

BYLAWS for the TRINITY LUTHERAN CHURCH
CONGREGATIONAL ENDOWMENT FUND

*“As each has received a gift, employ it for one another,
as good stewards of God’s varied grace.” 1 Peter 1:10*

I
NAME

This congregation shall have a Congregational Fund. The Fund shall be called the Trinity Lutheran Church Congregational Endowment Fund and is one of the funds of this congregation.

II
PURPOSES

A. The TRINITY LUTHERAN CHURCH CONGREGATIONAL ENDOWMENT FUND will receive and administer funds from testamentary gifts, memorials, bequests, or other sources designated for the Trinity Lutheran Church Congregational Endowment Fund. All funds received by and for the CONGREGATIONAL ENDOWMENT FUND shall be kept separate from other funds of TRINITY LUTHERAN CHURCH and shall not be used for normal operating expenses or general operating budgetary items of the congregation or church.

B. Distributions from the CONGREGATIONAL ENDOWMENT FUND shall be used for Christian purposes as approved and administered by the Endowment Fund Committee either directly or by contributions to organizations duly organized and operated to carry on religious activities or purposes, including but not limited to:

1. Special ministries in Christian education within the congregation and extending to other Lutheran congregations.
2. Support of the outreach ministries of the Congregation as well as other programs of the EVANGELICAL LUTHERAN CHURCH IN AMERICA including missionary activities.
3. Scholarships and/or loans to students attending institutions of higher learning.
4. Emergency assistance to provide grants and/or loans to those in need.
5. Specific Christian purposes designated by the donor as appropriate to the administration and use of the CONGREGATIONAL ENDOWMENT FUND.

III THE COMMITTEE

- A. The TRINITY LUTHERAN CHURCH CONGREGATIONAL ENDOWMENT FUND shall be administered by a TRINITY LUTHERAN CHURCH ENDOWMENT FUND COMMITTEE (the "Committee") consisting of five (5) members, all of whom shall be voting members of TRINITY LUTHERAN CHURCH. Except as herein limited, the term of each member shall be three (3) years. After the adoption of this resolution, the congregation shall elect five (5) members to the Committee as follows: two (2) for a term of three (3) years, two (2) for a term of two (2) years, and one (1) for a term of one (1) year. Thereafter at each annual meeting of the congregation, the congregation shall elect the necessary number of members for a term of three (3) years. Committee members may serve for a total of two (2) consecutive terms before taking a minimum of one (1) year leave.
- B. The Committee members shall be nominated and elected in the same manner as the congregation elects members to its Church Council.
- C. In the event of vacancy on the Committee, the remaining Committee members shall elect by majority vote of a quorum thereof a member to fill the vacancy until the next annual meeting of the congregation, at which time the congregation shall ratify the selection of the Committee, or elect a member to fill the vacancy.
- D. A quorum shall consist of three (3) members. The affirmative vote of a majority of the quorum present shall carry a motion or resolution.
- E. The Committee shall elect from its membership a Chairperson, a Vice-Chairperson, a Treasurer, and a Secretary.
- F. The Committee shall meet at least once a calendar quarter at a time determined by the Committee. The Committee, when it deems it unnecessary, shall by resolution cancel a meeting. Special meetings of the Committee may be called on a 24-hour notice to members of the Committee by the Chairperson or any two (2) of its members.
- G. Minutes of Committee meetings shall be maintained and submitted to the Council.
- H. Members of the Committee shall not receive monetary compensation for their services, but shall be reimbursed from the Endowment for any actual or necessary out-of-pocket expenses incurred in the administration of the CONGREGATIONAL ENDOWMENT FUND, upon presentation and acceptance of appropriate receipts or other proof therefore.

IV
DUTIES AND POWERS OF THE COMMITTEE

A. The Committee shall manage the Endowment assets and apply distribution policies in accordance of the Uniform Prudent Management of Institutional Funds Act (UPMIFA), as approved by Washington State on May 11, 2009, and any future Endowment governance requirements approved by the State of Washington.

B. The Committee shall investigate ways in which funds can be invested safely and productively and shall have authority to seek professional counseling or assistance on and with regard to any such investments, legal matters or any other matter it deems necessary for the best interest of the CONGREGATIONAL ENDOWMENT FUND. Investment in the ELCA Endowment Fund Pooled Trust – Fund A or similar diversified investment strategy meets these criteria.

C. The Committee regularly communicates to the congregation how the Endowment can expand ministries along with opportunities for individuals to financially support the endowment. The Committee may consider accepting estate gifting strategies, such as bequests, a qualified asset beneficiary designation, charitable life insurance, charitable gift annuity, charitable remainder annuity trust (CRAT), charitable remainder unitrust (CRUT), testamentary charitable remainder trust and charitable life estates.

D. The Committee shall be under no obligation to accept gifts, bequests, memorials or other monies which, in the Committee’s judgment, do not serve the best interests of the CONGREGATIONAL ENDOWMENT FUND; its Christian purposes; or which are deemed to be unreasonably burdensome as to administration or the restrictions associated with same.

E. The Committee shall recommend to the Congregation at its November, December or January annual meeting a percent allocation for the upcoming year’s distributions allocated to the main distribution categories described in Section II above. Consideration should be given to funding an emergency needs allocation.

F. The committee may approve total annual distributions of up to four percent (4%) of the Endowment’s capital, except if the directives and restrictions of an accepted gift or bequest require a distribution greater than this limitation. The total calendar year amount available for distribution is an average of the most recent five-year Endowment fund values as of December 31 prior to the year of distribution. As an example, to determine the total amount available for distribution during 2018, the average Endowment fund market value on 12/31/2013, 12/31/2014, 12/31/2015, 12/31/2016 and 12/31/2017 determines the market value to apply the distribution percentage calculation. Money allocated, but not distributed, may be distributed in a future year.

G. Any distributions from the CONGREGATIONAL ENDOWMENT FUND shall be subject to and may be restricted by the provisions of any document of intent, testamentary or otherwise, from the donor of specific funds as accepted by the Committee.

H. Members of the congregation may make written suggestions regarding distribution of the CONGREGATIONAL ENDOWMENT FUND to the Committee at least thirty (30) days in advance of the annual meeting. Additionally, any Trinity Congregation member may make written suggestions or requests for emergency distribution(s), or other such suggestions or requests, of and from the Fund at any time and within the budgetary requirements and constraints for the period in question.

I. The Committee shall be under no obligation to distribute funds from the CONGREGATIONAL ENDOWMENT FUND, except as determined by the Committee in accordance with the provisions of this resolution.

J. All necessary disbursement by check or otherwise of the CONGREGATIONAL ENDOWMENT FUND, whether for distribution in accordance with its purposes or for necessary expenses, shall be signed by both the Chairperson and the Treasurer of the Committee after required approval is received from the Committee. All accountings, reports, custodian statements, or other similar account information shall be distributed to the Committee members. No check, disbursement, withdrawal or other reduction from or of the CONGREGATIONAL ENDOWMENT FUND shall be attempted, facilitated or completed without prior full approval of a majority of the quorum of the Committee members. All minutes shall reflect any and all dissenting opinions of any Committee member with regard to any such disbursement, check, withdrawal or other reduction of or from the CONGREGATIONAL ENDOWMENT FUND as requested thereby. Further, any Committee member shall have the irrevocable right to have any letter, comment or other written dissent or concern generated and delivered thereby placed into the permanent records of the CONGREGATIONAL ENDOWMENT FUND, or Trinity Lutheran Church as appropriate, with regard to any investment, distribution or other matter related to the CONGREGATIONAL ENDOWMENT FUND.

K. The Committee shall maintain accurate records of all income, expenses and distributions of or from the CONGREGATIONAL ENDOWMENT FUND and shall prepare an annual report of such. The annual report of the CONGREGATIONAL ENDOWMENT FUND shall be presented to the congregation at the annual meeting thereof.

L. The records of the CONGREGATIONAL ENDOWMENT FUND shall be audited annually by the auditing committee of the church.

M. The Committee shall honor and comply with any request, set forth in writing, of any Donor to the CONGREGATIONAL ENDOWMENT FUND of confidentiality of the identity of the Donor, amount donated thereby, or any other appropriate request. Such information shall not be related or disclosed in any fashion or form for any reason to any person or entity other than the Committee members, the Senior Pastor of Trinity Lutheran Church and the President of the Church Council, all of whom shall maintain such confidentiality.

N. No member of the CONGREGATIONAL ENDOWMENT FUND Committee shall engage in self-dealing in the administration of the CONGREGATIONAL ENDOWMENT FUND, the investment of distributions of the funds thereof, or otherwise in relation thereto. Members of the Committee shall not be liable or responsible in any fashion for any losses or detriment to the CONGREGATIONAL ENDOWMENT FUND which may be incurred or suffered except to the extent which such losses are caused by bad faith or intentional misconduct of the Committee members. Further, any such liability or responsibility that may attach as a result of the act or omission of any particular member of the Committee shall not attach to or create liability or responsibility for any other member of the Committee who has not joined in or contributed to any such act of bad faith or intentional misconduct. Committee members shall only be responsible for reasonable inquiry into the matters of the CONGREGATIONAL ENDOWMENT FUND as determined by the status, position, knowledge and abilities thereof.

V
AMENDMENT DISSOLUTION

A. The CONGREGATIONAL ENDOWMENT FUND by laws may be amended or modified and the CONGREGATIONAL ENDOWMENT FUND may be dissolved by majority vote of the congregation present at the annual meeting or at a special meeting specifically called and noticed for the purpose of amendment or dissolution. PROVIDED, HOWEVER, that any such amendment, modification or dissolution may not contravene, alter or defeat any specific designation or intent of any donor/contributor to the CONGREGATIONAL ENDOWMENT FUND, as may be applicable.

B. In the event that the CONGREGATIONAL ENDOWMENT FUND is dissolved, or in the event that Trinity Lutheran Church is closed, disbanded, dissolved or otherwise terminated, the remaining funds shall be distributed to such Christian Lutheran funds, committees, organizations, churches or entities as the COMMITTEE shall recommend that will use and hold such fund monies for the purposes set forth in Section II(A) of this Resolution; PROVIDED HOWEVER, that any such recommendation and planned distribution shall be subject to approval by the majority vote of a quorum of the Congregation present at any meeting for that purpose.

VI
PERPETUAL COMMITTEE EXISTENCE

A. So long as there is any principal or interest or income in any amount whatsoever remaining or existing in the ENDOWMENT FUND, there shall be established and existing a CONGREGATIONAL ENDOWMENT FUND COMMITTEE as provided for herein.

VII
DISPOSITION OF GENERAL TESTAMENTARY GIFTS

A. In the event that a gift, bequest, other benevolent distribution is made or directed to TRINITY LUTHERAN CHURCH from any will, trust or other testamentary document wherein there is no direction, instruction or indication as to whether same should be allocated to the Trinity Lutheran Church Congregational Endowment Fund or otherwise; then, in that event such gift, bequest, or benevolent distribution shall be allocated and distributed by the Council of Trinity Lutheran Church, or its assigns or successors.

ADOPTED this _____ day of _____, 2018.

TRINITY LUTHERAN CHURCH

Church Council Secretary signature

Print Name