

Board of Finance

Finance Team **Audit Team**

Mission Statement: The financial team of Grace Lutheran church serves the congregation by overseeing its financial business in order to carry on the work of sharing God's Word at Grace and in the community.

Description: The Audit Team meets one time to follow a written procedure in randomly checking financial tasks that have been completed throughout the past 2 years to ensure that the financial procedures of the church that have been laid out are being followed correctly. A new Audit Team is formed every 2 years.

Qualifications:

- Member of Grace Lutheran Church.
- Understands and keeps appropriate financial and member matters confidential.
- Detail oriented.

Responsibilities:

- Work with the Financial Assistant to:
 - o Select random bills and verify appropriate entries on ledgers to ensure accuracy.
 - o Select random deposits from Cash Control Sheets and compare to ledgers for accuracy.

Time Commitment:

- One-time meeting for 2-3 hours.
- One-time commitment, but may serve again if you are willing and able.
- A new audit team is formed every 2 years.

Relationships: Members of the audit team work with the Finance Manager, currently Ann Hornes, and the Finance Assistant, currently Bob Freiboth.

Training: Training will be provided by the Finance Assistant.