

United Methodist Church of Chugiak
PO Box 670909, Chugiak, AK 99567

Purpose: This policy sets the COUNTING POLICY.

Roles and Responsibilities: The Book of Discipline 2008 sets the baseline policy for counting and is listed here:

1. “The committee shall designate at least two persons not of the immediate family residing in the same household to count the offering. They shall work under the supervision of the financial secretary. A record of all funds received shall be given to the financial secretary and treasurer. Funds received shall be deposited promptly in accordance with the procedures established by the committee on finance. The financial secretary shall keep records of the contributions and payments.”
2. Offerings shall be counted and deposited as soon as possible after the worship service concludes and at the very latest the following day.
3. Counters shall be members of the Trustees or Finance Committees. Other individuals may be designated in writing and approved by the Finance Committee. The approved list of counters shall be posted and kept in the counting area.

Routing

1. Finance Committee
2. Trustees
3. Administrative Council