

Policy 444 Ministry and Mission Endowment Fund Policy

formerly known as Jefferson Street Fund

I. Introduction. The endowment fund was seeded with \$775,000 from the sale of the Jefferson Street Apartments in February 2020.

The two adjacent houses at 659 and 661 Jefferson Street were originally purchased by First Christian Church in 1989. The original intent was to use the property to accommodate church growth at our downtown location. After the purchase, city code was changed to require that permitted parking about the church property. The two houses were located near the church but were not connected to the church property.

Once the mortgage was paid, the buildings became a source of rental income for the general fund. The Church Board evaluated the mission, relevant financials, and the future of the buildings. At a subsequent congregational meeting, the general consensus was that a potential sale of the properties would be considered if the sale resulted in appropriate income and, ideally, the use of the buildings would serve unmet needs of the community.

In lieu of placing the buildings on the open market, the board authorized the Jefferson Street Action Team (JSAT) to engage several mission-based organizations about potential purchase of the buildings. Milestones Family Recovery, Inc. emerged as a buyer. Milestones' mission is to provide comprehensive, effective, chemical dependency treatment in a family-oriented environment. They currently operate several residential treatment and transitional housing facilities in the Corvallis area. They have provided substance abuse treatment for lower income individuals for over 30 years.

An ad hoc committee convened to consider the use of funds to develop the guidelines and governance of the proceeds. The decision was made to use the fund to support current and future ministry and mission at First Christian Church, Corvallis (FCC).

II. Purpose: The quarterly distributions from the Mission & Ministry Fund held at the Christian Church Foundation (CCF) are to be used to support the General Fund of FCC, to aid in maintaining ongoing staffing and necessary expenses related to serving our community, and to grow the ministry of the church. The fund is not intended to compete with the regular annual giving of members nor to diminish the opportunities for responsible stewardship by present or future members. The church will receive a quarterly distribution amount. (CCF will recommend the annual percentage to be distributed.) Distributions over and above those needed for the General Fund will be used to support mission and ministry projects within the church and local community as determined by the Finance and Program Cabinets and approved by the Board.

III. Types of Gifts to the Ministry and Mission Endowment Fund. Although initially seeded from the sale of property, additional gifts can be made to this fund in a variety of forms, including stocks, bonds, real estate, tangible property, and cash. Gifts received in any form other than cash will be converted to cash at its fair market value as soon as is practical. All gifts designated for this endowment fund will be spent in accordance with this policy. Unrestricted bequests and restricted gifts will follow other church policies such as the Permanent Fund Policy.

IV. Fund Distributions. The purpose of this endowment fund includes providing flexibility for expanding the ministry of FCC. Therefore, the usual pattern will be to take the CCF recommended percentage quarterly distribution for the fund(s) in which the money is invested. However, when special opportunities present themselves, the board can vote to take up to a 7% total annual distribution (including the CCF recommended percentage) no more than once every three years. Additionally, with congregational approval, up to \$100,000 (not to exceed 10%) of the principal can be withdrawn to support new ministries.

The first \$35,000 of the distribution each year will be used to support the current ministries of the church unless the general fund does not require that amount. The money from the distribution available over \$35,000 will be placed in a ministry and mission distribution sub-fund and be available for church mission and ministry projects. To access these funds or to request a greater distribution, church committees/cabinets/members will write a brief proposal that will go to the Program Cabinet for consideration and possible modification. Once the Program Cabinet approves a proposal it will be sent to the Finance Cabinet for discussion and approval. Finance Cabinet will be charged with writing an impact statement if the proposal requires an additional percentage distribution or principal be withdrawn from the endowment. Once that is done it will require Board approval as a new ministry or mission. If the proposal requires a principal withdrawal, the Board approved plan will be presented to the Congregation for a vote.

V. Impact Statement. Proposals for disbursement of funds to benefit areas other than the General Fund require an "Impact Statement." Simply put, the "Impact Statement" is a description of the expected benefits and costs that will accrue from the disbursement. Note: whenever the disbursement is larger than that suggested by the annual percentage recommended by the CCF (Section II), it is particularly important that the Impact Statement contain an estimate of the impact to the balance of the fund and future annual withdrawals. The surplus/deficit of the General Fund should also be addressed by the impact statement.

VI. Amending Procedures: Amendments and changes to this policy must be recommended to the Board by the Finance and Program Cabinets. The Board will make a final recommendation to amend, change or abolish this policy to an official business meeting of the congregation. Passage of the Board's

recommendation at an official congregation business meeting requires a 2/3 affirmative vote of the members present and voting on such action. Written notice of the proposed action shall be announced at all regular Sunday services and also announced in two (2) consecutive issues of the Church newsletter at least two (2) weeks prior to the meeting.

VII. Termination. In the event that the First Christian Church of Corvallis, Oregon, should terminate its ministry or ceases to be affiliated with the Christian Church (Disciples of Christ), the assets of the Mission and Ministry Endowment Fund shall be transferred to the Christian Church Foundation, an agency of the Christian Church (Disciples of Christ).

Recommended by the Ministry and Mission Endowment Fund Committee, 11/21/2021

Approved by the Board, 1/13/2022

Adopted by the Congregation, 1/23/2022