

RESOLUTION ESTABLISHING PERMANENT  
ENDOWMENT FUND  
(with Amendments Approved on December 11, 2011)

WHEREAS, it is the wish of the Session of the Trinity Presbyterian Church, Topeka, Kansas, hereinafter referred to as “Trinity”, to encourage members and friends of Trinity to ensure the further advancement of the Kingdom of God by the devotion of their material resources through gifts, devises and bequests; and

WHEREAS, it is the intention of the Session to establish a special endowment fund as a permanent reserve in order to honor the specific request of any donor, as well as prohibit the use of funds from bequests from current operating expenses, except as requested by the donor; and

WHEREAS, it is the intent of the Session that such endowment fund shall be administered by the Endowment Fund Committee, composed of five members, elected by the congregation. The Committee will select its chairperson annually. The Senior Pastor of Trinity shall serve as a consultant to the committee; and

NOW, THEREFORE:

1. There is hereby established a special endowment fund for Trinity in order to encourage Christian persons to insure the further advancement of the Kingdom of God by gifts, devises and bequests. The purpose of said endowment fund is to establish a permanent reserve, obtain additional income, and prohibit the use of funds from bequests from current operating expenses, except as specified by the donor. The Endowment Fund Committee will accept only appropriate gifts which meet the criteria of the Permanent Endowment Fund and have been approved by Session.

2. Such endowment fund shall be administered by the Endowment Fund Committee, composed of five members, two elected each third year for a three-year term and one elected each year other than the third year for a three-year term; except the first committee, where two persons shall be elected for a three-year term, one for a two-year term, and one for a one-year term. The Committee will select its Chairperson annually. The membership of the committee shall be elected by the congregation of Trinity. The Senior Pastor of Trinity shall serve as a consultant to the committee.

3. The Endowment Committee is hereby authorized to execute such necessary documents to open an investment account with an appropriately licensed individual and/or firm with SEC/FINRA to manage the funds of the endowment for the benefit of the Church. It is anticipated that such funds shall be invested in a diversified manner to reduce risk and volatility in a variety of investments including certificates of deposit, bond funds, index trusts, mutual fund and market grade securities. Such investments may also include loans to Trinity Presbyterian Church at commercially reasonable terms. Such listing of investment options is intended to be by way of example and not as to limitation. Pursuant to such agreement, all decisions to buy or sell investments shall be approved by a majority of the Endowment Committee at a meeting in person or by electronic mail.

4. The Endowment Fund Committee shall establish a separate accounting procedure to ensure the full and complete accountability of all gifts, devises and bequests that are within the purview of Trinity.

5. The Endowment Fund Committee shall maintain files of each donor's gift or bequest (unless the donor wishes to remain anonymous and/or contracts directly with the Presbyterian Church (U.S.A.) Foundation) showing the name and address of each donor, as well as the amount, and any restrictions, of each gift, devise or bequest given by a donor. A signed copy of the donor's specific gift, devise or bequest agreement shall also be placed in said file.

6. Complete reports covering the financial activity of the endowment fund shall be submitted to the session of Trinity by the endowment committee not less frequently than annually.

7. The endowment committee shall be responsible for administering the expenditures of the income from the endowment fund with due regard for the provisions of the donor's gift, devise or bequest; the accounting procedure shall be as follows:

- a. separate accounts shall be maintained at Presbyterian Church (U.S.A.) Foundation for unrestricted funds (those funds with no specified donor agreements) and for each restricted account.
- b. the annual distribution to be made on January 1 of each year from each account will be 4% of the average account value determined at the end of the previous third quarter by averaging the value of each account at the end of the most recent 12 quarters.
- c. at no time will any portion of the corpus or principal of any fund be distributed.
- d. for income or principal received related to unspecified donor agreements, the endowment committee shall disburse those funds according to the following:
  - 1/3 (one-third) for facilities maintenance, expansion, or improvement (including furnishings);
  - 1/3 (one-third) to supplement mission funding by Trinity, either locally or otherwise;
  - 1/3 (one-third) to fund new programs of Trinity for a maximum of five years, after which said programs shall be supported by the general budget of Trinity or discontinued.

8. Any gifts, contributions or other funds which are of insufficient value to accomplish the purposes of the donors may be commingled with other similar gifts and/or donations to be used for similar purposes, or if in the opinion of the Endowment Fund Committee they are insufficient to accomplish a designated purpose, they may be assigned to the undesignated endowment funds account. Any gift, devise or bequest made for a special purpose related to Trinity's work shall be held, distributed and disbursed in accordance with the direction of the donor's intent to the extent possible.

9. It shall be the policy of the Endowment Fund Committee to convert as soon as practicable all non-cash gifts into cash.

10. No liability of any kind shall attach to members of the Session, the endowment committee, or any other committee of the Session for any action taken by the endowment committee relative to the conversion of any in kind, real or personal property to cash, so long as the action taken by the committee and ratified by the Session is reasonable under the circumstances.

11. Gifts, devises and bequests may be either unrestricted or restricted. Unrestricted are those given with no preferences expressed. Restricted are those given that stipulate the use of the income by the donor.

12. When designated gifts, devises or bequests are used for a specific purpose, Trinity will notify the family or the donor, as the case may be, indicating the use for which the funds were applied. If excess funds remain and no additional recommendation is made as to the use of

said funds within one year thereafter, such excess funds may be transferred to the unrestricted endowment account.

13. The endowment committee shall have the right to refuse any gift, legacy, devise or bequest, which, in the opinion of the committee, is inappropriate as to use as specified and/or type of property proposed to be donated.

14. If at any time Trinity should be lawfully merged with any other church, all of the provisions hereof in respect to Trinity shall be deemed to have been for and on behalf of such merged church, which shall be entitled to receive all the benefits of said endowment fund and shall be obligated to administer the same in all respects and in accordance with the terms thereof.

Should Trinity be dissolved and not lawfully merged with any other church officially related to the Presbyterian Church (U.S.A.), all of the provisions hereof in respect to Trinity shall be deemed to have been made for and on behalf of the Presbytery of Northern Kansas, or its successor, which shall then be entitled to receive all the benefits of said endowment fund and shall be obligated to administer the same in all respects and in accordance with the terms hereof.

15. This resolution may be amended by a two-thirds vote of the Session at any regular Session meeting and then ratified by the congregation at a congregational meeting, and provided further that the amendment shall have been read to the congregation for two Sundays prior to the congregational meeting. A quorum shall be present for a congregational meeting for the purposes of amending this resolution.

The above resolution was adopted by the Session of Trinity Presbyterian Church, Topeka, Kansas, on the \_\_\_\_\_ day of \_\_\_\_\_ 1996.

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CLERK OF SESSION

\_\_\_\_\_  
MODERATOR

The above resolution was adopted by the congregation of Trinity Presbyterian Church, Topeka, Kansas, at a special meeting of the congregation duly called on the \_\_\_\_\_ day of \_\_\_\_\_, 1996.

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CLERK OF SESSION

\_\_\_\_\_  
MODERATOR