

Gesu Parish Financial Controls Policy

As Approved by the Finance Committee

July 2007

1. All organizations and groups that exist as a component of the Gesu parish community are required to provide a detailed financial statement to the parish finance office, the Pastor and the Finance Council at least annually. Each organization will be required to use a format that is approved by the Finance Council.
2. Certain organizations or groups must adopt (and follow) a policy that limits the term of the treasurer to a period of no more than two consecutive years. After a two-year absence, an individual can return to the role of treasurer for an additional two-year term. The determination of which organizations will be required to adopt this policy will be decided by the Pastor after consultation with the Finance Council. Such determination will be reviewed from time to time.
3. The Pastor (in consultation with the Finance Council) will periodically call for an examination of the records of an organization. This examination will usually not amount to a full-scale "audit" of a group's records but will be intended to review the basic procedures of each group and to determine if good financial practices and controls are being followed. This examination can be done by an outside party or a member (or members) of the Finance Council.

