

Friendship Class

Charitable Donations and Other Expenses

The Friendship Class is generous with its time and money. Class members are willing and eager to donate to worthy charities and other causes. It is appropriate to have outreach focused on charitable opportunities that the Friendship Class consider to have high priority, rather than having giving get out of hand, resulting in a broad, thinly spread distribution of small gifts. In order to maintain a focused, meaningful approach, the Friendship Class adopts the guidelines below.

In early 2016, Friendship Class discontinued **separate** collection of outreach funds. In order to maintain the class interest and commitment to outreach, the Outreach Committee chair will, on a regular basis, emphasize the worthiness of our contributions by pointing out that collected funds are used almost exclusively for outreach. The treasurer will also report periodically on class contributions and disbursements to heighten members' awareness of the need and value of contributing.

Policy

1. The Outreach Committee will annually recommend **for Friendship Class approval** a budget for the following year. This budget will include carry-over funds for the current year and an estimate of anticipated income for the following year.
2. Recommendations for recipients of outreach giving will be based on criteria, such as:
 - a) involvement of Friendship Class members with the charity/organization
 - b) availability of matching funds
 - c) impact of donation, i.e., an amount that will truly make a difference for a particular project or in the lives of others. Funding a few worthwhile causes is preferred over numerous small donations.
 - d) opportunities sponsored by MDUMC
 - e) designation as 501(c)(3) IRS organization.
3. Budget will include an unbudgeted category to allow for donation opportunities that arise during the year. These requests for smaller amounts will be referred to the Outreach Committee for review; recommendations will be brought to Friendship Class for approval.
4. Budget will include provision for class expenses, i.e., memorials, social fund expenses.

Procedure

Outreach Committee will meet during the fourth quarter of each year. They will:

- review financial status of Friendship Class accounts
- receive suggestions from class members
- determine recommended donations for the coming year, allowing for continuing or discontinuing any of the current year's recipients, as well as consideration of new recipients
- present recommend budget for following year to submit to Friendship Class for adoption
- recommend changes to this document.

Requests for disbursement of unbudgeted funds can be submitted throughout the year to the Outreach Committee chair, who will review with committee and/or seek class approval as appropriate.

Treasurer will disburse funds throughout the year to coincide with availability of funds, seasonal requests, matching opportunities, etc.

Friendship Class Policy for Donations in Memory of Class Members and Family

JULY 2021

MEMBER OF FAMILY DIES (Parent or Sibling)	Send Card Make a donation in memory of the deceased to charity of choice determined by member (\$50) or amount to be determined
MEMBER OF IMMEDIATE FAMILY DIES (Child or Grandchild)	Send Card Make a donation in memory of the deceased to charity of choice determined by member (\$100) or amount to be determined
MEMBER, SPOUSE OR SIGNIFICANT OTHER DIES	Send Card Make a donation in memory of the deceased to charity of choice determined by member, spouse or significant other (\$100) or amount to be determined

ADDITIONAL CARE

MEMBER HAS SEVERAL ABSENCES	Phone or email if reason not known, or to check on them
MEMBER, SPOUSE OR SIGNIFICANT OTHER IN HOSPITAL	Phone or email
MEMBER, SPOUSE OR SIGNIFICANT OTHER WITH CONTINUED ILLNESS OR HOSPITAL STAY	Send card Phone or email asking how we can help
UNUSUAL DISASTER (FIRE, FLOOD, ETC.)	Meet the need at that time—to be determined.

Friendship Class Policy on Funeral/Memorial Services

On November 15, 2018, the Friendship Class Member Care Committee met to draft a policy for the class to follow concerning the death of a class member or of someone in a member's immediate family. In the past, we have either hosted the funeral reception with food from our own kitchens or grocery stores, or we have taken a meal to the family.

Considering the ages of our class members and the fact that we now have a full service church kitchen, we believe that our policy in this matter needed to be re-evaluated. The member care committee believes that this new policy will be in the best interest of our class at this time. The policy will read as follows:

Upon notification of the death of one of our members or an immediate family member, a designated member of the member care committee will contact the family with the offer of a meal to be provided to the family at a time of their choosing. This meal will be provided by various class members, either by personal cooking or by ordering from a restaurant. At the same time, the member care person will explain that following the service, the church will provide cookies, punch and coffee at no cost to them. If additional food is desired, as for a light lunch, the family will be provided information on how to contact the church's food service manager, and that person will provide a menu of items available, and the cost, which will be borne by the family. If requested, the member care person can offer to assist with this communication.

Class members who provide food for the family meal may ask for reimbursement from the class treasurer for their out-of-pocket expenses, should they deem it necessary.