

Sylvia C. McFarland
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Date: July 1, 2017
To: UUFCO Board
From: Sylvia McFarland
Re: Financial Policies for Board Approval July 2017

The following proposed policies resulted from our Financial Review.

Proposal: We propose that fellowship's credit card square only be used for the auction and for those renters who want to pay for building use with a credit card.

Proposal: We recommend that the credit card fee on rental payments by users be charged back to the user.

Several members pay their pledge with a credit card. Should we add a sentence on the pledge card indicating that they are welcome to pay their pledge any way they please, but that they should be aware that the church does incur fees for credit card payments?

Proposal: We recommend that the total cost of hosts be billed back to the building users.

Proposal: Going forward, after Reverend Scott arrives, I have asked that Eileen get approval on time sheets before issuing paychecks. Until Reverend Scott arrives, I have asked Ayla to approve the RE staff's time cards, Virlene to approve the accompanists time cards, and Jenn to approve Parker's time card.