

NORTHEAST UNITED METHODIST CHURCH POLICY FOR HONORARIUMS, INSCRIPTIONS AND MEMORIAL GIFTS

POLICY: Northeast United Methodist Church acknowledges God as the Creator of the Universe and that all forms of property, whether private, corporate, or public are to be held in solemn trust and used responsibly for human good under the sovereignty of God. As Christians, we acknowledge that all real and personal property that we have is a gift from God and we are only temporary stewards. In view of this, Northeast United Methodist Church gratefully acknowledges and accepts both the gifts which have been given in the past and those which may be given in the future.

MONETARY GIFTS: Monetary gifts, whether in cash or by bequest or trust, designated for a particular purpose will be managed and accounted for in a good faith effort to ensure that the intent of the donor is carried out. The receipt of all honorary or memorial gifts will be acknowledged by the Pastor, Financial Secretary or designee. For large undesignated gifts, bequests, or trusts proposed or actually received, the Finance Committee Chairperson will ensure that the donor or the family of a deceased person is provided clear and unbiased information on the current and longer term needs of the Church, so that an informed decision can be made as to what designation, if any, they may wish to make. In the event that there is no designation for a monetary gift, the Finance Committee will make a recommendation to the Church Council for its use.

The more frequent smaller memorial gifts are to be accounted for by the Financial Secretary, including both the identification of the donor(s) and the person(s) being memorialized. In the absence of a designation, the Church Treasurer will contact the survivor(s) providing information on Church needs as appropriate to determine how they wish to designate the use of the gifts. In the event no designation results, or if there are no family survivors, the Finance Committee will provide the designation.

TANGIBLE GIFTS: Donations of tangible property, such as articles of furniture, musical instruments, or art work, or donations of real property must be approved by the Board of Trustees and may be declined. The Trustees may accept property with the understanding that it will be sold and the proceeds will be managed in accordance with the above paragraph on monetary gifts. If property is accepted, the Trustees or Church Treasurer will provide written acknowledgement for tax purposes, but the valuation of the item(s) for tax purposes is the responsibility of the donor. The location of such items within the Church or grounds will be determined by the Trustees in consultation with the Church Staff. Gifts of books or other library items must also be approved by the Church Staff and/or Church Librarian. If the acceptance or rejection of tangible property will have a substantial effect on the physical church property or its finances, the Trustees will bring a recommendation to the Church Council.

INSCRIPTIONS AND RECORDS: The Church continues to be grateful for past gifts that bear names. These gifts will remain as they are; however, from this date forward, tangible property gifts or items purchased with monetary gifts **will not be** inscribed or engraved with individual names. This does not preclude class titles. We acknowledge that all gifts are given to the glory and honor of God. A Book of Gifts will be maintained by the Financial Secretary in a public place containing a record of gifts.

GIFTS BECOME CHURCH PROPERTY: It is understood that any memorial or gift given to the church becomes church property, and that the donor has no weighted voice in the use of the gift. The church is under no obligation to maintain the gift beyond its normal usefulness. In the case that the gift is no longer functional or needs to be replaced, the church will attempt to notify the donor(s) to see if they would like to have the gift returned to them. Otherwise the church, as owner, will dispose of the item in the best expression of stewardship of resources (i.e. sell, give away, or dispose of).