



**ST. PAUL EVANGELICAL LUTHERAN CHURCH
CONTINUING RESOLUTION
BOARD OF STEWARDSHIP**

WHEREAS, Section C12.01.02 of the Bylaws of St. Paul Evangelical Lutheran Church (hereafter the “Bylaws”) require the establishment of a Board of Stewardship; and

WHEREAS, Section C12.01.02 specifies that the authority of such Board should be outlined in a continuing resolution of the Congregation Council of St. Paul Evangelical Lutheran Church (hereafter the “Congregation Council”); and

WHEREAS, the Congregation Council met on September 28, 2010, and affirmed its desire to establish said Board and to vest in it certain responsibilities and authority;

NOW, THEREFORE, BE IT RESOLVED, that the Congregation Council does hereby establish a Board of Stewardship (hereafter the “Board”), to be organized and to operate as follows:

COMPOSITION: The Board shall consist of an elected Director and at least four (4) members. The Church Administrator shall serve as advisor to the Board.

MISSION: With input and guidance from the Senior Pastor, the Board shall be responsible for teaching and implementing principles of Biblical stewardship. This shall include the stewardship of Time, Talents, and Treasure.

RESPONSIBILITIES OF THE DIRECTOR: The Director of the Board shall be responsible for the following :

1. Ensure meetings are conducted in accordance with *Robert’s Rules of Order*, latest edition (see Section C10.07 of the Constitution of St. Paul Evangelical Lutheran Church).
2. Ensure minutes are taken at every meeting of the Board where there is a quorum.
3. Ensure Conflict of Interest statements are completed annually by each Board member and submitted to the Congregation President or the Church Administrator annually as required by Section C12.05.01 of the Bylaws.
4. Call meetings of the Board with sufficient regularity to ensure its business is conducted efficiently and in a timely manner.
5. Prepare and submit an annual budget request in the form and at the time requested by the Congregation Treasurer and the Finance Committee.
6. Appoint an Assistant Director to the Board.
7. Prepare and submit an annual report to the Congregation at the time and in the manner requested by the Congregation Council.



RESPONSIBILITIES OF THE BOARD:

1. Encourage and track the God-given gifts and talents of individual Congregation members, and coordinate opportunities for the development of those talents with other Boards.
2. Annually prepare and submit as part of the budget of this Board a recommended list of programs or charities for the Congregation to support, and develop an on-going program of information and education to support those programs.
3. Review, evaluate, and make recommendations to Council about whether to accept any offer of non-solicited restricted gifts to the Congregation.
4. Review, evaluate, and make recommendations to Council about how best to respond to appeals for funds from outside organizations.
5. Establish and implement guidelines for the use of discretionary benevolence funds by office staff and the benevolent use of the church's facilities and resources by organizations not affiliated with St. Paul.
6. Establish and implement guidelines for fundraisers within the Congregation and for organizations not affiliated with St. Paul.
7. Evaluate the offerings and volunteer participation of the Congregation as a means of measuring the success of stewardship programs, and communicate these evaluations to the Congregation.
8. Sponsor and support the work of the Congregation's liaison to the New Braunfels S.O.S. Food Bank. (revised June 2013)

KENNETH WUNDERLICH
Congregation President

OLA FISCHER
Congregation Secretary