

TRUSTEES REPORT

For More Information on Church Finance and Administration Go To: www.gcfa.org

Church: _____ City: _____ Date: _____

Instructions: Please Make And Distribute Copies For:

- Pastor, Board of Trustees, Recording Secretary, District Superintendent

INSURANCE

	Conference Minimum	Your Coverage	Insurance Company (Not Agent)	Expiration Date
PROPERTY				
Building & Contents	Replacement Cost (\$500 Deductible)			
All Risks or Special Perils				
Fire Legal Liability	\$100,000			
Debris Removal	10% of Loss			
Personal Property – Clergy & Staff	\$2,500/person			
LIABILITY				
General Liability	\$1,000,000/occurrence			
Sexual Misconduct/Molestations	\$300,000			
Medical	\$5,000/person			
Counseling Professional Liability	\$1,000,000			
THEFT				
Fidelity Coverage	\$25,000			
Money & Securities	\$1,000			
Contents	\$5,000			
AUTOMOBILE				
Owned	\$1,000,000			
Hired	\$1,000,000			
Non-Owned	\$1,000,000			
DIRECTORS, OFFICERS, TRUSTEES	\$250,000			
UMBRELLA	\$1,000,000			
WORKERS COMPENSATION	\$100,000			

LEGAL PAPERS

INDEBTEDNESS

Is the church incorporated? (<i>¶2528.1</i>)	<input type="checkbox"/> Yes <input type="checkbox"/> No	On Church Buildings
Is a copy of the deed filed in Conference Office	<input type="checkbox"/> Yes <input type="checkbox"/> No	On Parsonage(s)
Has the Annual Report been filed with the corporation and Securities Bureau and the filing fee paid?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Other
Does the church hold a Clear Title to the Property it owns?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Total

INCOME PRODUCING PROPERTY AND PERMANENT FUNDS

Item	Date Received	Amount	How Or Where Is It Invested	Amount of Income	How Is Income Used for Ministry?

Pastor's Signature

Trustee Chair's Signature