

Building Relationships with People in Christ

BRPC Endowment Fund Guidelines

1. Mission Statement for the Endowment Fund

It is the mission of Blue Ridge Presbyterian Church (“BRPC”) to glorify God, nurture wholeness, and enfold all people in a spirit of Christ's love. With this as our mission, we wish to encourage the Christian stewardship of accumulated and inherited resources which we have received through the grace of God.

In order to accomplish the mission of BRPC and be faithful stewards of our financial resources, the Blue Ridge Presbyterian Church Endowment Fund (hereinafter called the Endowment Fund) is hereby established to encourage, accept and administer gifts received and to be received. It is the purpose of the Endowment Fund to enhance the ministry and mission of BRPC above and beyond the general operation of the annual program and administrative budget. The Endowment Committee of BRPC will report the status of the Endowment Fund to the session on an annual basis.

All of us are indebted to the past; to those who precede us. We drink from wells we have not dug. We enjoy liberties we have not won. We share a faith whose foundations we have not laid. At the same time, we are seeds of the future for those who succeed us. We dream and envision and set things in motion. The fruition of our decisions will be known only to others whom we will not meet. We are called to partner in faith with those who have gone before us and to offer the best that we have to give to those who will follow. The people of Blue Ridge Presbyterian Church wish to honor that faithful stewardship, and also provide for the future, by establishing a way to support the work of Christ in the world through bequests to the church in wills, charitable trusts, gift annuities, life insurance, and the transfer of property, cash, stocks and bonds, real estate and collectibles, thereby sharing God's blessings as we are able.

2. The Endowment Fund Committee

The Endowment Committee shall exist as a standing committee of the Session of BRPC. Upon the adoption of the Endowment Policy by the Session of BRPC, the Session will select two of its active members to serve on the Endowment Committee, and elect one of them as chairperson. The Session will recruit three active members of BRPC to also serve on the Endowment Committee, for a total committee membership of five (5). Members of the Endowment Committee, except for the chairperson as outlined below, shall not be limited to the length of time they may serve on the Endowment Committee, provided they continue to be active members and are not otherwise prohibited from serving by other provisions as set out herein.

The chairperson of the Endowment Committee elected by the Session of BRPC shall serve for a term of two years. After a lapse of two years, previously serving chairpersons can again be elected to the position for another two- year period. At no time shall a chairperson serve consecutive two -year terms. The chairperson will be responsible for the records of the Endowment Committee, including maintaining a record of all gifts to the Endowment Fund, as well as the donor; the value (initial and current) of the gift; the date the gift was received, and the type of gift, i.e., bequest via will, annuities, life insurance, memorials, special gifts, and various types of property; as well as any formal expression by the donor of the use to which the gift may be designated.

The Endowment Committee shall meet at least quarterly, or when called by the chairperson as necessary. The Endowment Committee will provide status reports of all gifts, income derived therefrom, and expenditures to the Finance Committee quarterly, or when otherwise requested by the Finance Committee of BRPC.

Members of the Endowment Committee shall not be liable for any losses which may be incurred upon the investments of the assets of the BRPC Endowment Fund except to the extent such losses shall have been caused by bad faith or gross negligence. No member shall be held personally liable as long as they act in good faith and with ordinary prudence. Each member shall be liable only for his or her own willful misconduct or omissions, and shall not be liable for the acts or omissions of any other member. No member shall engage in any self-dealing or transactions with the Endowment Fund in which the member has direct or indirect financial interest (unless specifically authorized by the Session of BRPC), and shall at all times refrain from any conduct in which his or her personal interest would conflict with the interests of the Endowment Fund or BRPC.

The Treasurer and Financial Secretary of BRPC shall act as treasurer and financial secretary, respectively, for the Endowment Fund.

All members of the Endowment Committee shall be responsible for taking the opportunity to encourage church members to support God's work in the world by considering a gift to the Endowment Fund to extend their Christian stewardship in perpetuity. Endowment Committee members can emphasize the value of a will and estate plan, and how this can be facilitated by the Presbyterian Foundation.

3. Management of the Endowment Fund

The Endowment Fund shall consist of gifts received by the Endowment Committee from anyone wishing to provide a gift to BRPC with the intent that it be invested to generate income for the future ministries of BRPC. Gifts may be in the form of cash, securities and other financial instruments, or real property received as a bequest or special gift, but not those received as part of regular church operations, approved special drives, or annual pledged giving. The Endowment Committee, however, shall retain the right to refuse any gift designated for purposes

deemed to be outside of the mission of BRPC or not in the best interests of BRPC, or the Presbyterian Church (U.S.A.).

Unless anonymity is requested, the donor or his or her survivor will be acknowledged as the Endowment Committee and the Session see fit. All donors will receive a letter from the Endowment Committee chairperson thanking them for their gift.

Investment of gifts received will be administered by the Presbyterian Foundation on behalf of the Endowment Committee. The Endowment Committee will be responsible for carefully reviewing reports produced by the Presbyterian Foundation, tracking the status of BRPC's portfolio, and consulting with representatives of the Presbyterian Foundation for advice and recommendations to best direct investment strategies for BRPC. Gifts to the Endowment Fund other than cash will be converted to cash as soon as practicable before being transferred to the Presbyterian Foundation for investment. The choice of the Presbyterian Foundation as administrator for BRPC notwithstanding, a donor may use any provider they choose in putting together a planned gift.

It is the intent that *income* from investments administered by the Presbyterian Foundation, *not any of the principal*, will be made available on call by the Endowment Committee for distribution as set out herein. To embrace the spirit of tithing, the Endowment Committee will strive to make at least 10% of the prior year income from investments, dividends and capital appreciation available for distribution each year, whenever that amount is equal to or greater than \$1,000.00.

Funds from income eligible for distribution may be requested by any member of BRPC, or committee or group thereof, or individuals and organizations in the greater community. Funding will be awarded upon the recommendation of the Endowment Committee, with the approval of the Session of BRPC, subject to availability of sufficient funds. No distribution from the Endowment Fund shall be approved for the general operating expenses of BRPC, unless the session determines that extraordinary circumstances warrant doing so. Some or all of the principal of the Endowment Fund may be disbursed only if the Session makes such a determination and such decision is approved by a majority of those present at a stated or called congregational meeting.

The Endowment Committee will report the value of gifts received in the prior calendar year by the Endowment Fund, as well as any investment income, asset appreciation or depreciation and distributions to the Finance Committee promptly after receiving the year-end statement of accounts from the Presbyterian Foundation. In addition, the records of the Endowment Fund may be reviewed at any time upon recommendation of the Session of BRPC, or on a regular basis as may be established by the Session. The expense of such reviews shall be borne by the general fund until such time as the Endowment Fund is sufficiently established to be able to do

so from its own funds, as determined by the Financial Secretary after a review of the Endowment Committee's books.

4. Additional Provisions

The provisions for the Blue Ridge Presbyterian Church Endowment Fund set out herein replace the provisions in the Blue Ridge Presbyterian Church Special Gifts and Endowment Plan established May 1, 1984 (and any amendments thereto), and hereinafter solely constitute the Endowment Policy of BRPC.

The Endowment Policy is subject to amendment by the same procedures required to amend the bylaws of BRPC that shall be in effect at the time an amendment is proposed.

If at any time BRPC merges or consolidates with another church, the provisions of the Endowment Policy herein established shall be operative exclusively in regards to the administration of any endowed funds transferred to the surviving merged or consolidated church entity. Any subsequent amendment to the Endowment Policy herein established by the surviving merged or consolidated church's governing body must consider the investment objectives, distribution procedures, and donor restrictions in this Policy.

In the event of the dissolution of BRPC, the Presbytery of jurisdiction shall be entitled to any endowed funds, and endeavor to administer them in a manner as consistent as possible with BRPC's policy to the furtherance of the mission of the Presbytery.