

2023 Donation Policy (Amended February 2024) Over the years the balance of Restricted/Designated\* funds held in financial accounts has continued to grow (~\$265k at year-end 2022). The Finance Committee and Vestry believe the current processes and practices re restricted accounts, although responsible and prudent, have and will continue to result in ever growing balances of idle funds. The Finance Committee and Vestry also believe that parishioners are giving gifts with the intent that the funds be used as designated and not placed in bank accounts indefinitely.

The purpose for this policy is to help address the trend of accumulating funds in restricted accounts so these idle funds might be used in more productive ways to support ministries or other priorities in the church as determined by your vestry.

It is the general approach of St. Catherine's that all donations to the church be made to the general fund. St. Catherine's uses projected pledges and gifts each year to set its general operating budget. The clergy, vestry and finance committee feel it is imperative that the majority of gifts remain undesignated in order to best serve the annual and varying needs of the parish and its ministries.

Henceforth, there will be a limited set of areas where donations can be restricted in use and they are outlined as follows:

Clergy Discretionary Fund - donations can be made directly to the Clergy Discretionary fund which is used for community needs and pious needs of the parish. These funds are used as needed with no deadline.

Memorial Fund - donations can be made in memory of those who have deceased. With the exception of the organ fund, these funds are targeted to be used within 1 calendar year. Within this fund, families can choose if memorial funds are spent at the discretion of the Rector or designated to:

- Organ Expansion Fund
- Choir and Music Supplies
- Items in our Worship Space

Concert Series - St Catherine's puts on several concerts a year open to our community. Funds raised and offerings collected are kept in this designated fund to secure future performers.

Sanctuary Flowers / Candles - church members may pay to sponsor flowers or candles in the worship space. These funds are used to pay for flower guild supplies throughout the year.

Seasonal Flowers / Music - at Christmas and Easter, we collect money to fund additional musicians and flowers at our largest holiday services.

Youth Program - at times, parish members will be invited to support the youth program through fundraising efforts including our pilgrimage fundraiser. These funds remain designated towards their purpose in perpetuity.

Special Collections - The Outreach program periodically collects funds for its outreach. The goal is for these funds to cover current ministry but not to grow the fund.

Special Christmas Fund - this is a special fund to assist parish families in need at Christmas and throughout the year after experiencing job loss, illness, etc. While the money is collected at Christmas, the goal is to use it throughout the year.

Clergy Gifts - on occasion, we allow parish members to donate to a fund for gifts for our clergy or staff (e.g., retirement, Christmas, very special occasions). These funds are quickly gifted to the designated individual and a balance is not maintained in the fund.

Book Scholarship - this fund has been established to give graduating high school seniors a small scholarship to aid in purchases of books. Amounts distributed annually depend on number of students rather than donations. Remaining funds roll over from year to year.

Great Oak Endowment - This fund is separate from the church. Donations can be made to the Great Oak Endowment at any time. This Endowment is set up to grow and provide distributions to St. Catherine's on an annual or as-needed basis to support special projects rather than ongoing operations of the church.

\*Excluding the Great Oak Endowment