

Fiduciary Responsibilities

The Board delegates financial management to the Senior Minister in Board Policy 2.4 Care for Material Resources, and provides financial oversight as part of the Board's monitoring responsibilities.

Throughout the Board year, the Senior Minister provides quarterly financial reports, culminating in an annual report with end-of-year financials.

In October of each year, the Senior Minister presents a draft budget to the Board for affirmation. This budget is then shared with the Congregation for questions and input, before being presented for a vote of approval at the December congregational meeting.

Board Policy 2.4 addresses financial and HR internal and external reviews. Each year, the Senior Minister is responsible for initiating a review of the financial records and processes, and HR policies, practices, and procedures to ensure we are protecting the health of the organization. At least once every 3 years this review is done by external qualified professionals. The Senior Minister provides the Board with the review reports.

The Board is responsible for initiating any capital campaign, after which the campaign itself will be run by the staff as determined by the Senior Minister. Capital campaigns are used for building projects, paying down debt, purchasing land, or expensive equipment purchases such as solar panels or audio equipment.

Some fiduciary responsibility is reserved for the Congregation: calling and dismissing called ministers, amending the Bylaws and approving the annual budget, decisions regarding church property, and dissolution of the church.

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