

## **FINANCIAL STEWARDSHIP COMMITTEE CHARTER**

*Current revision: November 2015. Previous revisions: November 2010 and 2004, in which the committee was renamed the Stewardship Committee. Approved: 7/27/87 as Pledge Committee Charter.*

**Purpose:** The purpose of the Financial Stewardship Committee is to ensure there is a year round effort to promote financial stewardship among RRUUC members, friends, and people benefiting from the programs provided by the congregation.

### **Responsibilities:**

- Initiate and respond to recommendations to improve existing or implement new programs to raise funds to support of RRUUC's operations, programs, and capital expenditures, including providing advice to the Board and Finance Committee regarding the initiation of capital campaigns.
- Support fundraising for RRUUC's endowment program.
- Once the RRUUC Board has provided a pledge target to the Committee, make strategic decisions about the operation of the Annual Stewardship Campaign.
- Ensure that an operations team for the Annual Stewardship Campaign is in place, including recruiting additional leaders and members, if necessary. These leaders will make operational decisions and implement the Annual Stewardship Campaign. The Campaign chair may not be the Chair of the Financial Stewardship Committee.
- Ensure that membership materials pertaining to financial stewardship, including on the RRUUC website, are current.
- Make pledge guidelines readily available to RRUUC members, friends, and people benefiting from the programs provided by the congregation.
- Contact new members as part of the new member process and solicit their pledges.
- Work with the ministers and staff to monitor and follow-up on non-pledging or contributing members and participants in congregational activities.
- Work with RRUUC staff to ensure that adequate data is available to support targeted approaches toward increasing pledging and contributions.
- Coordinate with the Membership Committee, Finance Committee, Endowment Committee, Board, and Social Justice Council, as needed.

### **Organization:**

- This is a Standing Committee consisting of 5 members, including a Chair.
- All committee members must be pledging members of RRUUC.
- The Committee will recommend to the Board new members for appointment each year to replace members with expiring terms.
- Members shall all be appointed for 3-year terms.
- Members may serve up to two consecutive terms.
- After a one year recess, previous members may rejoin the committee.
- The Committee members will select the Chair each year.
- One member of the Committee should also serve on the Finance Committee and one on the Endowment Committee.

**Financial Impact:** The Committee will be included in the annual budgeting process to provide input on: (1) the feasibility of raising the funds necessary to support the budget, and (2) the funds necessary to conduct the business of the Committee.