

FUSD ANNUAL COMMITTEE PLANNING FORM

COMMITTEE NAME	Finance council	DATE: November 13th 2024
PURPOSE: Why do we exist?	The roles of the finance council are: <ul style="list-style-type: none"> ● To develop the annual operating budget ● Monitor income and expenses against the budget ● Manage financial investment accounts ● Oversee financial operations (treasury, bookkeeping, financial processes and procedures) 	
OUR OBJECTIVES: What key things must happen to accomplish our purpose?	<ul style="list-style-type: none"> ● To produce an appropriate annual financial budget ● To monitor actual income and expenses against budget ● Monitor investment and other financial accounts ● To provide oversight of financial operations ● To communicate financial position of the church to the congregation 	
KEY STRATEGIES: What things must we do to meet our objectives? What, How, How much. How often.	<ul style="list-style-type: none"> ● Work closely with the Minister and Staff ● Coordinate with Personnel Committee to assure accuracy of payroll and benefits accounting ● Work with Stewardship Committee to estimate annual pledge revenues ● Work with Program Committees to assure that they are supported. 	
KEY CONCERNS: What problems will we face? What issues must we mitigate to accomplish our purpose?	The finance council is concerned about: #1 recovery of the donor base that has deteriorated throughout and following COVID and the corresponding Revenue from that donor base #2 the need for a refresh of the strategic plan which was last done prior to the remodeling project #3 lack of resources to support some of the financial programs including rental income which is hampered by our lack of predictable and accessible parking for members and non-members	
EXCITEMENT: What passion do we bring to this effort? What is it that motivates us to undertake this adventure?	We are grateful to the Minister and Staff for their dedication to making FUSD a financially responsible organization We are grateful to the generous support of our members and other donors and work to assure that their dollars are used wisely.	
MEASURES: How will we know we succeeded?	<ul style="list-style-type: none"> ● Monthly evaluation of Actual to expected donation revenues ● Monthly review of All financial accounts both operating and investment ● Quarterly review of budget compared to actual income and expenses ● Evaluation of performance against programmatic objectives 	
ROLES & RESPONSIBILITIES: Who does what on the committee?	Role	Responsibilities
	Chairperson	<ul style="list-style-type: none"> ● Sets the agenda for the monthly meeting ● Together with the committee Outlines the annual budget calendar ● Keeps the committee on track with the budget calendar ● Fields financial questions from the staff and membership
	Treasurer	Janet would you please fill in? I don't have access to a copy of the bylaws.

Secretary	The secretary documents finance council decisions and communicates information about Finance Council to the congregation