

Financial Policies and Procedures
(Related to Executive Limitations E1 & E4)
Rev. Anthony David

E1: Shall not indebted the congregation nor acquire, encumber or dispose of real property as these rights are reserved solely for the congregation.

Policy

Our policy at UUCA is for the Executive to stay within Board-defined Executive Limitations, so as not to exercise rights which are the congregation's alone.

Procedure

The Executive regularly reviews Executive Limitations.

The Executive regularly consults Board leaders in areas that are gray.

In specific cases where the issue of indebteding the congregation or acquiring, encumbering, or disposing of real property come up, the Executive refers all such cases to the Board.

Neglect to review and disclose to the Board the terms and conditions of all loans at least annually.

E4: Shall not neglect to review and disclose to the Board the terms and conditions of all loans at least annually.

Policy

Our policy at UUCA is to ensure transparency around financial data for scrutiny by the appropriate parties.

Procedures

1. List loans on our balance sheet and document the payments through our monthly income/expense reports.
2. The Executive Director pulls all loan agreements and reviews them with the Board finance committee on at least an annual basis.