

## Finance Committee

Required by the 2008 Book of Discipline of the United Methodist Church? Yes

Chairperson: Hal Harrelson

### Functions and Responsibilities

- Provide financial direction and demonstrate faithful stewardship of the congregation's finances.
- Provide for annual funding programs.
- Create and administer a fully-funded program budget.
- Establish two-way communication between the congregation and the committee regarding church finances. This would include using the worship bulletin, offertory sentences and announcements, church newsletter, giving statements, treasurer's report, the finance chairperson's report and results of giving reports.
- Generation of financial reports for use at the congregation, administrative council and charge conference. These include:
  - \* Church Budget (draft). Final version approved by Administrative Council.
  - \* Monthly and annual financial reports.
  - \* Various financial reports and audits mandated by the United Methodist Church.
  - \* Annual congregation giving statements, produced from counting of weekly offerings.

### Time Required of Committee Members:

We meet about three to four times per year, for an hour or two each meeting, to formulate the draft budget, generate the various financial reports and audits required by the Church, discuss fundraising ideas, and develop means to report the church's financial state to the congregation.

Finance Committee members take turns counting the weekly Sunday offering. Counting is an important function of the committee, as it not only safeguards the church's funds but also provides an accounting to each donor of their gifts at year end. There are usually about 10 committee members, and counting must be done by at least two people, so each member will usually count about once every five weeks. Counting takes 30-45 minutes and is done at the church immediately after the last service each Sunday. After counting is complete, one of the counters drops the donations off at the bank night deposit window located in downtown Laurel.

***Volunteers don't get paid, not because they're worthless, but because they're priceless!***

*Committee Day Potluck Luncheon on May 16.*

*Come and see where you can give back to the church.*