

Staff	RingCentral Group	Working days	Hours	Description of calls
Julie Terranova Bookkeeping Specialist	Finance – Xero Bookkeeping and Xero Helpdesk (07 3377 9715)	Tuesday / Wednesday / Thursday	8:30am – 5:00pm	Bookkeeping Supervisor - calls regarding new clients to Bookkeeping
Yulia Hope Bookkeeper		Mon Tues to Fri	9am - 5pm 9am - 2:45pm	Helpdesk - Presbyteries and Congregations on Xero needing Help
Brad Chaseling Bookkeeper		Mon / Tues / Wed /Thurs	8:30am – 4:30pm	Bookkeeping enquiries
Trevor Tillack Bookkeeper		Tuesday/Thursday Wednesday	8am – 2:30pm 8:30am - 5pm	Bookkeeping enquiries
Karen Aspe Business Processing Specialist	Finance – Accounts Payable - Accounts Receivable & UCIS (07) 3377 9862	Mon to Fri	7:30am - 3:30pm	All UCIS (Loans, bequests, investments) related queries & Fringe, accounts payable, account receivable.
Lisa McCabe Processing Officer		Mon to Fri	9am – 2:30pm	Fringe related queries & account payable, account receivable.
Ian Powles Mission Relations Accountant	Finance – Pres Accounts (07 3377 9865)	Mon to Fri	8:30am – 4:30pm	All MDF/CPMP related queries
Gloria Maeda UEL Accountant	Direct Line 07 3377 9773	Mon to Fri	8:30am – 4:00pm	UEL finance queries
Glenda Robertson Finance Support Accountant	Direct Line 07 3377 9728	Thurs	9:00am – 5:00pm	Foundation, Redress related queries
Mark Love Reporting Accountant	Direct Line 07 3377 9845	Mon to Fri	9:00am – 5:00pm	Oversees the Finance Team
Simon Hillier Payroll	Direct Line 07 3377 9808	Mon to Fri	9:00am – 5:00pm	Payroll related queries