



ST. CHARLES BORROMEO CHURCH, PARMA, OHIO

Processing Sunday collections
faster makes church operations
more efficient



St. Charles Borromeo Church is a large and active Roman Catholic parish in Parma, Ohio. Although some parishioners go online to make their church offerings, many continue to make their contributions in the traditional envelopes.

Tom Holzheimer has managed the financial operations for the parish for 25 years. Until the implementation of the Cummins Allison JetScan iFX®, he spent hours manually processing the checks collected at the nine masses celebrated every weekend.

Automating check processing for a busy parish

St. Charles is a large and busy parish, with four priests serving a total of 10,000 members. The parish campus, which takes up a full block, includes the church and an elementary school that serves about 450 students.

In addition to the well-attended services, St. Charles hosts many activities throughout the year, including an annual parade and carnival, which includes raffle drawings, a casino, bingo and live music. The parish also manages a gift certificate program, for which it purchases gift cards in bulk from vendors and sells them to members as part of their fundraising efforts.

Sunday collections remain the principal form of funding for the daily operations of the parish. Although parish members are encouraged to register for the Online Giving program, where weekly contributions are automatically debited from their checking, savings or credit card accounts, many still prefer to use envelopes to make their contributions.

“The parish collects a large number of envelopes every week,” says Holzheimer. “We have a significant population that doesn’t want to have anything to do with ACH or online bill pay. They want to be able to write their checks.” According to Holzheimer, a Sunday’s collection totals about \$23,000, of which \$13,000 is made in the form of checks.

Streamlining the collections process

Every Sunday, alternating teams of parish volunteers gather to open the collection envelopes. The team uses a Cummins Allison money counter to count the cash

for deposit and turns the checks over to Holzheimer, who processes them in his office the following day.

Innovative DBM software makes processing bulk checks fast and easy

Deposit balancing can be a time-consuming, error-prone and largely manual task. Until recently, Holzheimer used remote deposit capture (RDC) from his bank to process the weekly check deposits. "It wasn't the right fit for us," he says. "With the amount of money we received for collections, we needed something that could process a lot of checks quickly. What I really wanted was a scanner like the one the bank uses!"

The JetScan iFX with Deposit Balancing Manager (DBM) software was the answer to his problem. Now Holzheimer can quickly and easily scan checks, balance deposits and electronically send the check deposits directly to the church's bank. The DBM software guides him through the balancing process, tallying checks, cash and coin and significantly reducing the time needed to prepare and verify deposits.

On average, the parish collects from 300 to 350 checks each Sunday. In the past, Holzheimer was not able to scan checks in bulk. "Now, I can send hundreds of them through." In fact, the solution makes it possible to scan more than 400 check items per minute and prepare, audit and electronically deposit checks directly to



parish accounts at the bank, all in a matter of minutes rather than hours.

Reports make it easy to account for deposits

Holzheimer worked with his local Cummins Allison representative to launch the JetScan iFX and the new process with the local bank branch. "Setup was easy," says Holzheimer. "Cummins Allison worked with us with the signing of the agreement and sending the test files."

St. Charles maintains a number of bank accounts, which include a tuition, payroll, gift card and capital accounts. "Now, when it's time to make a deposit, all my accounts are listed on my computer screen, so I can easily click on the one I want to send it to," says Holzheimer.

DBM makes it easy to instantly generate reports by batch and date, making it effortless for the parish to maintain records of member contributions that are needed to generate annual statements. On the same device Holzheimer uses to scan checks, he could even count cash, adding the amount to the total deposit and generate reports of that deposit and the entire day, month or year. This lets the parish maintain better records and adhere to sound accounting practices.

Saving time and banking faster

Holzheimer is pleased with the speed and ease of the new process. "With the hundreds of checks that we send through every week, it goes very fast. We no longer need to stamp the back of the checks since we can digitally endorse them, and because the bank doesn't need to process the checks as much, it makes my process with the bank faster. It took less than 10 minutes to process \$13,000 worth of checks this week!"



"With the hundreds of checks that we send through, it goes very fast. What used to take me hours now takes me less than ten minutes."

Tom Holzheimer, Business Manager

"Many people still want to write checks, so I needed the type of machine that banks use."

Tom Holzheimer, Business Manager



Delivering new efficiencies to annual festival

The parish also plans to use the JetScan iFX scanner at the St. Charles carnival. "It's a big fundraiser that enables us to maintain the parish property," says Holzheimer. "We have lots of buildings and grounds in our complex."

The carnival grosses well over \$250,000 from its activities that generate large volumes of bills and coins. Because it can scan both checks and mixed cash bills, the JetScan iFX scanner promises to deliver significant new efficiencies. The parish also uses the Cummins Allison JetSort 1000 coin sorter to process all of the coins, saving a significant amount of time and ensuring an accurate count.

Helping all parishes save time

Since the implementation of the JetScan iFX scanner at St. Charles, Holzheimer has become a big fan. The JetScan iFX has helped the parish save time, eliminate errors and get deposits to the bank faster and more efficiently. "I've spoken with a number of other parishes in the area that have been considering making the purchase," he says. "I'm happy to share my success story and recommend the solution to them."

"Now I can quickly and easily scan checks, balance and report, and electronically send the check deposits directly to our bank."

Tom Holzheimer, Business Manager

To learn how the JetScan iFX platform can deliver new efficiencies for your church or nonprofit, visit cumminsallison.com/stcharles



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The company holds more than 350 patents and invests double the industry average in R&D. Our world-class sales and service network includes hundreds of local representatives in more than 50 offices in North America, wholly-owned subsidiaries in Canada, the United Kingdom, Germany, France, Ireland and Australia and is represented in more than 70 countries around the world.

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