

Policy & Procedures of the Covenant Association

April 29, 2018

I. Committee on Ministry (COM)

- a. The COM is authorized to implement the practices and procedures of the current Manual on Ministry (MOM):
 - i. Where there is clear and concise direction given by MOM
 - ii. Where the Association has not formally stated a different position than that outlined in MOM
- b. The COM must seek authorization from the Association in areas where the MOM gives discretion in regards to final forms of policy.
 - i. The COM is to use the Church and Ministry Council and PSEC Ministry Formation Plan as a guide in developing proposed policies for the Association.
- c. All policy for the COM that directly relates to standing of authorized ministers and congregations are to be maintained in a publically accessible manner.

II. Resolutions

- a. Resolutions can be presented to the Executive Committee for inclusion in a regular or special meeting of the Association:
 - i. by the formal action of a single member congregation, or by a group ministering under the auspice of the Covenant Association. Ultimate inclusion of the resolution in a meeting will be dependent upon the Executive Committee's determination of the resolution's relevance to the work and mission of the Association in its servant role to the local congregation and authorized ministers.
 - ii. Or by the formal action of 10% of the Association's congregations for inclusion in a regularly scheduled or special meeting of the Association.
- b. Proposed resolutions must be provided to the Executive Committee three months in advance of a regularly scheduled or special meeting of the Association, unless requiring "Emergency Resolution" status, in order to allow adequate time for distribution and public discussion of the resolution in advance of the Association meeting at which the resolution shall be voted upon.
 - i. Presenters of resolutions will be responsible for scheduling and moderating public discussion forums in cooperation with the Executive Committee.
 - ii. A proposed resolution can be submitted to the Executive Committee for consideration of "Emergency Resolution" status so long as it pertains to recent events that would have made its consideration impossible due to the standard timelines for resolution submission.
- c. All proposed resolutions must provide sufficient background and supporting information that frames the need and justification for the resolution.

III. Finances

- a. General Fund Policy
 - i. The General Fund of the Covenant Association is an unrestricted fund composed of financial gifts of congregations, individuals, fees, and other

means. As such, the monies may be freely used in the ways deemed conducive to furthering the mission of the Association as outlined in the annual budget, authorized at a regular or special meeting of the Association, or specially authorized by the Executive Committee. The Executive Committee is limited to authorizing a 10% increase above what has been authorized by the Association. The Executive Committee is also authorized to allocate \$200 in new funds for ministries developed following the budgeting process that were not able to be considered as part of the current year budget approval process. All other authorization of increased spending requires Association approval. (All expenditures are dependent upon the availability of funds.)

b. Gift Acceptance Policy

- i. Donations to the Covenant Association may be made by any person, persons, or entity. The Association, subject to Executive Committee's decision, may refuse to accept as a donation, any item of property or monetary donation which it deems inadvisable or improper to accept due to the type of property, or the terms and/or restrictions of the donation, or for any other reason.