

## **TVUUC Stewardship Committee Charter – June 2025**

### **A. Purpose**

The purpose of the Stewardship Committee (SC) is to conduct an annual membership pledge campaign to fund the church general operating budget.

### **B. Authority**

The SC was established as a Board Committee by TVUUC bylaws, Article VII, Section 4, Bullet c, as amended June 09, 2024.

### **C. Scope**

The SC is responsible for executing a fund-raising effort through an annual pledge drive. It will involve the entire congregation, working with the Membership Committee and church staff, and reporting results to the Board and the Finance Committee for final budget creation.

### **D. Standard Agenda**

- Review of previous meeting minutes.
- Discussion of ongoing campaign activities.
- Coordination with Membership Committee and church staff.
- Planning for upcoming events and communications.
- Addressing any conflicts or issues.
- Assigning tasks and setting deadlines.

### **E. Membership**

The SC consists of a chair, or chairs chosen by the Board and a flexible number of committee members made up of church members chosen by the chair(s).

### **F. Responsibilities of SC Members**

- Attend all meetings if possible.
- Participate in open and candid discussions.
- Accept assignments as necessary to advance the work of the SC.
- Disseminate information in one voice outside of the SC meetings.
- Develop and/or maintain an annotated bibliography of general stewardship resources.
- Develop and/or maintain a written plan for the upcoming campaign.
- Maintain confidentiality concerning the financial records of people who pledge to the church.

### **G. Decision-Making Process**

The SC will attempt to have consensus on issues. If consensus cannot be reached in a timely manner, the SC will vote and make final decision that way. Any conflicts or decisions that cannot be resolved within the SC will be escalated to the Board of Directors for resolution.

#### **H. Measures of Success**

- Increased engagement and participation from pledgers.
- Positive feedback from the congregation and Board.

#### **I. Tracking Progress and Accountability**

- Regular updates provided to the Board of Directors during the campaign via written minutes of meetings.
- Assigning accountability for specific tasks and goals to SC members.
- Annual campaigns should be completed by May 1 at the latest.

#### **J. Review and Revision**

The charter of the SC will be reviewed annually and revised as necessary, with changes approved by the Board of Directors.

#### **K. Meeting Frequency and Duration**

The SC will meet as needed with advanced notice provided to all committee members.