

# We Want You!

“BYLAWS BITS” — NOVEMBER 2015

This article and the preceding two share specific draft language proposed for inclusion in revised bylaws to be presented for approval at congregational meetings.

We have been seeking your ideas, and other comments. Here you have an opportunity for wordsmithing. It's all in an effort to ultimately propose the best bylaw provisions possible.

We were elated with your responses to the language included in the **Who Are We?** article last month. Comments received enhance the brevity and clarity of the draft bylaws section. We hope that such sharing continues with the following proposed draft language regarding the Board of Trustees.



## Board of Trustees

**Purpose:** The Board of Trustees provides oversight of the management, investment and disbursement of the Endowment with the goal of utilizing the funds in the best interest of First Church and in accordance with the donor's written intentions (Donor's Intentions), preserving capital and maximizing investment growth in support of its needs and the goals of First Church.

**Roles and Duties:** To further its purpose, and not in limitation of its actions, the Board of Trustees shall have the following roles and duties:

- 1.** Develop and maintain a Charter (Trustees' Charter) to define the responsibilities of its members to fulfill the mission of First Church.
- 2.** Develop and maintain an Investment Policy Statement (IPS) to establish investment guidelines and expectations.
- 3.** Assure investment of the Endowment Funds, in a fashion consistent with the IPS, which in the Trustees' discretion takes into account the Donor's Intentions, income, preservation of capital, and the goals of First Church.

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4. Oversee receipt of all suitable endowment gifts, bequests and the like—whether restricted or unrestricted—given to First Church, and decide whether such funds should be added to the Endowment or accounted for separately, in accordance with the Donor’s Intentions.
5. Oversee disbursement of monies from the Endowment in accordance with these Bylaws and the Trustees’ Charter and with an affirmative vote of the majority of the Board of Trustees pursuant to the Donor’s Intentions, a request from the Finance Office, or the Executive Board. In the event of a conflict between these Bylaws and the Trustees’ Charter, these Bylaws shall prevail.
6. Report to the First Church congregation at least once each calendar year in First Church’s Annual Report and at its Annual Financial Meeting.

**Authority:** The Board of Trustees has ultimate authority over the receipt, acceptance, investment and dispersal of Endowment Funds, acting in accordance with the best interest and goals of First Church; provided, however, that in the event that the Finance Office, the Executive Board and the Board of Trustees do not all agree with respect to any role, duty or decision of the Board of Trustees, a congregational vote will be taken to determine how to proceed.

**Accountability:** The Board of Trustees is accountable to the First Church congregation.

**Membership:** The Board of Trustees shall be composed of a minimum of five (5) members, including the Chairperson. The Chairperson shall be elected by the First Church congregation at its Annual Meeting. The remaining members shall be elected by the Executive Board. Service shall be in staggered five-year terms so that, to the extent possible, no more than one-third of the members are replaced in any given year. Members may serve two (2) consecutive full five-year terms and are ineligible to serve again for one full year.

The Committee—**Tina Balmer, Amber Bird, John Davis, Anton Hertle and Steve Soderberg**—encourages any First Church member to share his or her views regarding updating the bylaws. This can be done by mail, email, or notes to the Committee delivered to any Committee member, the Board chairperson, the chairperson of the Research and Long-Range Planning Committee (R&LRP), or the senior minister. Notes to the Committee may also be dropped off with the church receptionist, for the R&LRP mailbox. For your convenience, the current First Church Bylaws are posted on the Church website and are also available in the Church Library.