

Church Id#: 11_____

Name of Church: _____



2017 Report of the Finance Committee

Numbers in parentheses refer to paragraphs of the 2012 *Book of Discipline*.

The Finance Committee has responsibility for preparing and presenting this report for information and review at the "annual" meeting of the local church. A copy of this report is to be included with the Charge Conference reports at the Leadership Development & Charge Conference event.

Church _____ Charge _____

Southeast District

Missouri Conference

I. ORGANIZATION

1.a. Has the committee been organized according to the 2012 Book of Discipline (§258.4)? ☐ Yes ☐ No

b. Names of officers?

Chairperson _____ Vice Chairperson _____

Treasurer(s) _____ Financial Secretary _____

II. BUDGET AND COMMITMENT PLAN

2.a. Was a budget for 2017 submitted and adopted by the Church Council, or its equivalent, prior to January 1, 2017

☐ Yes ☐ No

If no, why not?

b. In the budgeting process, does the Finance Committee give the Church Council an opportunity to request financial support for recommended ministries (§258.4)? ☐ Yes ☐ No

If no, why not?

3. How frequently does the Financial Secretary/Treasurer send members and contributors regular reports of their giving?

☐ Monthly ☐ Quarterly ☐ Semi-annually ☐ Annually ☐ No, we do not send reports

4. Is giving by individual participants in the local church regularly reviewed? ☐ Yes ☐ No;

If no, why not?

5. What are the plans for raising sufficient income to meet the budget (§258.4)?

6. Does the Financial Secretary/Treasurer report regularly to the Church Council on the giving trends in the church/charge? ☐ Yes ☐ No

If no, why not?

III. THE HANDLING OF CHURCH FUNDS

7. Does the Treasurer regularly make reports to the Committee on Finance and the Church Council on the financial position of the church (§258.4b)? ☐ Yes ☐ No

If no, why not?

8. Are all benevolences and other connectional funds remitted monthly to the conference treasurer (§258.4b)?

☐ Yes ☐ No

If no, why not?

9. Is the District Apportionment paid early in the year or regular payments made to District (§258.4b)?

☐ Yes ☐ No

If no, why not?

- 10.a. What bank(s) have been designated by the Church Council as a depository (§258.4d)?

- b. Are all accounts FDIC insured and in amounts at or below the current FDIC insurable limit? ☐ Yes ☐ No

If no, why not?

- c. Are all accounts in the name of the church? ☐ Yes ☐ No

If no, why not?

- 11.a. Has the committee established written financial policies to document the internal controls of the local church (§258.4d)? (*Attach as a supplement.*) ☐ Yes ☐ No

- b. Have these policies been reviewed by the committee and found to be adequate and effective (§258.4d)?

☐ Yes ☐ No

12. Are the church offerings counted by a counting committee in accordance with the mandates of the Discipline (§258.4a)? ☐ Yes ☐ No

If no, why not?

13. Are all funds deposited promptly in accordance with procedures developed by the Committee on Finance (§258.4a, d)? ☐ Yes ☐ No

If no, why not?

14. Are financial officers of the church bonded (§258.4b)? ☐ Yes ☐ No

If no, why not?

15.a. Have the financial records of the church and all its organizations been audited for the prior fiscal year (§258.4c)?

☐ Yes ☐ No

b. If no, why not?

On the audit report:

c. Were there any recommendations or exceptions? ☐ Yes ☐ No

d. If there were recommendations or exceptions, how has the church addressed them?

Was this Finance Committee Report reviewed with the pastor prior to the “Annual” meeting? ☐ Yes ☐ No

Signed _____
Finance Committee Chairperson (or designate)

Printed Name: _____

Date: _____

Report of the Finance Committee 2013-2016

Prepared by the General Council on Finance and Administration and authorized as the official form for this purpose. **Adapted for use in the Southeast District, Missouri Conference.**