

Congregational Fixed Asset Distribution Policy

Scope

This policy pertains to the distribution of a congregation's fixed assets. These assets include, but are not limited to, items such as the following: altarware, sanctuary and other building furnishings, tangible memorial gifts, etc.

Cash (including cash from the operating fund, memorial funds, other designated funds, etc.) and property/building assets are covered by the provisions of the *Policy for Disbursement of Congregational Assets*. As such they are excluded from the scope of this policy.

The terms of this policy apply whenever a congregation decides that it no longer requires one or more of its fixed assets. This may occur when a congregation dissolves or at any other time.

Policy Provisions

The following provisions satisfy CRA and other applicable legislation and regulations.

Fixed assets (tangible items) that are no longer required shall be distributed using methods in the following order, with each one to be tried before proceeding to the next:

1. First, the item shall be offered for sale or as an in-kind gift to another interested congregation (ELCIC or other denomination). In the case of interest being expressed by more than one congregation, the wishes of the church council (or if the council so chooses, the original donor(s)) may be taken into consideration.
2. Next, the item shall be offered for sale or as an in-kind gift to any other interested Canadian Registered Charity. In the case of interest being expressed by more than one Registered Charity, the wishes of the church council (or if the council so chooses, the original donor(s)) may be taken into consideration.
3. Next, the item shall be offered to the original donor (or surviving family members) to purchase from the congregation at its established fair market value.

4. Next, the item shall be offered to other members of the congregation to purchase from the congregation at its established fair market value.
5. Next, the item may be offered for sale to the public at whatever value is able to be realized.
6. Next, the item may be offered to the donor (or surviving family members) to remove it from congregational property, at no cost to the congregation.
7. Next, the item may be offered to other members of the congregation to remove it from congregational property, at no cost to the congregation.
8. Finally, failing all else, the items shall be managed and disposed of in a responsible and respectful manner.