

Mrs. Fowler

This copy is for the RECORDING SECRETARY or the RECORDING STEWARD

THE METHODIST CHURCH

OFFICIAL BOARD

Report of the Financial Secretary

The report of the Official Board shall be made on this form when the church is served by more than one financial officer (financial secretary and treasurer). Only Part I is to be used if the financial secretary and treasurer are the same person. The Report to the Quarterly Conference, if and when requested, shall also be made on this form. *Benevolences* shall be interpreted to mean *World Service and Conference Benevolences*, and any other benevolences.

Duke Memorial Church Duke Memorial Charge
Worham District North Carolina Conference
Report from Beginning of Fiscal Year 6-15, 1967, to 6-1, 1968

I. CURRENT STATUS OF MEMBERSHIP PLEDGES AND BUDGET TOTALS

1. Current expenses:

- (a) Estimated total current expense for year \$ _____; Total pledged last report \$ _____
- (b) New subscribers to current expense budget since last report: Number? _____; Amount pledged? \$ _____
- (c) Present totals for current expense budget: Number of subscribers? _____; Amount pledged? \$ _____

2. Benevolences:

- (a) Total apportioned for benevolences for year? \$ _____; Total pledged last report? \$ _____
- (b) New subscribers to benevolence budget since last report: Number? _____; Amount pledged? \$ _____
- (c) Present totals for benevolence budget: Number of subscribers? _____; Amount pledged? \$ _____

3. Additional items:

- (a) Number of subscribers paying weekly? _____; Monthly? _____; Quarterly? _____; Yearly? _____
- (b) Number of members NOT contributing, (1) to current expenses _____; (2) to benevolences _____
- (c) Number of families NOT contributing, (1) to current expenses _____; (2) to benevolences _____

II. RECEIPTS (This section to be omitted if the Financial Secretary and the Treasurer are the same person).

4. Received this period

Receipts	Envelopes, Pledges, & Tithes	Plate Offerings	Special Offerings	Organizations	Other Sources	Total
For current expenses						
For benevolences	<i>All offerings will be sufficient to meet all conference claims and all current expenses including \$10,000⁰⁰</i>					

5. Full amounts received have been deposited each week to the order of the respective treasurers, making total amounts deposited during this period:

- (a) For Current Expenses \$ _____
- (b) For Benevolences *College Capital Campaign* \$ _____
- (c) Total of all sums received and deposited for this period \$ _____

6. (a) Does each member receive regular reports of his record of giving? _____

- (b) Monthly? _____; Quarterly? _____; Annually? _____

7. Are completed lists furnished to those responsible for the collection of arrearages? _____

(Signed) Louis G. Fowler
Financial Secretary
Date 3-12, 1968

Prepared and edited by the Council on World Service and Finance, and authorized as the official form for this purpose. Rev. 64. Printed in U.S.A.

Report of the Financial Secretary

The report of the Financial Secretary is published annually in the Report of the Council and the Report of the Secretary. It is a statement of the financial position of the Society and of the work done during the year.

Chairman: _____
Secretary: _____

Report from the Council of the Society for the year ending 31st December 19__

1. The Council has the honor to acknowledge the receipt of the Report of the Financial Secretary for the year ending 31st December 19__.

2. The Council has noted the statement of the Financial Secretary that the total income for the year was £____ and the total expenditure was £____.

3. The Council has also noted the statement of the Financial Secretary that the total assets of the Society at the end of the year were £____ and the total liabilities were £____.

4. The Council has also noted the statement of the Financial Secretary that the total reserves of the Society at the end of the year were £____.

5. The Council has also noted the statement of the Financial Secretary that the total income for the year was £____ and the total expenditure was £____.

6. The Council has also noted the statement of the Financial Secretary that the total assets of the Society at the end of the year were £____ and the total liabilities were £____.

7. The Council has also noted the statement of the Financial Secretary that the total reserves of the Society at the end of the year were £____.

8. The Council has also noted the statement of the Financial Secretary that the total income for the year was £____ and the total expenditure was £____.

Particulars	19__	19__
Income		
Subscriptions		
Grants		
Other income		
Total income		
Expenditure		
Salaries and wages		
Printing and stationery		
Travel		
Other expenditure		
Total expenditure		
Balance forward		
Balance brought forward		
Balance carried forward		

The Financial Secretary: _____
The Chairman: _____