

## **Trindle Spring Lutheran Church (TSLC) Memorial Gift Policy**

*The following Memorial Gift Policy has been approved by the Church Council of Trindle Spring Lutheran Church on 4/11/2017, and governs the use of gifts given to TSLC in memory of loved ones.*

Trindle Spring Lutheran Church acknowledges that families of deceased members may wish to have memorial contributions designated to the Church. This policy outlines the process for recording and use of those gifts. This policy also covers estate bequests made to TSLC.

### 1. Memorial Item List:

- a) The Lead Pastor will coordinate and update a list of potential memorial items that would be both useful for the congregation and meaningful to the families.
- b) A copy of this list will be given to the church secretary and the Vision of Ministry Fund Treasurer.
- c) Memorial gifts and bequests will be used for items and ministries not included in or in excess of the operational budget of the congregation.

### 2. Use of Memorial Gifts:

- a) While all memorial gifts become the property of TSLC, TSLC will take into consideration the family's wishes when finding ways to utilize the gifts in the Church.
- b) The Pastor will be in contact with the family of the deceased in order to recommend items that memorial gifts could be used for.
- c) Families may have their own ideas regarding the use of memorial gifts. The Pastor can share those ideas with Church Council.
- d) Upon the use of memorial gifts, the Pastor, Council President, or appropriate Committee Chair will send a thank you note to the family for the gift.
- e) TSLC Church Council will have final approval for the use of all memorial gifts.
- f) Public acknowledgment of the funds will be at the discretion of the Church Council. (i.e. plaques, engravings, etc.)

### 3. Accounting for Memorial Gifts:

- a) An accounting of memorial gifts will be maintained by the Vision of Ministry Treasurer.
- b) Records will indicate total contributions received, what the contributions were used for and when.
- c) The Church Council will seek to put memorial gifts to good use within three years. After three years any unused or remaining gifts may be placed into a general memorial fund. The general memorial fund may be used by Church Council without seeking input from the family.