

**Recommendation from the Trustees
To the Charge Conference – _____ United Methodist Church
Meeting – _____, 2016**

Recommendation #1 – Gift and Sale of Real Estate

Whereas, the _____ United Methodist Church, (city/district), received notification that a certain property at (full address), has been conveyed to the church through the estate settlement for a donor and church member, (name); and

Whereas, the probate on the estate has already created the means of conveyance for the gift of residential real estate to the church; and

Whereas, a buyer has surfaced and made a purchase offer to buy the property from the church; and

Whereas, the Trustees of _____ United Methodist Church, (city/district), recognize that their actions on behalf of the church are subject to the direction of the Charge Conference;

Now, therefore, be it resolved:

- That the Charge Conference of the _____ United Methodist Church, (city/district), authorize its Trustees to represent the church to:
 - Receive title on the bequest/gift of real estate and provide appropriate documentation for a receipt to the donor;
 - Arrange for the sale of the real estate property at (full address) - and
 - Report the details of a bona fide purchase offer to the Church Council for its review. The Church Council shall then review the proposed sale and, by proper motion, authorize the Trustees to close the transaction in a timely manner and shall inform the congregation upon the completion of the sale.
- That the Trustees appoint its Chair and secretary as its representatives to execute all documents in accordance with the actions duly authorized.

Recommendation #2 – Ongoing Stewardship of the Gift/Funds

Whereas, the Trustees further recognize their increased fiduciary responsibilities for managing such assets and reporting the same to appropriate bodies.

Therefore, be it further resolved:

- That the Trustees of the _____ United Methodist Church, (city/district), shall, by proper motion:
 - Create a separate account with the Virginia United Methodist Foundation for stewardship and management of the funds received from the sale of this real estate, in accordance with the Social Principles of the United Methodist Church, as set forth in the Book of Discipline; and this account shall be known as the _____ Memorial Endowment;
 - Allocate responsibility for management of the Fund to an Endowment Committee, which shall be composed of the Pastor, and members of the Stewardship Committee, Finance Committee, and the Trustees; and
- That the Endowment Committee shall make recommendations to the Church Council for periodic distribution of those funds in accordance with the United Methodist Book of Discipline and prevailing laws – i.e., UPMIFA – for the purpose of _____; and
- That the Endowment Committee shall report to the Charge Conference annually on the administration, distribution and use of the funds to achieve the purposes so defined.