

**ANNUAL MEMORANDUM OF UNDERSTANDING**  
**Between Lutheran Church of the Master's**  
**Church Council**  
**and**  
**The Foundation of the Master**

*The mission of Lutheran Church of the Master (Church) is to make Christ known to all people, aiding them to become baptized believers, equipping them to become committed disciples, and inspiring them to become servant-leaders of Christ in God's church and world.*

*The mission of The Foundation of the Master (Foundation), as a charitable organization established exclusively to strengthen the mission and further the ministry of Lutheran Church of the Master, is to serve as a resource to the Church congregation, which will improve the lives of individuals, families and the community-at-large.*

The goal in establishing this Memorandum of Understanding is to fully support the missions of the Church and the Foundation while providing the opportunities and resources to be the hands and feet of Jesus to the world around us. The document will serve as a framework for building open and effective communication between the groups, providing a true partnership that results in God's people doing God's work and will, while utilizing the resources graciously on loan to us.

On behalf of the Church Council of Lutheran Church of the Master and the Board of The Foundation of the Master, we understand:

- THAT the Foundation seeks to provide resources predominantly for works of mission and ministry and will not be used for operational expenses of the Church,
- THAT the Foundation will solicit funds from members of LCM's congregation through end-of-life gifts and through estate planning, and for one time gifts towards the Foundation Endowment or a specific LCM project approved by the Foundation and the Council notwithstanding the first bullet point above.
- That the Foundation will continue to solicit funds from sources external to LCM and its members, to fund community or mission based projects,
- THAT the goal of the Foundation is to establish a corpus of at least \$500,000 and it is the Foundation's intent not to distribute Foundation Endowment funds prior to reaching that goal,
- THAT the Foundation will have access to databases and other necessary Church member information for solicitations listed in the second bullet point above,
- THAT the Church will provide opportunity for the Foundation to present information to Church members quarterly through such venues as adult forum, church services, or Sunday school,
- THAT the Foundation will be allowed direct written requests to Church members, once each calendar quarter to solicit end of life gifts and estate planning.
- THAT the Church Council may from time to time grant other requests from the Foundation for direct written requests to Church members for one time gifts towards the Foundation Endowment or other specific LCM projects approved by the Foundation and the Church Council.
- THAT the Foundation may elect to provide written updates to be shared with the Church congregation once per quarter through the Sunday bulletin, the in-home newsletter, and/or the Church's website,
- THAT the Foundation president (or another officer of the Foundation) will provide a written or brief oral update. including the most recent financial statements of the Foundation, to the Council semi-annually during a regularly scheduled Council meeting,
- THAT the executive committees of the Foundation and the Council will meet at least twice per year (once prior to June 30<sup>th</sup> and again prior to December 31<sup>st</sup>) to encourage unity of purpose and open communication.

BE IT RESOLVED that, on behalf of the Church Council of Lutheran Church of the Master and The Foundation of The Master, we commit to this framework of understanding.

Laurence C. Bellet 4/22/13  
President, LCM Church Council Date

Kurtel. Harrison 4/22/2013  
President, The Foundation of the Master Date