

ST. JAMES LUTHERAN CHURCH
GETTYSBURG, PENNSYLVANIA

Number 1.30.25
Subject Finance
Effective Date 04/13/04
Revised 05/20/09
Committee Finance Committee

Organization/Standing Committees/Finance/Stewardship Committee

I. Mission Statement

The mission of the Finance/Stewardship Committee is to further the mission of St. James Lutheran Church through the use and enhancement of its financial resources.

II. Committee Composition

A. The committee shall be composed of the following members:

1. At least one member of the Congregation Council.
2. Other members of the congregation who desire to volunteer.
3. One of the called pastors.

B. The council president shall appoint the chairperson.

III. Committee Responsibilities

A. The committee shall have the following responsibilities:

1. To propose, review and recommend actions to the Congregation Council regarding the church's financial resources and fiscal policy.
2. To review the management of church finances.
3. To coordinate, review and present the annual benevolence and general fund budgets to the Congregation Council and to propose amendments to the budgets.
4. To prepare a report of committee activities for the annual report to the congregation.
5. To present the budget at the annual congregation meeting.
6. To review the Treasurer's monthly report and to make recommendations to the Treasurer regarding the format and material included in the monthly report.
7. To review and make recommendations to Congregation Council regarding non-budgeted expenditures.
8. To appoint members of the audit subcommittee and to review and recommend the need for periodic audits of the financial records for the church and church-related programs.
9. To review and recommend prudent financial practices to the Congregation Council for the handling of the financial resources of the church and other church-related programs.
10. To review and recommend the periodic inventory and appraisal of the quantity and value of the church's physical assets for insurance purposes.
11. To periodically review the church's insurance policy for coverage and to periodically solicit bids for the insurance coverage.
12. To review and comment to Congregation Council on reports from other committees and groups if the reports relate to the financial resources of the church.

- B. The Finance Committee is not responsible for the activities of the Endowment Committee or the budget, income or expenditures of Child Care although it may review and comment on them to the Congregation Council as they affect the financial position of the Church.
- C. The committee is supervised by the Congregation Council in its fulfillment of its responsibilities.