

First Christian Church of Louisburg, KS

MEMORIAL AND GIFT POLICY

PURPOSE: From time to time donations or gifts may be made in memoriam to honor deceased members of the church and their families. These donations, and also bequests as a part of a will or life insurance policy fall outside the First Christian Church's (FCC) normal budget process. This policy outlines how these gifts and bequests shall be administered.

POLICY INTENT:

FCC's general fund, daily operations, and physical church property are the responsibility of our members through regular tithes and giving. Special fund raising will at times be used to grow and improve our church home – as was accomplished in 2013 – or for program expansion and enhancement.

Memorials and gifts should be considered gifts to do God's work here on earth. Therefore, memorials and gifts shall remain separate from the funds designated for FCC administration, property improvements, and programming. They shall be used solely for outreach.

ADMINISTRATION OF POLICY:

For the purposes of this policy, memorial funds shall be placed in a "named" memorial account separate from FCC general budget accounts until the funds are disbursed.

The FCC Board – in consultation with the Trustees – shall decide how memorial and gift funds shall be used within the limitations set above in **POLICY INTENT**.

LARGE AND SMALL GIFTS:

For the purposes of the policy, a small gift shall be considered less than forty thousand dollars, and large gifts that amount or greater.

- **Small Gifts:** Trustees, in coordination with the Outreach Committee, shall establish specific goals for raising gift funds up to a certain amount. When that amount is reached the funds will be distributed for the agreed upon purpose, and then a new goal shall be set.
- **Large Gifts:** When a large gift is received the Outreach Committee shall prepare a recommendation for the board in the form of Christian outreach to serve others outside of our church family who are in need. The board shall have final approval as to how the funds are distributed as long as the use adheres to the **POLICY INTENT**. The Outreach Committee is encouraged to think large. Large gifts shall be distributed to do God's work as quickly as possible. Large gifts should not remain in accounts waiting for an even

larger amount to disburse. All bequests in the form of property other than cash shall be converted to cash as soon as practicable.

THIS POLICY supersedes all previous Memorial Policies.

JDK:05/13/2019