

## Dear Treasurer friends and colleagues

This is the second monthly newsletter of this kind from the **Congregation Team** of the **Financial Management Services Group** (FMSG) of BFP, and is part of our future strategy in remaining in closer contact with congregation and presbytery treasurers.

If you have queries on any topics (eg BFP6 returns or audits), you are welcome to send your query to us by replying to this email.

If you know of Treasurers in congregations within your Presbytery that do not have access to email, please encourage someone in their congregation to be a 'post box' for them and provide us with their nominated email address, or alternatively send them a copy of this email.

Current items of interest include:

### 1. STAFF CHANGES

After Greg Kean's departure last month, we used the opportunity to restructure the roles and functions of the Congregation Team (also called the Client Relations Team). Our team is now structured as follows:

Name	Job Title	Phone Contact	Email
<b>Kegan KASHIAN</b> <a href="mailto:kegank@nsw.uca.org.au">kegank@nsw.uca.org.au</a>	Chief Financial Officer Types of Responsibilities Strategic planning, policy formulation, consolidated financial reporting, BFP Board reporting, audit, staff management, fee-for-service accounting services, complex problem-solving, etc	Ph 8267 4341	
<b>Bronwyn SHEAD</b> <a href="mailto:bronwyns@nsw.uca.org.au">bronwyns@nsw.uca.org.au</a>	Business Analyst Ad hoc BFP6 and financial reporting queries, Treasurer resource development, policy and procedural development, business activity advice, property and assets management advice, training, problem-solving, strategic management, fee-for-service accounting services, project development & management, etc	Ph 8267 4476	
<b>Maggie KOK</b> <a href="mailto:maggiek@nsw.uca.org.au">maggiek@nsw.uca.org.au</a>	Project Accountant Financial software advice, MYOB support, business activity advice, fee-for-service accounting services, strategic project coordination, client servicing problem-solving, etc	Ph 8267 4333	
<b>Joseph SCARDINO</b> <a href="mailto:josephs@nsw.uca.org.au">josephs@nsw.uca.org.au</a>	Assistant Business Analyst Ad hoc financial reporting queries, submission of BFP6 returns, client servicing support, financial and business analysis, etc	Ph 8267 4418	
<b>Susan BRADY</b> <a href="mailto:susanb@nsw.uca.org.au">susanb@nsw.uca.org.au</a>	Assistant Accountant Data entry of BFP6 information, Living is Giving, SMRF grant payments, ad hoc financial reporting queries, etc	Ph 8267 4336	

We welcome Maggie KOK to our team, who has just commenced today. She is Indonesian, is a CPA with a Masters of Business Accounting, and has a wealth of experience with IT systems and business analysis, and financial management in the not-for-profit sector. We also welcome Joseph SCARDINO, who has been promoted to our team from another role within FMSG.

Please call Bronwyn or Joe in the first instance for advice and assistance.

### 2. 2006 TREASURERS SURVEY REPORT & FMSG WEBSITE

As mentioned in last month's newsletter, the report for the 2006 Treasurers Survey has been finalized, and this is now available for perusal on the FMSG website.

There is a detailed report (extending to ~ 30 pages with graphs and tables) and a short synopsis for those who just want a feel for the outcomes of the survey.

The 2006 survey responses feed into FMSG BFP's planning and service delivery processes, and the report also outlines the strategies that FMSG will pursue in 2007 to better service the needs of Treasurers.

Thank you once again to all Treasurers who completed and returned the surveys, for their time and effort invested into this process.

### **3. BFP6 ANNUAL RETURNS**

Thank you to those Treasurers who have completed and returned the 2005/06 BFP6 returns, and audited accounts.

Just a reminder that audits are required for all congregation accounts – where total revenues (including property income) exceeds \$88,500 in the 2005/06 year, an audit needs to be conducted by an independent qualified accountant. Where total revenues are less than \$88,500, the audit may be undertaken by two members of the congregation that are not normally involved in the financial management tasks.

We are still to receive BFP6 returns for a number of congregations. If you are having difficulty in getting this completed, please let us know where things are up to and how we might be able to assist you with this task. This is an important form of reporting for the Synod, and FMSG collates and presents state-wide information - the integrity and reliability of the consolidated information is compromised if only a portion of returns are received.

If a report on the analytical results of 2004/05 would be of interest to Treasurers, please let us know. We could also put such a report on the FMSG website for your perusal, to see aspects of how we use the information you provide.

### **4. UNITIING FINANCIAL SERVICES - Financial solutions for Uniting Church organisations**

As a reminder, Congregations can benefit from the services of Uniting Financial Services (UFS) investment professionals who understand your financial needs. The Treasurers Survey revealed that many congregations are not accessing the numerous benefits available from UFS (formerly Uniting Church (NSW) Investment Services).

Benefits include:

- . Highly competitive interest rates;
- . Easy access (through internet/netbank, Westpac banks state-wide, or counter service at Pitt Street);
- . Flexibility in tailoring products specifically for congregational needs;
- . Strength and security in banking with a UFS which has over \$1 billion in funds under management;
- . NO bank fees; and
- . Supporting a UCA institution (that heavily contributes to mission-related SMRF grants each year) to grow even further.

Their rewarding financial solutions include:

- Savings Products
- Fixed Term Investments
- Cheque Facilities
- Internet Access
- Telephone Access
- Corporate Purchasing Cards
- Direct Debit and Credit

For all rates, application forms and information on available products please refer to their website [www.unitingfinancial.com.au](http://www.unitingfinancial.com.au) or contact their friendly staff on 1300 133 673.

## **5. CHRISTMAS SEASON**

May we take this opportunity to wish all of you a very happy, loving and safe Christmas season. Christmas is a family time, and our thoughts and prayers are with all of you who have experienced illness or the loss of a loved one during this past year, as well as those who are welcoming new members of their family in Christmas festivities for the first time.

We thank you all for the on-going dedication and hard-work you contribute to God's family and the Church through your roles as Treasurers. We trust you have the chance to have a good restful time over the Christmas and New Year period, fully refreshed for another year of God's grace and vision he is sharing in your life.

I'll be in touch with you again soon.

Yours in Christ,  
Kegan

**Kegan Kashian**  
Chief Finance Officer (CFO),  
Board of Finance & Property, NSW Synod  
Uniting Church in Australia  
Phone 02 8267 4341  
Fax 02 9264 4487  
Email [kegank@nsw.uca.org.au](mailto:kegank@nsw.uca.org.au)