

Council on Finance

Report Number 4: General Rules and Procedures

- 1) The Conference Treasurer shall disburse budget items on a monthly basis, as applicable.
- 2) The amount budgeted for Fund No. 390 - Contingency and Miscellaneous shall not exceed 10 percent of the total of Section C – Ministry Administration. The Council on Finance is authorized to make emergency allocations from Fund No. 390 - Contingency and Miscellaneous by a majority vote of the members.
- 3) The Council on Finance is authorized to make changes in amounts budgeted for individual funds during the budget year, provided the applicable funds are used to implement similar goals and the total for all budgeted funds does not change. In addition, the Council on Finance is authorized to establish proration of budget funds when appropriate based on current economic factors.
- 4) All unexpended Conference budget funds at the end of the year shall be transferred to the applicable reserve account.
- 5) The principal amount in the Conference operating account shall not be less than \$250,000.
- 6) Moving expenses of retiring pastors shall be paid by voucher, according to the following schedule:

1 – 5 years of full-time ministry	up to \$ 750
5 – 10 years of full-time ministry	up to \$1,500
10 – 15 years of full-time ministry	up to \$2,250
15 + years of full-time ministry	up to \$3,000

Pastors are asked to make every effort to keep moving expenses to a minimum.

- 7) The Conference's annual Schedule of Revenues, Expenditures, Transfers, and Changes in Fund Balance shall be audited by a Certified Public Accountant firm approved by the Council on Finance.

Report Number 5: Local Churches and Conference Agencies

- 1) All funds apportioned to local churches for the Conference annual budget shall be remitted to the Conference Treasurer on a monthly basis.
- 2) Conference agencies shall include all Conference boards, committees, commissions, councils, and other related institutions. Local churches shall be permitted to make direct gifts to Conference agencies without any Conference budget restrictions
- 3) All Conference agencies shall use the Conference Treasurer as fiscal agent unless authorized to operate their own treasury.
- 4) Any Conference agency authorized to operate its own treasury shall provide the Conference Treasurer with evidence of proper bonding and a copy of the entity's annual audited financial

statements for the most recent fiscal period ending on or prior to December 31, 2013. Such reports should be provided no later than May 1, 2014 as required by ¶617.2 in the *2008 Book of Discipline*, pending continuation of this requirement in the *2012 Book of Discipline*. Upon instructions of the Council on Finance, the Conference Treasurer may be required to withhold funds beginning May 1, 2014, of any board, commission, committee or council not complying with this requirement of the *Book of Discipline*.

- 5) No Conference agency receiving funds from the Conference budget shall pay mileage at a rate in excess of 40% of the Internal Revenue Service (IRS) standard mileage rate rounded to the nearest cent for those attending Conference activities. Full time Conference-employed staff persons and the Conference Lay Leader may be paid at the IRS standard mileage rate.
- 6) No Conference agency, local church, individual, or any other interest shall attempt to raise funds for any purpose on a Conference-wide basis without approval being given by the Annual Conference or between sessions of the Annual Conference by a two-thirds vote of the District Superintendents and Council on Finance acting jointly.

Report Number 6: Distribution of Interest

The distribution of interest earnings in 2014 shall be as follows:

- a) Conference Budget, Section A – Ministerial Support: Interest earned on equitable compensation funds and funds belonging to the Conference Board of Pension and Health Benefits shall be applied to these funds. All other interest earned on Section A funds shall be applied to the Conference’s permanent stabilization reserve fund.
- b) Conference Budget, Section B – World Service and Conference Benevolences: Interest earned by Section B funds shall be applied to the Conference’s permanent stabilization fund, except as otherwise authorized by Council on Finance.
- c) Conference Budget, Section C – Ministry Administration: Interest earned on funds belonging to the Conference Board of Trustees shall be applied to these funds. All other interest earned on Section C funds shall be applied to the Conference’s permanent stabilization reserve fund.
- d) Interest earned on funds belonging to the Conference Board of Pension and Health Benefits shall be applied to these funds. Interest earned on all other funds not included in the Unified Budget shall be applied to the Conference’s permanent stabilization reserve fund.

Report Number 7: Special Sundays

The Council on Finance urges continued support for the special ministries listed below. These ministries

are supported by voluntary contributions, not apportionments, and are worthy of our continued generous support:

Human Relations Day	January 19, 2014
One Great Hour of Sharing	March 30, 2014
Native American Awareness Sunday	May 4, 2014
Sumatanga Sunday	May 11, 2014
Peace With Justice Sunday	June 15, 2014
Volunteers in Mission Sunday	September 28, 2014
World Communion Sunday	October 5, 2014
United Methodist Student Sunday	November 30, 2014

In addition, at the request of the General Commission on United Methodist Men, all local churches in the North Alabama Conference are asked to recognize **Sunday, February 9, 2014** as **Scout Sunday**. Scouting in the United Methodist Church includes Boy Scouts of America, Camp Fire Boys and Girls, 4-H, and Girl Scouts of the U.S.A. Churches are encouraged to have a special offering for scouting ministries. Receipts from the offering shall be sent to the Conference Treasurer, who will retain 25% for scouting ministries in the annual conference and remit 75% to the General Commission on United Methodist Men for scouting ministries across the United States and around the world.