



**Charge Conference 2017
FINANCE COMMITTEE**

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

_____ United Methodist Church, _____ Charge
_____ District of the Tennessee Annual Conference for
period beginning _____ and ending _____.
(date of prior charge conference) (date of current charge conference)

I. ORGANIZATION

1a. Has the committee been organized according to the 2012 Book of Discipline (¶258.4)? Yes No If no, why not? _____

1b. List officers below

Chairperson _____ Vice Chairperson _____

Treasurer(s) _____ Financial Secretary _____

II. BUDGET AND COMMITMENT PLAN

1. What are your current fund balances in:

General Fund	
Building Fund	
Sunday School Fund	
Savings	
Other: _____	
Other: _____	

2. Has the Local Church Board/Council approved a budget for the ensuing year?
 Yes (attach copy) No If no, why not? _____

3. Does the church budget include 100% of Apportionments? Yes No

III. THE HANDLING OF CHURCH FUNDS

1. How frequently does the Financial Secretary/Treasurer send contributors reports of their giving? Monthly Quarterly Semi-annually Annually Do not send

2. 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

3. Are the church offerings counted by a counting committee in accordance with the mandates of the *Discipline* (§258.4a, d)? Yes No
If no, why not? _____
4. Are all funds deposited promptly in accordance with procedures developed by the Committee on Finance (§258.4a, d)? Yes No
If no, why not? _____
5. Are all benevolences and other connectional funds remitted monthly to the conference treasurer (§258.4b)? Yes No
If no, why not? _____
6. a) Has the committee established written financial policies to document internal controls of the local church (§258.4d)? (Attach as supplement) Yes No
b) Have these policies been reviewed by the committee and found to be adequate and effective (§258.4d)? Yes No
7. Are financial officers of the church bonded (§258.4b)? Yes No
If no, why not? _____
8. Have the financial records of the church and all its organizations been audited for the prior fiscal year (§258.4c)? Yes No (Please attach copy of audit report) If no, why not? _____

IV. APPORTIONMENTS PLAN

1. If the church has not already paid all of this year's Conference Apportionments, will they be paid in full this year? Yes No
2. If the church has not paid 100% of this year's District Fund, will it be paid in full this year? Yes No
3. Has your church made a commitment to pay 100% of next year's apportionments? Yes No