



FINANCE & ADMINISTRATION

General Council on Finance and Administration

THE UNITED METHODIST CHURCH

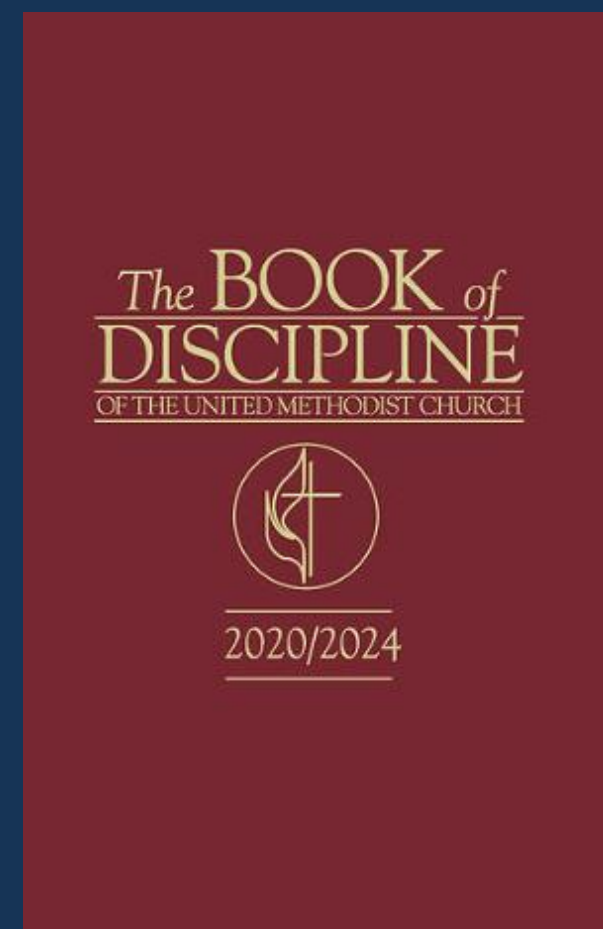


QUADRENNIAL TRAINING

2025

Book of Discipline

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Board of Directors, General Council on Finance and Administration



What does *The Book of Discipline* Say?



Overview and Membership

¶¶ 611 & 612

- Each conference shall have a council on finance and administration

¶ 612.2

- Need to have 5 to 21 voting members plus Ex officio members

¶ 612.4

- Members shall not vote on matters that directly or indirectly affect theirs or their families, business, income or employment.

What does *The Book of Discipline* Say?



Amenability and Relationships

¶¶ 612.6 & 612.7

- Council reports directly to the annual conference.
- Must cooperate with the Council on ministries in developing the benevolence budget.

What does *The Book of Discipline* Say?



R e s p o n s i b i l i t i e s

¶ 613

1. Recommend to the annual conference budgets for income and expenditures for all funds
2. Recommend to the annual conference proposals to raise capital funds and proposals before the conference
3. Recommend to the annual conference the local church apportionment formulas.

What does *The Book of Discipline* Say?



Responsibilities (cont'd)

¶ 613

4. Provide information to have leaders understand and support the conference budget.
5. Develop policies governing the investment of conference funds.
6. Recommend procedures on the theology of giving.
7. Advise local churches on making their facilities and programs accessible.

What does *The Book of Discipline* Say?



R e s p o n s i b i l i t i e s (c o n t ' d)

¶ 613

8. Recommend procedures when budgeted funds are inadequate
9. Review at least quarterly, the budget to actual expenditures
10. Recommend to the annual conference the conditions for borrowing funds
11. Authority and supervision over the conference treasurer
12. Designates the conference treasury as the central treasury for all conference agencies

What does *The Book of Discipline* Say?



R e s p o n s i b i l i t i e s (c o n t ' d)

¶ 613

13. Establish policies and practices in the employment and compensation of personnel
14. Promote and standardize financial recording and reporting at the local church
15. Provide leadership and training for business administration in the local churches
16. Recommend plans to initiate a foundation

What does *The Book of Discipline* Say?

R e s p o n s i b i l i t i e s (c o n t ' d)

¶ 613

17. Perform other administrative and fiscal functions as the annual conference may assign
18. Ensure no apportioned conference funds are spent on the use of alcoholic beverages
19. Honoring our commitment to the inclusion of all people in the life of the church

What does *The Book of Discipline* Say?

B u d g e t s

¶ 614

1. Recommend to the annual conference
 - Clergy Support
 - Administrative budget
 - Conference benevolence budget
 - Other causes
 - Special appeals

What does *The Book of Discipline* Say?

A p p o r t i o n m e n t s

¶ 615

- Study the effects of the proposed changes to the apportionment formula
- Apportion the General Conference apportionments to the local church
- The council shall make every effort for the full payment of these apportionments as part of the Church's shared financial covenant

What does *The Book of Discipline* Say?

¶ 616 - Depository

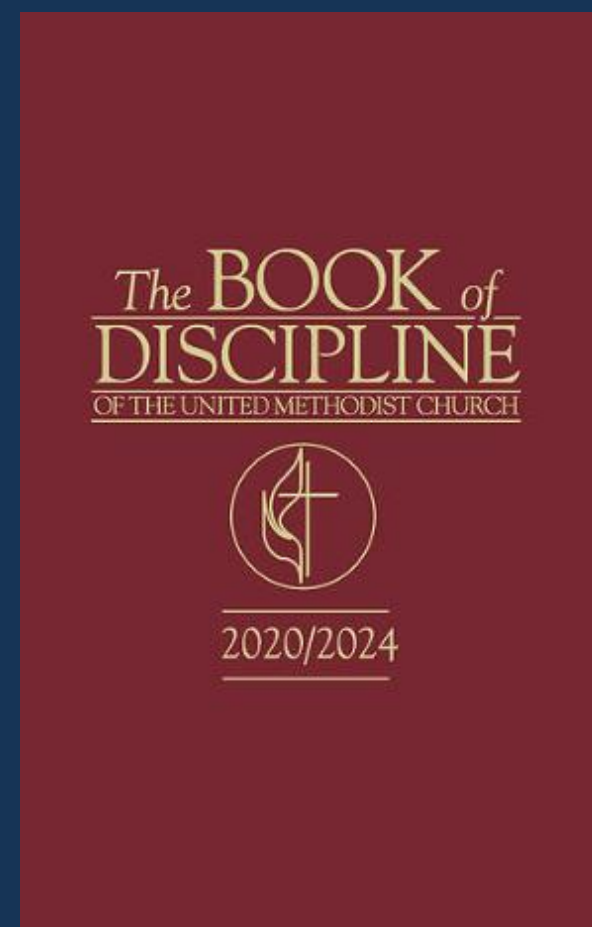
- Designate a depository for conference funds

¶ 617 – Auditing – Authority and Responsibility

- The accounts of the conference treasurer are to be audited.
- Require audit reports from all agencies receiving conference funds.
- Require audit reports from all districts.

The Book of Discipline and the Annual Conference Treasurer

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Committee Chair of General Agency and Episcopacy Matters



What does the Book of Discipline Say?



¶ 619.1

- Receive & disburse remittances funds authorized by the General Conference

¶ 619.1.c)

- The treasurer shall prepare financial statements and reports as required

¶ 619.1.c)(2)

- The treasurer shall provide a report of all funds under his or her direction and shall be printed in the conference journal

What does the Book of Discipline Say?



¶ 619.1.d)

- Council funds may be invested according to policies and procedures

¶ 619.1.e)

- The treasurer shall provide counsel and guidance to local churches for standardized reporting

What does the Book of Discipline Say?



¶ 619.2

As Director of Administrative Services, **may** have other responsibilities.

¶¶ 619 & 619.3

The Council on Finance and Administration shall have authority and supervision over the Treasurer / Director of Administration, and will determine their responsibilities



THANK YOU



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