Archdiocese School Report (formerly the MCEA Survey). This is a **free service to schools**.

Once CFC has compiled the financial data from each of the schools, a summary report including school benchmarking data is created. This report includes the range of results from key indicators. This information allows the leadership from each school to compare their individual data to the summary data. Please click this link for last year's summary.

New this year: CFC is including individual benchmarking data with corresponding graphs in order to assist schools in their benchmarking analysis. This is provided to any school that provides financial data to CFC.

Thank you for participating in this process. Please contact Mary Vang at (651) 389-1074 with any questions.

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