

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 United Methodist Church Duke Memorial United Methodist Charge
 Durham District North Carolina Conference

Report from Beginning of Fiscal Year June 1, 1968, to May 30, 1969

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						
Every Member Canvass has been held.						
All claims will be paid in full.						

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 \$ _____
- (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) _____

Date _____, 19_____