



## NCCUMC On-line Data Collection System

District: 2      Church: 81 - DUR - Duke Memorial  
Pastor: 251 - Ruth Harper Stevens

### Annual Report of the Committee on Finance

For the period beginning 01/01/2003 and ending 12/31/2003

The annual report to the Charge Conference shall be made on this form.

#### ORGANIZATION

1. a. Has the committee been organized according to the 2000 Book of Discipline (§258.4)? *Yes*
  - b. **Name of Officers:**  
Chairperson *Leta Loyd*  
Vice Chairperson  
Secretary *Malcolm Isley*  
Financial Secretary *Tim Smith*  
Treasurer *Doris Brown*

#### BUDGET AND COMMITMENT PLAN VISITATION

2. a. Has the committee submitted to the Church Council, or its equivalent, a complete budget for the ensuing year (§258.4)? *Yes*
  - b. What percentage of the total budget of the church is designated for benevolences? *19%*  
For current expense? *81%*  
For building and/or capital expense? *0%*
  - c. Did the committee give the Church Council an opportunity to request financial support for recommended ministries (§258.4)? *Yes*
3. When will the Commitment Plan visitation be conducted? *Fall 2003*
4. Does the financial secretary send members and contributors regular reports of their giving?  
*Yes* How Often? *Quarterly*
5. Is a list of members and contributors whose pledges are delinquent regularly reviewed by the Financial Secretary and/or the Pastor? *Yes*
6. What are the plans for raising sufficient income to meet the budget adopted by the Church Council (§258.4)?  
*Stewardship Campaign involving worship, letters, Sunday School emphases, and all-church theme -- 'Simple Prayers'.*
7. Does the Financial Secretary report regularly to the Church Council the number of pledging units and total amount pledged, the changes in pledge total since the last report, the number of pledging units paid currently, and the number whose giving is delinquent? *No*

#### THE HANDLING OF CHURCH FUNDS

8. Are reports made regularly to the Committee on Finance and the Church Council by the



treasurer(s) (§258.4b)? *Yes*

9. Are all benevolences and other connectional funds remitted monthly to the Conference Treasurer (§258.4b)? *No*
10. a. What bank(s) has been designated by the Church Council as depository (§258.4d)?  
*RBC Centura*
- b. Are all deposited funds fully guaranteed or insured? *Yes*
- c. Is the account(s) in the name of the church? *Yes*
- d. List all accounts (*Bank, Account Number, TIN/EIN*)

*RBC Centura - Operating 700098854*

*RBC Centura - Money Market 700098889*

*RBC Centura - Good Samaritan 700098862*

\*TIN/EIN: Taxpayer or employee identification number. Each local church should have its own TIN/EIN assigned by the IRS through form SS-4.

11. Are the church offerings counted by a counting committee (§258.4a)? *No*
12. Are all funds deposited promptly in accordance with procedures developed by the Committee on Finance (§258.4a,d)? *Yes*
13. Are all financial officers of the church bonded (§258.4b)? *Yes*
14. a. Have the books of the financial officer(s) of the church and all of its organizations been audited (§258.4c)? *Yes*
- b. Where there recommendations or exceptions? *Yes*
-