

Budget, Finance and Property Committee/Trustees

(Approved by the Presbytery of Hudson River: 5-23-17)

Purpose: The purpose of the **Budget, Finance and Property Committee/Trustees** (BFP) is to manage and oversee the financial and property resources of the Presbytery of Hudson River (HRP) and provide financial resources for the presbytery's mission and ministry.

Accountability: The BFP shall be accountable to HRP through the Council.

Membership: The committee shall consist of nine (9) voting members comprised of ministers of Word and Sacrament and ruling elders in numbers as nearly equal as possible, nominated by the Committee on Representation and Nominations and elected by HRP; these persons will preferably have financial, investment, accounting, budgeting, legal and/or real estate knowledge and/or experience. The term of service is three (3) years with the eligibility to serve two (2) full terms or a maximum of six (6) consecutive years. The chair shall also be nominated by the Committee of Representation and Nominations and elected by HRP for a one (1) year term and may be renewable. No two (2) members shall be members or serve the same congregation nor from the same family. The Treasurer and the Personnel Committee appointed staff liaison/s shall be ex officio members with a voice but no vote.

Meetings: BFP will meet as necessary, ordinarily monthly, not less than quarterly.

Responsibilities:

1. Serve as Trustees of the Presbytery of Hudson River, Inc., fulfilling any and all the corporate and legal requirements specified in the Articles of Incorporation, the Bylaws and the laws of the state.
2. Recommend to the presbytery, after seeking the Council's guidance and affirmation, the Per Capita amount and the mission giving percentages for the HRP, synod and General Assembly.
3. Educate the congregations about Per Capita and Mission Giving and develop and execute an annual campaign to provide the needed financial resources for HRP to achieve its mission and ministry goals.
4. Recommend to the presbytery, after seeking the Council's guidance and affirmation, the annual budget based on mission and ministry goals of HRP.
5. Oversee and manage all the HRP's finances and investments, receiving regular reports from the Financial Administrator and Treasurer for the regular monitoring of the budget by the committee.
6. Recommend a Treasurer to the Council for action by the presbytery as well as maintain a position description for the Treasurer.
7. Oversee the legal and property issues of HRP and its member congregations, including the HRP's insurance, and recommending to the Council, in their role as Trustees, when a congregation shall be able to encumber its property.
8. Provide, through its Stewardship Team, stewardship education and development to HRP's congregations.
9. Appoint, oversee and support the Disaster Preparedness Coordinator.
10. Fulfill the following Book of Order requirement found in G-3.0113: "A full financial review of all financial books and records shall be conducted every year..."