

FINANCE COMMITTEE
Ministry Position Description
Bethel United Methodist Church (July 2012)

The primary task of the Committee on Finance is to propose, raise, manage, and distribute the resources of the congregation to support and strengthen the mission and ministry of the congregation.

Responsibilities of the Committee:

To build an annual budget to support the mission and ministry of the congregation and to submit it to the Church Council for approval.

To develop and carry out plans to raise enough income to support the budget that has been approved.

To carry out instructions about allocations from the Church Council.

To guide the work of the treasurer, financial secretary, and auditor.

To arrange for an annual audit of the financial records of the church and to report to the Church Council board the results of the annual audit.

To exercise oversight authority over all fund raising requests.

To be accountable to the charge conference through the Church Council.

To ensure that the Fundraising Policy for Bethel UMC (on file in church office) is reviewed annually.

Meeting schedule:

Committee on Finance meets on 2nd Tuesday 6:00 PM bi-monthly beginning in January with called meetings as necessary.