

**READING FINANCIAL REPORTS FOR  
CHRISTIAN CHURCH IN OREGON SW IDAHO  
May 31, 2022**

Members of every non-profit Board of Directors have responsibility for overseeing the finances of the organization. For every regional board meeting, you can expect to receive current reports about what funds have come in and how the money is being spent or invested. You always have the right to ask questions about the finances and to ask for more detailed information when necessary. This resource will summarize how to read the financial reports that you receive for the Christian Church in Oregon SW Idaho.

### **Profit and Loss**

The Profit and Loss statement shows income and expenses for the current calendar year. The Income is at the top, with two sections, one for operating income and one for program income. The Expenses are next, also in two sections for program income and program expenses. The Operating Fund includes expenses such as salaries, insurance, rent, supplies and those programs that are funded by operating income. The program fund shows income and expenses for regional ministry programs that receive designated income for their purpose, such as camps, women's retreats, Pentecost, Reconciliation, Ecuador, Clergy Family Assistance, service projects and more. Line 4004 adds up the Operating Income and Line 5001 tells the Operating Expense. This part of the Operating Fund is confusing: Line 4074 (Unrealized Gains and Losses) tells the increase or decrease of regional church investments during the calendar year. So to get the true Year to Date income, you need to subtract Line 4074 (if it's positive) from Line 4004 or add in Line 4004 (if it's negative) to Line 4004. Likewise when you see the "bottom line" or "Net Ordinary Income" at the end of the report, you need to add or subtract to adjust for Line 4074.

### **Profit and Loss Budget vs. Actual**

This gives much of the same information as the other Profit and Loss statement. The main difference is that you can look to see how current income expenses compare to what is in the annual budget. From left to right, the five columns show 1) amount received or spent since January 1; 2) the amount budgeted on a prorated basis through the date of the report; 3) amount above or below the prorated amount. 4) the percentage spent or received of the annual budgeted figure up to that point in the year; and 5) the total amount budgeted to be received or spent for the total twelve months.

### **Balance Sheet**

The Balance Sheet gives a complete and up to date report of all financial assets and liabilities of the regional church. Assets include money in checking, savings and investments plus any real estate holdings. The most common items under liabilities are the designated gifts given to Disciples general church mission offerings and causes through the regional church. Any special offering money received for the general church by the regional church must be reported and sent to Disciples of Christ Treasury Services in Indianapolis by the first day of the next month. The equity section reports the total net assets of the organization.

## **MISSION GIVING REPORTS**

The general church Treasury Services office sends regular reports that inform Disciples about our mission giving. One of these reports, the Comparative Statement of Outreach Offerings, tells how much Disciples as a whole and in each region have given to Disciples Mission Fund and the special offerings, compared to the same period of time last year. Another report shares specific information about Giving By Congregation. You can fulfill an important role in your congregation by using these reports. One role is to make sure that mission offerings are transferring in the correct amounts from the congregation to the general church. Another role is to lift up in your local congregation the importance of Disciples Mission Fund and the special offerings.

## **DISCIPLES MISSION FUND**

Disciples Mission Fund is a combined outreach program of Disciples that supports regional church, general church and higher education ministries. In the Oregon SW Idaho regional church, about 2/3 of every DMF dollar given from our region will be used in this region. About 1/3 of every DMF dollar given here supports general church ministries such as Global Ministries, Homeland Missions, National Benevolent Association, Racial and Ethnic pastoral offices, Pension Fund and many more. The general church and higher education ministries in turn support many good purposes in Oregon SW Idaho and other regional churches. These include consultations and lending through Disciples Church Extension Fund, New Church Ministries, global mission partnerships, scholarships for student pastors, pastoral search and call and much more.

## **SPECIAL OFFERINGS**

Disciples have six special offerings each year. Please help your congregation to know of these opportunities to give. The Special Offerings take place at certain times of the year on days selected for emphasis by the whole church. These Special Offerings include:

- Week of Compassion – in February. For international and stateside disaster relief and recovery and development;
- Easter offering – each year in the Easter season, to support general church ministries.
- Pentecost offering – these gifts are shared 50/50 between general church and regional church new church ministries, for training, travel, mentoring and support.
- Reconciliation – as with the Pentecost offering, the Reconciliation offering is shared 50/50 between regional and church.
- Thanksgiving – supporting Disciples related higher education ministries in colleges, universities and theological institutions.
- Christmas offering – received on the two Sundays before Christmas, this special offering goes 100% to regional church ministries in the region where the gift is given.

You can find more information to share at [www.disciplesmissionfund.org](http://www.disciplesmissionfund.org).

## **PROCEDURES FOR HANDING REGIONAL CHURCH FUNDS**

For the coming two years, 2022-2024, Sandra Vincent of Lynchwood Christian Church in Portland will serve as Regional Board Treasurer. Gary Smith of Red Rock Christian Church will chair the regional church Commission on Finance and Administration. Liz Cronin of Portland FCC is the staff bookkeeper.

By decision of the Regional Board, the Christian Church in Oregon SW Idaho has a professional financial audit every year, conducted by a Certified Public Accountant. The board normally receives a copy of the financial audit at the November board meeting. The board also receives a budget proposal from the Commission on Finance and Administration, projecting income and expenses for the next calendar year. By reviewing the financial reports for each board meeting you help us to maintain high levels of stewardship and integrity with gifts given to build up the ministry of Christ's church.