

Plainfield United Methodist Church General Endowment Fund Policy

INTRODUCTION

The Plainfield United Methodist Church, 15114 S. Illinois St., Plainfield, IL 60544 (hereinafter “PUMC”) establishes an organized General Endowment Fund. The Objectives and Guidelines developed herein provide direction to prospective donors and their advisors when making gifts to PUMC.

PURPOSE

The purpose of this General Endowment Fund allows for members and friends of the church to make a charitable gift to PUMC that will become a permanent endowment of financial support. Charitable gifts are defined in the church’s Gift Acceptance Policy. These donations are to be considered long term investments and separate from pledged annual amounts to support the Operating Budget and Ministries of PUMC. These donations are considered to be non-memorial and will be accumulated with other donor gifts in this General Endowment Fund for purposes as noted within the policy.

SPECIAL BOARD

Finance Chair, Treasurer, Financial Secretary or Senior Pastor Authority. All prospective cash gifts or gifts of publicly traded securities shall be reviewed and may be accepted by any of the above. A gift confirmation letter will be sent to the donor(s).

Special Board. All other donations and gifts will be reviewed for acceptance by a “Special Board” consisting of the Administrative Council Chairperson, Trustees Chairperson, Finance Committee Chairperson and Endowment Trustees Chairperson along with the Senior Pastor. This Board shall be chaired by the Administrative Council Chairperson. The Senior Pastor shall be a non-voting member of the Board. In the event the gift has excessive expenses, unacceptable restrictions or other donation stipulations, the Special Board upon rejection will communicate such in writing to the donor(s). Donations and Gifts deemed acceptable will also be confirmed in writing to the donor(s).

DONATION DESIGNATION

Donations should follow PUMC’s adopted Gift Acceptance Policy. Donations must initially be a minimum amount of \$5,000 cash value. If necessary to meet the minimum, two donor (family) increments will be accepted if made in consecutive calendar years as approved by the Special Board. Once the initial donation of \$5000 is made, subsequent donations can be added in \$2500 increments or more.

In the event of a significant donation with restrictions, which the Special Board deems acceptable, a stand-alone Endowment may be established. This Trust or Endowment can be in the donor’s name or honor as approved. In the event such Trust or Endowment is approved, new guidelines must be established.

If a donor requires assistance in estate planning, a list of estate planning professionals is available at the church office.

TRUST INVESTMENTS

All General Endowment Funds are to be invested in accordance with PUMC's existing "Statement of Investment Policy, Objectives and Guidelines." Income, Capital gains or other equity distributions are to be retained in the General Endowment Fund. As with all PUMC investments, the Endowment Trustees are responsible for oversight of these funds. A copy of the "Statement of Investment Policy" is available to donors upon request.

ENDOWMENT TRUSTEES

PUMC Endowment Trustees shall exercise their responsibilities and duties as defined by the Administrative Council. While managing General Endowment Funds, Trustees shall also:

- a. Be fiscal agents for the General Endowment Fund.
- b. Invest all funds in compliance with PUMC's "Statement of Investment Policy Objectives and Guidelines."
- c. Maintain a complete accounting of all investments and capital of the General Endowment Fund, income, expenses and distributions.
- d. Maintain a CONFIDENTIAL LIST of donors, donations, addresses and dates as noted elsewhere in these guidelines. Said list will be made available to the Senior Pastor or such other person designated by the Pastor.
- e. Provide information encouraging gifts to this Fund.
- f. Funds from other Endowment or Trust Investments shall not be co-mingled.

DISTRIBUTIONS

With direction and approval by PUMC's Administrative Council, partial liquidation of the General Endowment Funds can be made on an annual basis for purposes to support the Church Operating budget or designated project that supports the ministries for PUMC. This annual liquidation can be made anytime within the calendar year and shall not exceed 4.0% of the General Endowment Fund total value for the previous December 31.

AUDIT

The Endowment Committee of the Church shall be responsible for conducting an annual audit or on as needed basis in conjunction with the Finance Committee recommendations. The cost of said audit shall be paid from the Fund. The findings and recommendations of the audit shall be reviewed by the Endowment Trustees, Finance Committee and Administrative Council.

LIABILITY

In the absence of gross negligence or fraud, no member of the Administrative Council, the Endowment Trustees, Finance Committee or Board of Trustees shall be personally liable for any action taken or omission made with respect to the Fund.

SEVERABILITY

If any provisions or any application of any provisions of this policy shall be held or deemed to be illegal, inoperative, or unenforceable, the same shall not affect any other provisions or any applications of any provisions herein contained or render the same invalid, inoperative or unenforceable.

AMENDMENT

The covenants of this General Endowment Fund may be amended by a three-fourths (3/4) favorable vote of an All Church Conference with a minimum of ten percent (10%) of the members of the congregation present.

APPROVAL

This General Endowment Fund Policy is hereby developed with the original guidelines and objectives contained herein as of date noted.

This document ratified by Plainfield United Methodist Church Administrative Council this 25th day of November 2012.