

Gilmore Park United Church
Internal Monitoring Report

POLICY TYPE: EXECUTIVE LIMITATIONS

POLICY TITLE: 350 FINANCIAL CONDITION

GLOBAL POLICY PROHIBITION: *Actual financial conditions at any time shall not incur fiscal jeopardy or compromise Council "Ends" priorities.* REPORT:

This report constitutes my assurance that, as reasonably interpreted, these conditions have not occurred *except as shown*, and further that the data submitted below are accurate as of this date, April 30, 2005.

_____, Rev. Anna S. Christie, MINISTER

1. POLICY PROHIBITION: *Allow the expenditure of funds within the fiscal year to exceed anticipated unencumbered revenue for the same period of time.* REPORT (**please see attached financial statements**): The Finance Team is optimistic that we will be able to meet the budget once again by the end of the year. **I am therefore reporting compliance.**
2. POLICY PROHIBITION: *Allow funds to unduly accumulate without being used for the purposes for which they were established.* REPORT: Funds are not unduly accumulating. **I am therefore reporting compliance.**
3. POLICY PROHIBITION: *Borrow money for the operations of the CONGREGATION.* REPORT: No indebtedness has been incurred. **I am therefore reporting compliance.**
4. POLICY PROHIBITION: *Fail to pay all liabilities for payroll, suppliers, and taxes due.* REPORT: Payroll issue has not missed deadline. Gail assures me that all invoices have been paid upon receipt. **I am therefore reporting compliance.**
5. POLICY PROHIBITION: *allow expenditures to deviate significantly from priorities as established by the COUNCIL.* REPORT: Expenditures are in accordance with budget, except where noted (above). **I am therefore reporting compliance.**
6. POLICY PROHIBITION: *fail to notify the Council when revenues from offerings fall significantly below the same level of revenue at the same time the previous year.* REPORT: Revenues from PAR are holding steady, or on the rise. Revenues from envelopes and loose offering are still below that of last year. All envelope-holders have been sent a letter encouraging them to double their donation "over the next three months". Upon further investigation, it appears as though the problem really lies with PAR givers, and not envelope-holders. We have lost several significant PAR givers over the last year, to the tune of over \$1,000/month (some have moved away, three have cancelled their PAR for personal reasons which, in my opinion, is due to their drifting

from the core leadership of the church to the “fringes”.) The good news is that participation in PAR has increased, thus decreasing envelope givings. It will probably take several years of discipleship and stewardship education of our newcomers before their giving level can rise up to that of previous members. I am confident, however, that as people engage the Stewardship material in Leadership classes, that the levels will begin to increase (40 people will engage this material before the end of the fiscal year). **I am therefore reporting compliance.**

7. **POLICY PROHIBITION:** *Fail to seek sound financial advice, on an ongoing basis, from a team of financial experts from within the congregation.*
 - a. *The Finance Team shall have no power to act, nor authority over the MINISTER.*
 - b. *The acts, minutes, and proceedings of the Finance Team meetings may be called upon by Council at any time to monitor MINISTER performance.*
 - c. *Such MINISTER monitoring may only be against established COUNCIL Ministry and Executive Limitations policies.*

REPORT: I do not have minutes from Finance Team this month as a medical emergency happened during the meeting (I was not in attendance), and the meeting had to be cut short. Minutes are not yet prepared, however Ivor was present at the meeting and can attest to its existence! **I am therefore reporting compliance.**