

CHURCH OF THE COVENANT FINANCE COMMITTEE

MINISTRY PLAN

1. To monitor on a monthly basis and annual basis the finances of the Church, including all restricted gifts and all aspects of the budget.
2. To aid our Committee Chairmen by providing the financial information they and their Committee Members need to monitor the Committee's income and expenditures. This will require that they be familiar with the budget and all details of the amounts, as well as the amounts and balances of restricted gifts and the restrictions of each of those gifts.
3. To coordinate with the Audit Committee and review the Committee's report.
4. To consider and coordinate with the Administrative Commission concerning the feasibility and advance planning of a capital campaign, whether or not it is held in the Spring of 2018 or another appropriate date.
5. Work to prepare monthly reports for the benefit of each Committee Chairman and each Committee Member, setting forth the Committee's budget, the restrictions on any funds entrusted to the Committee for expenditure, all expenditures by the Committee, and all funds available to the Committee for expenditures, no matter the source.
6. All Committees are to present to Session for a vote, suggested changes to the annual budget with respect to all matters overseen by that Committee.
7. To provide guidance to the Session concerning the budget process, review of the budget and all expenditures by the Committee.