

Board of Trustees

What is the Biblical basis for this committee?

- See Exodus 26, 35-39

What is its primary purpose?

- Responsible for the property assets of the congregation, including long-term financial investments
 - Good stewardship and prudence dictate that all physical property should be well maintained to create a welcoming, safe, and hospitable environment.
 - Legal interface to secular society.
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How is the committee organized? Are there Discipline requirements?

- Members are elected by the Charge Conference
 - Committee is composed of not fewer than 3 or more than nine persons, at least 1/3 women and 1/3 men. All trustees shall be of legal age and at least 2/3 shall be professing members of the United Methodist Church
 - In the case of a multi-point charge equal representation from each church is required.
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What are the specific duties/responsibilities of the committee and its members?

- Take responsibility, with the pastor, for the use of all property, buildings, and grounds.
- Maintain adequate insurance coverage on all property and develop risk management policy.
- Submit to the Finance Committee an annual budget for insurance, property management, and other expenses related to facilities
- Manage any endowments or permanently restricted funds, making sure that all funds are invested properly
- Set the policy for building use, including wedding policies, funeral policies, and use of the building by groups outside the church's ministry.
- Establish and maintain an adequate capital reserve fund for anticipated repairs to facilities.
- Four fiduciary responsibilities:

1. _____
2. _____

3. _____

4. _____

What issues and concerns might arise for or in this committee?

- Buildings and contents are a tangible expression of faith. Poorly managed buildings and property communicate a lack of care and concern.
- Parsonage and other clergy housing needs
- Strategic plan for property; expansion and new construction; property acquisition
- Staffing for building maintenance
- Unrelated business income from use of building by outside groups/renters
- Safety and security; annual inspections for fire safety, health and food safety
- Facilities will require personnel and money – the church’s two most important assets.

How does the committee interact with the congregation and other ministries?

- The Church Council and the Charge Conference meetings are good times to outline the role and responsibilities of the Board of Trustees.

What are some best practices for this committee?

- Operate as a group.
- Know the church property.
- Attend each meeting.
- Observe the condition of the church. Be risk averse.

What resources would be helpful for this committee?

- Book of Discipline chapters _____
- Guidelines for Trustees

Questions