

Minister's Discretionary Fund Policy
Adopted May 10, 2005

The Minister's Discretionary Fund will be used, at the discretion of the minister, for needs as they arise, generally for individuals and families within the congregation and/or community.

Disbursements can be made from the fund in one of two ways: The bookkeeper can write a check directly from the fund to the recipient at the minister's discretion. Or the minister can submit to the bookkeeper a request for reimbursement from the fund in the event that s/he has paid funds directly out of her/his personal funds. In every event, the minister and the bookkeeper will do their utmost to protect the confidentiality of the recipient.

When the minister has cause to pay from personal funds and to seek reimbursement from the church, the minister will keep a private list of recipients for auditing purposes, if so required by law. The minister will give an annual accounting to the Board of the general purposes for which the funds have been spent throughout the church year. The minister will make public requests for donations as the fund decreases.