

## **Shepherd of the Hills' *Alive in the Spirit* Endowment Expenditure Guidelines**

A sub-committee appointed by the Administrative Board is responsible for considering how endowment money, if any, should be spent and recommending action to the Administrative Board for approval.

**Sub-committee membership:** Normally, a current Administrative Board member will serve as chairman for this sub-committee. This should be a board member with some experience at Shepherd of the Hills.

Three to four other members of the congregation will be recruited to help with this effort.

Each member will serve for a one-year period, to cover the May and November meeting cycle. Individuals may serve for a total of three years in succession.

**Frequency of meetings:** Semi-annually in May and November, and as needed for any interim endowment considerations.

**Process for gathering recommendations:** An endowment expenditure form should be completed and sent to the sub-committee. This form will describe in broad terms the criteria for endowment expenditures and request how the application meets those criteria.

**Endowment criteria:** These are guiding principles for the endowment sub-committee to follow when reviewing potential endowment expenditures:

The *Alive in the Spirit* endowment program exists to serve the long-term continuation of Shepherd of the Hills ministry.

Endowment expenditures are distinguished from on-going operational expenditures, which should be budgeted and approved at the annual voters meeting of all adult congregational members. As such, endowment expenditures are often characterized as:

- As a one-time expense
- Perhaps designated as “seed money” for some new church undertaking or project

To reinforce the previous restriction, endowment expenditures **should not** be used:

- For debt repayment, or
- In support of an on-going operational expense

The *Alive in the Spirit* fund is sub-divided into a variety of areas, arising out of expressed gifts by donors. Some of these areas require definition in order that the sub-committee may better determine whether a proposed expenditure can be supported by one of these sub-accounts. Here are the current areas:

October 27, 2010

**Undesignated:** This money is available for any expenditure which meets the broadest criteria of endowment expense.

**Mission:** This is for expanding Shepherd of the Hills' opportunity to serve Christ outside of our church and around the world.

**Christian Scholarship:** This money is for members who may wish to pursue church-worker studies at an LCMS synodical school.

**Land & Building Development:** This is for expenditures for the Shepherd of the Hills church and/or a satellite campus.

**Christian Art:** This is for a variety of art to beautify Shepherd of the Hills, in honor and service to our Lord.

**Music Ministry:** This may be used as seed money for music programs or equipment for our church.

**Organ:** This money is specifically set aside for the future replacement of the church's organ.

**Worship Furnishings:** Money in this category could be used for communion ware, stoles, altar paraments and other such matters pertaining to organized worship.