

2019 Business Office Forum
Tuesday, August 27, 2019
Saint John's Catholic Church, Adel

Agenda topics & time slots are tentative and subject to change

Time	Topic	Speaker
8:30 – 8:45	Coffee and Donuts	
8:45 – 8:55	Welcome Opening Prayer	Paul Carlson
9:00 – 9:45	Site Breach Demonstration	Steve Healey - Pratum
9:50 – 10:20	Breakout Sessions – Choose One 1. Insurance Coverage Review 2. Phishing Email Detection	Traci Zuk – CMG & Christie Rice Greg Miller
10:20 – 10:30	Break	
10:30 – 11:15	Schools Strategic Plan Update	Donna Bishop & Dr. Jerry Deegan
11:20 – 11:50	Pastor Transition Tips	Father Michael Amadeo, Vicar General
11:55 – 12:05	On-site Inspections	Melanie Tyree - CMG
12:10 – 1:00	Lunch from Jethro's provided courtesy of West Bank	
1:00 – 1:30	Charitable Giving Trends & Online Giving	Peter Johnson – Vanco & Maureen Kenney
1:35 – 1:45	Catholic Foundation of Southwest Iowa Update	Brooke Pulliam - CFSWIA
1:50 – 2:20	Breakout Sessions – Choose One 1. Bookkeeping 101 2. Internal Review Findings	Laura Hofstrand Christie Rice
2:20 – 2:30	Break	
2:30 – 3:15	Just Practices of Compensation	Eileen Valdez
3:15 – 3:25	Emergency Operations Plans Update	Paul Carlson
3:25	Closing Announcements	All