

Kirk of Kildaire, Presbyterian

Policy Guide for Memorial Gifts, Designated Gifts, and other Special Offerings

Purpose

The policy guide is to provide a uniform basis for consideration by all organizations within the Kirk on how memorial gifts, designated gifts, and other special offerings should be managed.

Memorial Giving

Memorial giving is an effective way to remember those who have made significant contributions to the growth and development of God's church at the Kirk and can be used to encourage responsible stewardship of monetary and "in kind" gifts for the development and expansion of Christian stewardship in the Kirk family.

These gifts can be given in remembrance of a loved one for an item of permanence such as capital expenditures for the physical assets of the church or for projects such as scholarship funding, program development, professional staff development, seminar programs (i.e. marriage enrichment) and for support of particular classes and programs of the church.

Undesignated memorial gifts for any individual which total less than \$500 will be placed in a general memorial fund which will be expended for purposes determined by the Session upon the recommendation of the Memorials Committee, a subcommittee of the Worship Committee.

In all instances, it is the responsibility of the Session or its delegated group to review and accept the memorial gift through the application process. If the gift is for an item or purpose which is not in agreement with the overall mission of the Kirk, the donor should be contacted and advised of this situation and urged to support another recommended program.

Special Offerings

It is the responsibility of the Session to order special offerings which must be distributed to the purpose for which they were gathered.

Designated Gifts

Gifts designated for purposes not specifically authorized by the Session should be reviewed and accepted in accordance with the principle set forth above for memorial gifts.

Gifts designated for use by a particular organization within the church will be expended per the donors request. Resulting changes in the budget will be approved by the Session.

August 1996

ADENDUM from Session Minutes, June 1999

Memorials Committee: Virginia Anthony reported on the actions of the committee and requested input for the session concerning the appropriate recognition of gifts. Motion: That public recognition be given, if requested, to memorialize or honor loved ones and friends for cumulative donations of \$2000 or more. Plaques shall bear the name of the person memorialized or honored only. A listing of donors who would like to be recognized will be placed in the memorials book. The motion was seconded and approved. Motion: that if a pew is donated, and recognition is requested, small brass nameplates may be installed in the upper left hand side of the pew about the hymnbook rack. The plaque will read "In memory of _____ or In honor of _____." The motion was seconded and approved.