

Legacy Giving Team Meeting December 29, 2019

Those in Attendance: Rick Gardner, Lisa Higginbotham, Nils Rueckert. This constituted half of the membership and was one member short of a quorum. Tracy Blois was available by phone if a vote was needed.

Purpose of Meeting

In accordance with our procedures, a total of \$18,586 was distributed from the Endowment Fund in June 2019 to fund approved requests from the congregation. This included \$9,836 in emergency funding for the Call Committee to support the call of a new pastor including interviews and relocation expenses. In July 2019, this was reduced to \$4,836 after Pastor Julie Morris, a resident of Camarillo, was called. The remaining \$5,000 was reallocated to other requested items that had been cut, most notably the scholarships.

The reduced amount of \$4,836 was set aside for potential use in interviewing and relocating a new Child, Youth, and Family Minister, including related expenses. As it turns out, this reduced funding was also not required since a local person, Joe Zimmerly, was brought on to fulfill the role of CYF Minister.

In another development, the Make Bake Celebrate (MBC) team was unable to fund all of the requests they had received this autumn. The MBC team, with the backing of the Executive Board of the Church Council, reached out to the Legacy Giving Team to see if we could fund some of these items using the remaining \$4,836.

This meeting was held to consider the request from the MBC team.

Policies Related to Distributions from the Endowment Fund

The team members discussed our current policies related to distributions. We addressed the portions of the By-Laws that governed our distributions. We also reviewed our approved solicitation procedures as provided in Continuing Resolution 2016.1, which has since been included in a policy document:

Annual Solicitation of Endowment Fund Distribution Request from the Congregation

Section VIII of the Congregation By-Laws addresses the Endowment Fund. Under Chapter B of this Section, in a paragraph entitled Distribution of Income, the following statement is made: "The congregation may submit requests to the COMMITTEE each year for the distribution of the endowment fund income." The following provides a procedure for soliciting requests from the congregation: 1. The Legacy Giving Team shall place an annual announcement soliciting requests for distributions from the Endowment Fund in the March and April editions of the Grapevine as well as in the Sunday bulletins. 2. Distribution requests from the congregation will be submitted to the Church Office no later than April 30th of the year. 3. The Legacy Giving Team will consider these requests and provide distribution recommendations for review and approval by the Church Council at its June meeting.

It might be noted that the request for funding for the Call Committee did not follow this procedure. Instead, it was presented to the Legacy Giving Team by the Church Council as an emergency funding requirement under Section VIII, Chapter B of the By-Laws under the following provision:

Distribution of Principal

When in the opinion of the COMMITTEE, circumstances are so dire and of such an emergency nature that the future of the congregation is at stake, and that the only recourse seems to be the use of the FUND principal, the COMMITTEE may, upon two-thirds majority vote, recommend such authorizing action to the congregation.

The Legacy Giving Team approved the emergency distribution off cycle in December 2018, encumbering the 2019 distributions by the amount of \$9,836.

Discussion

The church finances are now in good shape. In the absence of an emergency funding requirement, the team members present at the meeting feel that the Legacy Giving Team has a fiduciary responsibility to abide by our standard operating policies. Otherwise, we believe that the integrity of our management of the Endowment Fund could be called into question. Therefore, we believe that no immediate action should be taken on any unfunded items from MBC requests.

We feel that the \$4,836 can be left in the budget to be reallocated, if necessary, by the Legacy Giving Team in its deliberations in April/May 2020. One potential area of reallocation may be to the Pastor's discretionary fund. The MBC unfunded requests can be submitted for consideration by the Legacy Giving Team in 2020 per our standard procedures. It is estimated that \$20,500 will be available for distribution in 2020.

Submitted by Rick Gardner, Chair