

FOUNDATION HANDBOOK

January 2011

Tell them to use their money to do good. They should be rich in good works and should give happily to those in need, always being ready to share with others whatever God has given them.

1 Timothy 6:18



Kailua
United
Methodist
Church
Foundation

Table of Contents

SOLID GROUND	3
OPPORTUNITIES	4
GENERAL TRUSTS	5
STEWARDSHIP.....	6
KUMC FOUNDATION SCHOLARSHIPS	7
STEWARD TRUSTS (\$50,000 or more)	9
SPONSOR TRUSTS (\$25,000 - \$49,999).....	9
BENEFACTOR TRUSTS (\$10,000- \$24,999)	10
CONTRIBUTOR TRUSTS (\$3,000 - \$9,999)	12
SAMPLE TRUST FORMAT	19
TRUST APPLICATION PROCESS / FORM.....	21
SCRIPTURE REFERENCES	23
WILL ANYONE KNOW?	24
UMC CROSS AND FLAME	25

**Next version add a section on
Foundation structure and
Foundation history**

SOLID GROUND

Foundation Operations

The Kailua United Methodist Church Foundation was established in 1987 as an IRS qualified 501 charitable foundation. It provides members and friends an avenue to be a good steward now, in the foreseeable future, and even after death. The Foundation Board of Directors charges no fee to receive, manage, and account for charitable gifts, which are separate and beyond the church's ongoing budgetary needs.

The Foundation is on solid financial and governance grounds. Nominated by the KUMC Nominating Committee, six financially competent and caring members hold three-year staggered terms. Also on the Board are the pastor, chairman of the trustees, and the church treasurer.

Meetings are held quarterly to review and authorize distribution of interest and dividends of each trust in accordance with the trust instructions as well as philosophical and procedural guidelines. Additional funding opportunities are explored and investments are reviewed.

New trust applications are reviewed and implemented according to the instructions of the donor. Gifts to existing trusts and endowments are acknowledged and encouraged.

The Board promotes and develops religious, charitable, and educational ministries of special interest to donors, such as assisting youth and the elderly, and supporting mission outreach. It regularly provides money for purchasing and maintaining church property, for assisting KUMC's Council on Ministries programs, and for supporting emergency disaster relief.

OPPORTUNITIES

The Choice is Yours

The Foundation provides many opportunities to be a good steward. The investment of your treasure (funds) through the KUMC Foundation affirms the Christian belief that we are indeed “managers in the household of God.” You are assured that your generous spirit will continue beyond your mortal years and that those you honor will not be forgotten.

Outright Gifts: You may make outright gifts of cash, stock or other assets to any of the general or designated trusts.

Interest Income Gifts: You may establish a designated, named trust with its own guidelines for distribution of interest. The minimum amount to establish a designated trust is \$3,000.

Estate Gifts: You may name the KUMC Foundation in your will or as a beneficiary in your life insurance policy. Your estate will be exempt from inheritance taxes for this gift.

Property Gifts: You may make a gift of property and continue to receive income or use that property until a designated time (usually death) when the title passes to the Foundation.

Assets as Gifts: You may transfer assets directly to the Foundation, avoiding capital gains tax and claiming a charitable contribution.

- *Endowments/special occasions:* You may honor loved ones with an endowment to mark special occasions such as anniversaries, birthdays, and weddings.

GENERAL TRUSTS

Unrestricted Trust *

Contributions made with no restrictions. The earnings are used for general KUMC needs and Foundation costs. The trust principal is made up of contributions from the Charles Duke Family, the Bowen Family, and numerous other smaller contributions.

Repair & Maintenance Trust *

Contributions designated for KUMC repairs and maintenance. Earnings are reinvested to build the principal (50%) and for KUMC facilities repair and maintenance (50%).

Facilities Development Trust

Earnings from contributions to this trust are reinvested to build the principal; interest is used only for new facilities or systems.

Humanitarian Trust

Established by the Kailua United Methodist Men, contributions are reinvested to build the principal (50%) and for humanitarian purposes (50%) as voted on by the Kailua United Methodist Men.

Memorial Trust *

Contributions made in memory of an individual; earnings are unrestricted and to be used for general KUMC needs or other causes.

Scholarship Trust

Established in honor of Robert Kinney and to show his appreciation and love for the church. Earnings are used for scholarships, including continuing education for KUMC pastors and staff, training for Stephen Ministers, secular or Christian education for KUMC members or children. Each year 50% of any unused interest is returned to principal. * Original trust

STEWARDSHIP

The Giving of Time, Talent and Treasure

These trusts are representative of the specificity and Christian stewardship possible when you create a KUMC trust account.

RAYMOND TRUST supports the McCurdy School in northern New Mexico, serving the children of Espanola and the surrounding area since 1912. It has 420 pupils, provides a high quality, Christian-based education, with high pupil test scores and low dropout rate. More information is available at <http://www.mccurdy.org/>. Hazel Raymond, a retired teacher, volunteered as a elementary teacher at McCurdy.

OSHIRO TRUST supports the Hawaiian & Pacific Islands Division of the Salvation Army, Kauluwela Corps, which provided opportunities for Ralph and Bessie to experience God's amazing grace that profoundly and positively altered the course of their lives. <http://www.salvationarmyhawaii.org>

HOCKADAY TRUST supports the Centers for Apologetics Research in Southern California, which equips pastors in foreign countries to defend against the false doctrines of religious cults. It has staffed offices in Brazil, Russia, Ukraine, and Hungary, as well as liaison contacts in Mozambique.

LILLIAN ITO TRUST EMERITUS supports the music program of KUMC. It was established to honor the life and numerous musical contributions of Lillian Ito. Lillian served as the church organist for many years and continues to be an integral part of the music program at KUMC.

KUMC FOUNDATION SCHOLARSHIPS

Available for
POST-HIGH SCHOOL EDUCATION

- 1. Who is eligible for a KUMC Foundation Scholarship?**
KUMC members or their children in good standing, which includes serving KUMC through one's presence, gifts, and service; a KUMC pastor or staff member
- 2. What are the scholarship amounts?**
Currently, the Foundation awards a \$1,000, \$750, and \$500 scholarship. Additional scholarships are awarded if funds are available.
- 3. When is the application due?**
April 30th for scholarship application, photo, and two Letters of Reference.
- 4. What can the scholarship be used for?**
For any expenses connected with post high school education.
- 5. Where can a Scholarship Application be obtained?**
In the KUMC church office or on-line at www.kailuaumc.org . Click on "Find It Here!" on the left-hand side of the home page, then scroll down to "KUMC Foundation" and click on that link. Click on the KUMC Foundation Scholarship Application and Recommendation Forms. The forms can be filled out on-line, printed out, and mailed to the address listed on the form.

SCHOLARSHIP AWARDEES

KUMC FOUNDATION SCHOLARSHIP awards have been given annually since 1997. Below is a list of the KUMC members and affiliate members who have received Foundation Scholarships.

Sarah Casken
Lauren Combs
Denby Fern
Kilioe Fern
Nicholas Fern
Sheralyn Garcia
Kari Graydon
Crystal Hara
Evelyn Hara
Marcia Hartsock
Cherise Hazama
Kanani Kalahiki
Kari Kennard
Kristina Kennard
Caitlin Killam
Carly Killam
Alyssa Kojima
Chris Kojima

Kirby Kojima
Bronwyn Kugle
Leila Machado
Jessica Miller
Megan Mount
Sterling Mount
Pamela Nakanelua
Michelle Nobriga
James Petranik
Betsy Rau
Christie Raymond
Robert Ritchie
Melissa Ryan
Emily Shiraki
Aaron Tom
Alex Tom
Kari Uyeunten
Kiana Yuen

Scholarship awards through 2012: \$41,750.00

STEWARD TRUSTS (\$50,000 or more)

M. & K. OISHI FAMILY TRUST

- Established by Masaichi and Kazumae Oishi as an expression of love and appreciation for the church.
- Earnings to be reinvested to (1) build the principal of the M&K Oishi Family Trust (50%) and (2) be transferred to the Repair and Maintenance Trust principal (50%).

SPONSOR TRUSTS (\$25,000 - \$49,999)

THE ILA MAY McCLELLAND TRUST *

- Established by Ila May McClelland with a gift of AT&T stock.
- Earnings to be distributed to Susannah Wesley Community Center (33%), Windward Seniors Day Care Center (33%), and Unrestricted Trust (33%) for general KUMC needs.

REPAIRS AND MAINTENANCE TRUST * **

* The McClelland, Reisner, Unrestricted, Memorial, and Repairs and Maintenance Trusts were the five charter trusts in the foundation.

** Listed under General Trusts

BENEFACTOR TRUSTS (\$10,000- \$24,999)

C.W. AND E.M. FISKE MEMORIAL FUND

- To honor the memory of C. William and Elizabeth M. Fiske, parents of Robert W. Fiske (KUMC pastor 1986 - 1990) .
- Earnings are unrestricted and used for general KUMC needs.

THE FULLER LIFE TRUST

- In love and appreciation for family, friends and church whose lives carry on the spirit of caring and love for God and his son, Jesus Christ, and for the Holy Spirit acting in their lives.
- Earnings reinvested to build the principal (20%) and provide organ maintenance (80%). Excess funds shall go into the Unrestricted Trust.

FREDERICK NEAL GARLAND FAMILY TRUST

- To honor and memorialize the life of Frederick Neal Garland and to reflect his love for family, friends, and church.
- Earnings reinvested to build the principal (20%), the Unrestricted Trust (20%), and KUMC mission outreach to Stephen Ministry or similar programs (60%).

N. ROBERT KESLER MEMORIALTRUST

- In loving memory of N. Robert Kesler (KUMC pastor 1979-1986).
- Earnings used for camping and hiking scholarships, for promotion of family health, happiness and related counseling, or travel.

ELEANOR THOMPSON MILLER MEMORIAL FUND and the HOPE MORLEY MILLER TRUST

- Honoring the memory of Eleanor Thompson Miller, a lifetime Methodist and devoted wife and mother. Also to honor the memory of Hope Morley Miller.
- Earnings used for KUMC outreach ministries, such as women's and youth corrections, care of abused spouses and children, care

of the elderly, emergency housing, world hunger, and disaster relief.

RALPH & BESSIE OSHIRO TRUST

- Established by Ralph and Bessie Oshiro in appreciation for God's influence in their lives through the participation in the Salvation Army church.
- Earnings reinvested to build the principal (20%), the Salvation Army, Kauluwela Corps (70%), and the Unrestricted Trust for general KUMC needs (10%).

IRENE RICHARDSON TRUST

- Established to reflect Irene's love for family, friends, and church.
- Earnings reinvested to build the principal (20%) and the balance (80%) *first* to provide for KUMC college bound students and *second* to other KUMC needs as identified by the Trustees.

BARBARA GRACE RIPPLE SCHOLARSHIP FOR THEOLOGICAL EDUCATION

- Earnings invested to build the principal (10%), to provide for Foundation and general costs through the Unrestricted Trust (10%) , and for theological school scholarships for candidates selected by The Barbara Grace Ripple Scholarship for Theological Education Committee (80%).

TSUKAYAMA FAMILY TRUST

- To honor and memorialize the lives of Conrad and Yoshi Tsukayama, and to reflect their love for family, friends, and church.
- Earnings to be reinvested to build the principal (20%) and to provide for Foundation costs and general KUMC needs (80%).

CONTRIBUTOR TRUSTS (\$3,000 - \$9,999)

ALLEN FAMILY TRUST

- To honor and memorialize the lives of parents George B. & Claudia June Allen and Milo D. and Martha A. Stall, reflecting their love for family, friends, and church.
- Earnings to be reinvested to build the principal (20%) and to the Unrestricted Trust for general KUMC needs or other causes (80%).

AUMAN FAMILY TRUST

- To honor parents Harvey, husband and father, and Mary, wife and mother, who taught their children to walk in faith, and to reflect their love for family, friends, and church.
- Earnings to be reinvested to build the principal (25%), KUMC education (25%), KUMC mission outreach (25%), and United Methodist Women (25%).

NAOTOMI & EMMA BESSHO TRUST

- To honor and memorialize the lives of their parents and grandparents, and to reflect their love for family, friends, and church. Established by the Oda family.
- Earnings to be reinvested to build the principal (20%), and Unrestricted Trust for general KUMC needs (70%), and Foundation costs (10%).

ARLIE & NANCY CARSON FAMILY TRUST

- To honor and memorialize the lives of their son, Peter Aaron Carson, and their mothers, L. Gladys Lang and Raye Carson, who taught them to walk in faith, and to reflect their love for family, friends, and church.
- Earnings to be reinvested to build the principal (20%) and Unrestricted Trust (80%) to provide for Foundation costs and general KUMC needs.

CHEW-WALKER MEMORIAL TRUST

- Established by Ronald and Charlotte Walker to honor and memorialize the lives and in loving memory of parents James & Mary Chew and grandparents Stille & Pearl Chew.
- Earnings to be distributed to the Unrestricted Trust (30%) for general needs and Foundation costs, and United Methodist Church, Mantua, NJ (70%) for training of Christian educators.

GROFF FAMILY TRUST

- Established by the Groff family to reflect their appreciation for the many years at KUMC and their love for family and friends.
- Earnings to be reinvested to build the principal (20%) and to the Unrestricted Trust to provide for Foundation costs and general KUMC needs (80%).

HILO & EMMA HIMENO TRUST

- To honor and memorialize the lives of Reverend Hilo and Emma Himeno, and to reflect their years of service to KUMC and their love for family, friends, and church.
- Earnings to be reinvested to build the principal (20%) and to provide for Foundation costs and general KUMC needs (80%).

HOCKADAY FAMILY TRUST

- Established by Robert and Martha Hockaday to honor and memorialize the lives of their parents, Robert N. and Anne Hockaday & Clarence C. and Louise Fledderjohann.
- Earnings to be reinvested to build the principal (10%), Unrestricted Trust for KUMC needs (30%). One Great Hour of Sharing (30%), and Centers for Apologetics (30%) for equipping pastors in foreign countries to defend against false doctrines.

LILLIAN ITO TRUST EMERITUS

- To honor the life and musical contributions of Lillian Ito to KUMC with a music trust fund.
- Earnings to be reinvested to build the principal (20%), Unrestricted Trust (10%), and for instruments, music, or musical additions to KUMC or the community (70%).

JACKSON FAMILY TRUST

- To honor and memorialize the lives of Arthur & Iris Jackson, and to reflect their love for family, friends, and church.
- Earnings to be reinvested to build the principal (20%) and to the Unrestricted Trust to provide for Foundation costs and general KUMC needs (80%).

ALLEN & RUTH KERSENBROCK TRUST

- To honor and memorialize their lives and love for their family and friends and appreciation for their church.
- Earnings to be reinvested to build the principal (20%) and to the Unrestricted Trust (80%) which may be used for general KUMC needs or other causes.

JOHN AND NEANIE LEARY

- Earnings to be reinvested to build the principal (20%) and Unrestricted Trust (80%) which may be used for general KUMC needs.

RICHARD LEE

- To honor the life of husband, father, and grandfather and to reflect Richard's love for family, friends, and church
- Earnings to be reinvested to build the principal (20%) and to provide for various post high school and vocational scholarships (80%).

PAUL LENHART MEMORIAL TRUST

- To honor and memorialize his life and love for family, country, friends, and church.
- Earnings to be reinvested to build the principal (20%) and Unrestricted Trust (80%) to provide for Foundation costs and general KUMC needs.

TED & ELIZABETH LYONS TRUST

- To honor and memorialize their lives and love for their family, friends, and church.
- Earnings to be reinvested to build the principal (20%) and Unrestricted Trust (80%) to provide for Foundation costs and general KUMC needs.

MARCUM-HUNSICKER FAMILY TRUST

- To celebrate the life of Jane Marcum's parents, Billie and Don Hunsicker, who raised their three daughters in their beloved Methodist Church in Bronson, Michigan, and who set the example of serving God and community.
- Earnings to be reinvested to build the principal (50%), Scholarship Trust (20%), Music Trust (20%), and Unrestricted Trust (10%) which may be used for general KUMC needs.

RALPH McCONNELL FAMILY TRUST

- To honor and memorialize his life and love for his family, friends, and church.
- Earnings to be reinvested to build the principal (30%) and Repair & Maintenance Trust interest (70%).

LEE MITCHELL MEMORIAL TRUST

- To honor and memorialize his life and love for his family, friends, and church.
- Earnings to be reinvested to build the principal (10%), Unrestricted Trust (10%), and to provide for the upkeep & enhancement of the KUMC rock gardens (80%).

SHIRLEY MINN TRUST

- To reflect her love of family, friends, and church
- Earnings to be reinvested to build the principal (20%), and to support the incorporation of the visual arts (vocal, instrumental, drama, dance) into the worship services (80%). The first priority will be the addition of a children's and youth choir to enhance the worship experience.

ANNABELLE MONGEON TRUST

- Established to memorialize the life of Annabelle Burns Mongeon.
- Earnings to be used for Ross Chapel maintenance and for altar flowers on Annabelle’s birthday or Mother’s Day.

RALPH AND BESSIE OSHIRO TRUST 2

- Earnings to be reinvested to build the principal (20%), Unrestricted Trust (10%) to provide for foundation costs and general KUMC needs, and (70%) to support Family Promise of Hawaii.

CAROLINE HAZEL GIBSON RAYMOND TRUST

- To honor and memorialize the life of Caroline Hazel Gibson Raymond whose love of family, children, teaching, and life was unconditional.
- Earnings to be reinvested to build the principal (30%). McCurdy School, Espanola, New Mexico, (50%), and Unrestricted Trust with preference for the children’s church school program (20%).

REISNER MEMORIAL TRUST *

- Established by the Reisner family to honor and memorialize the life of their son.
- Earnings to be used for purchase of altar flowers on Memorial Day. Excess interest may be used for general KUMC needs.

JOHN SITCH FAMILY TRUST

- To honor and memorialize John Sitch’s life and his love for his family, friends, and church.
- Earnings to be reinvested to build the principal (30%), and Repair & Maintenance Restricted Trust (70%) for KUMC-owned facilities repair and maintenance.

*Original Trust

CHRISTOPHER TILGHMAN TRUST

- To honor the memory of Christopher Taylor Tilghman, son of Taylor and Helen Tilghman, killed in action December 20, 1989 while serving his country in Panama.
- Earnings to be used for KUMC outreach ministries (90%), and Unrestricted Trust (10%), which may be used for general KUMC needs or other causes.

DOLLY TOWNE TRUST

- In celebration of her life, her legacy, and to reflect her love of family, friends, and church, Dolly's friends and family established this endowment fund.
- Earnings to be reinvested to build the principal (20%), and the balance to meet the following priorities: 1st—Music enrichment (80%), 2nd—education of KUMC members and staff, and 3rd—to other KUMC needs, where the need is great and other resources are not available, as determined by the KUMC Foundation trustees.

UYEHARA FAMILY TRUST

- To honor and memorialize the life of Konjun and Ushi Uyehara, and to reflect her love for family, friends, and church.
- Earnings to be reinvested to build the principal (20%), and Unrestricted Trust (80%), to provide for Foundation costs and general KUMC needs.

LEROY N. VESTAL TRUST

- The family of Leroy N. & Erla Mae Vestal wish to establish a trust fund To honor and memorialize the lives of both Husband, Father and Grandfather and Wife, Mother and Grandmother to reflect their love for family, friends, church and especially love for their country where freedom prevails.
- Earnings to be reinvested to build the principal (20%), Unrestricted Trust (10%), and Sound system Maintenance (70%).

KAYE WUEST TRUST

- To reflect her love for family, friends, and church.
- Earnings to be reinvested to build the principal (20%), and (80%), applied to KUMC music enrichment as a *first* priority, education needs of KUMC members and staff as a *second* priority, and other needs as determined by Foundation trustees.

YAMAMOTO FAMILY TRUST

- To honor and memorialize the life of Tokiyo Tao Yamamoto— wife, mother and grandmother, and Claude T. Yamamoto Jr.— son and brother, reflecting their love for family, friends, and church.
- Earnings to be reinvested to build the principal (20%), to support church youth-related activities (40%), and Unrestricted Trust (40%).

HOWARD ZEIDLER TRUST

- To recognize and memorialize an expression of love and appreciation for family, friends, and a church whose lives and works reflect and carry on the spirit of caring.
- Earnings to be reinvested to build the principal (20%), and Unrestricted Trust (80%), which may be used for general KUMC needs.

SAMPLE TRUST FORMAT

Funds managed by the KUMC Foundation

WHEREAS -The Kailua United Methodist Church Foundation Board believes it is in the best interest of KUMC to establish a trust in writing to receive, manage and account for funds left to or donated to KUMC for various purposes and

WHEREAS - The family of *John Jones* wishes to establish a trust fund to honor *John Jones* and to reflect his love for family, friends and church; and

WHEREAS - The family of *John Jones* wishes to have this fund managed by the KUMC Foundation;

NOW, THEREFORE –

- I. The KUMC Foundation Board hereby establishes a Contributor Trust to be called the “*John Jones* Memorial Trust” with a minimum deposit of \$3,000.
- II. Assets and Income (principal and interest) from the Trust may be commingled in other KUMC Foundation financial savings, checking or asset management accounts, but will be subject to separate accounting, reporting and management in accordance with procedures established hereunder.
- III. The Trust will be managed in accordance with the philosophic and procedural guidelines created, dissolved, changed, and implemented at the direction of the KUMC Foundation Board whose authority is derived from and delegated by the KUMC Charge Conference.

- A. Assets left or donated to this Trust shall be converted to cash, securities, or other negotiable instruments hereafter referred to as principal.
- B. The Trust principal shall be invested by the KUMC Foundation Fund Manager with approval of the KUMC Foundation Board.
- C. The earnings received by the Trust shall be distributed as follows:
 - i. 20% will be reinvested to build the principal.
 - ii. 40% will be unrestricted and used to cover Foundation expenses and general KUMC needs.
 - iii. 40% will be added to the KUMC Scholarship Trust to provide Christian education for KUMC pastors and staff, members, and children.

TRUST APPLICATION PROCESS / FORM

Kailua United Methodist Church Foundation

Date _____

- I am interested in making a gift to the KUMC Foundation in honor of...

- I would like to make a memorial gift to honor a person who is special to me. Please accept the enclosed gift of \$ _____ in memory of _____.

- Please add the above gift to the
 - Unrestricted Trust
 - Repair & Maintenance Trust
 - Facilities Development Trust
 - Humanitarian Trust
 - Memorial Trust
 - Scholarship Trust
 - _____ Trust

- I am interested in establishing a trust in the KUMC Foundation in the amount of _____ , or including the Foundation in my will.

- Trust categories for individual/designated trusts are:
 - Contributor (\$3,000-\$9,999)
 - Benefactor (\$10,000-\$24,999)
 - Sponsor (\$25,000-\$49,999)
 - Steward (\$50,000 or More)

Please have a member of the Board contact me:

Name: _____

Address: _____

Phone: _____

E-mail: _____

*All established trusts will be recognized with
a plaque in the KUMC narthex.*

KUMC FOUNDATION
1110 KAILUA ROAD
KAILUA, HAWAII 96734
TELEPHONE (808) 261-6238

Kailua.umc@hawaiiantel.net

www.kailuaumc.org

SCRIPTURE REFERENCES

Tell them to use their money to do good. They should be rich in good works and should give happily to those in need, always being ready to share with others whatever God has given them.

I Timothy 6:18

All the believers were one in heart and mind. No one claimed that any of his possessions was his own, but they shared everything they had.

Acts 4:32

WILL ANYONE KNOW?

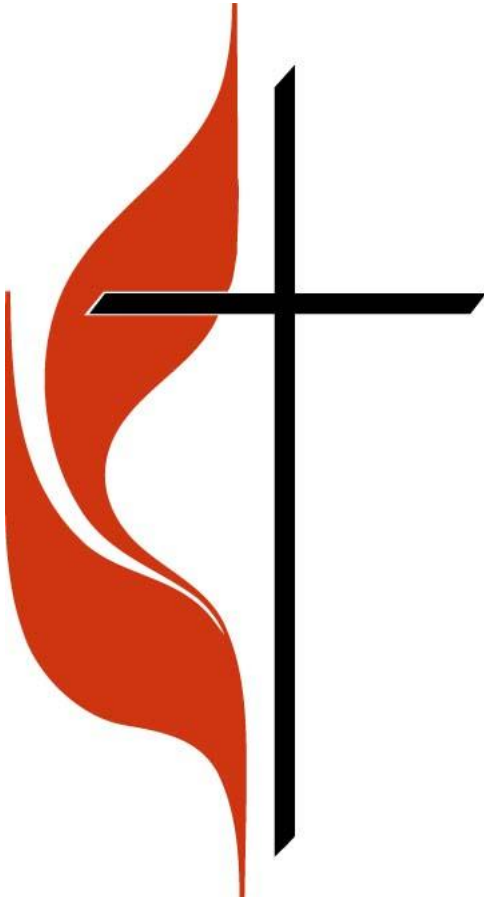
**Will anyone know? Will anyone care,
When someday they find I'm no longer there?
Will a kindly smile and some kindly words
Have made someone's spirits soar like birds?**

**Will a helping hand that I've lent one day
Lighten a burden on someone's way?
Will a prayer I've whispered been heard by God
And answered as quickly as He could nod?**

**I will never know, but I do know this:
No opportunity should I miss;
For some small deed, God may someday say,
"I put you on earth just for that today."**

Written by former KUMC member

*Catherine Groves Fuller
September 3, 1914 – October 4, 2004*



UMC CROSS AND FLAME

A Mark Known the
World Over

The relevant provisions of the Book of Discipline provide that the Cross and Flame may be used by official United Methodist agencies, including local churches, to identify United Methodist work, programs and materials. The Cross and Flame is a registered trademark and the use is supervised by the General Council on Finance and Administration of the United Methodist Church.