

South Caribbean Conference

Treasury Workshop -2025

Theme: Refine | Reinforce | Restructure – *Equipping Treasurer's for Success*

Session 5: Reporting and Accountability for Church Treasurers

“Now it is required that those who have been given a trust must prove faithful.

” – 1 Corinthians 4:2 NIV

Introduction

- Warm greetings.

- Emphasize the sacred role of treasurers in God's work. - Purpose: Equip treasurers with tools to report faithfully and remain accountable.

What is Reporting?

- Recording and presenting financial activities.
- Providing clear, accurate, and timely information.
- Linking giving to mission impact.

Stated in another way “*Reporting is communicating historical data and information to a third party, In our case its reporting to the Church Board, Business Meeting and South Caribbean Conference.*”

What is Accountability?

- Responsibility to God, the church, and members.
- Transparency in handling tithes and offerings.
- Trust-building through accurate reporting.

Importance of Reporting & Accountability

- Ensures compliance with Church policy and accounting standards.
- Provides consistency –

Keep your financial information in order as the records must be regularly processed (all tithe, offering and gifts and all expenses will be recorded to produce the report

- Tracks cash flow, showing cash and bank balances
- Builds confidence among members.
- Supports planning and decision-making.

- Communicates your financial position so the user can make an informed and well guided decision (at the local Church level) or influences the decision making process (at the SCC and higher levels) So accuracy and timeliness are of vital importance.

When you don't report then the SCC does not include your figures in their report which affects the reports moving up the ranks. Inaccurate and incomplete figures are then reported as a true picture of the financial position of SCC would not be presented.

- Helps you understand what is fixed cost and determine your break-even point- point of equilibrium that is the amount of income the church must receive to cover its fixed cost such as utilities, building maintenance etc.
- Reduces risk, minimizes opportunities for record manipulation, and helps prevent fraud and theft, particularly when carried out promptly.
- Provides a clear picture of the church's financial health offering insight into departmental or project giving and spending patterns, as well as highlighting periods of anticipated fluctuations.
- Promotes trust and transparency among the membership especially when reports are readily available at business meetings
- Helps with future budgets (income and spending patterns can be determined by previous years activities)
- Demonstrates integrity in stewardship.

The Role of the Treasurer

- Collect, record, and safeguard church funds.
- Prepare monthly/quarterly/annual financial reports.
- Submit reports to the Conference on time.
- Maintain confidentiality and integrity.

Tools for Effective Reporting

- Treasury software (where available).
- Standardized forms/templates.
- Internal control systems.
- Audit checks.

Common Challenges

- Late submissions.
- Incomplete or inaccurate records.
- Lack of supporting documents.

- Limited financial training.

Best Practices

- Maintain organized receipts and vouchers.
- Reconcile accounts regularly.
- Provide reports at board/business meetings.
- Seek training and stay updated on policies.

Spiritual Perspective

- Accountability is part of worship.
- Treasurers are custodians of God's sacred funds.
- Faithfulness in little prepares us for greater responsibilities

“Whoever can be trusted with very little can also be trusted with much, and whoever is dishonest with very little will also be dishonest with much. (Luke 16:10) NIV

Conclusion

- Reporting and accountability reflect trust, integrity, and faithfulness.
- Treasurers are co-labourers with God in advancing His mission.

Closing Text

- “Well done, good and faithful servant! You have been faithful with a few things; I will put you in charge of many things. Come and share your master's happiness!” – Matthew 25:23