

Celo Friends Meeting Job Description

Trustees Committee

Approved 4/21/2024

The Trustees committee is made up of three **members** of Celo Friends Meeting. They are proposed by nominating committee and approved by Meeting For Worship with Attention to Business (MFWAB). Terms of service are proposed by nominating committee with the goal of staggered terms to provide continuity. **Trustees should meet once a year and make a report to MFWAB.**

The trustees' responsibilities include the following:

1. Legally, the trustees are considered the owners of all Meeting property including the meetinghouse, Margithaus, and the CFM website domain.
2. Trustees serve as signatories of legal documents of the Meeting including all formal contracts with individuals and companies. Examples include maintenance and construction contracts and the Children's Garden Preschool. At least 2 of 3 trustees are required to sign each document.
3. Trustees may also sign, in addition to a presiding clerk, "in-house" documents, such as confirmation of a person's standing in the meeting for the purpose of applying for conscientious objector status.
4. Trustees are responsible for insurance policies held by the meeting. This includes making sure we have a child protection policy in place. These policies include liability coverage for trustees.
5. Trustees may employ the services of an attorney if needed, with the approval of MFWAB.
6. The Trustees are responsible for the Harry Abrahamson Fund. The trustees work closely with the finance clerk who manages the fund investments and informs them of the earnings in the spending account. The first priority for funds from the spending account is care and upkeep of the Celo Cemetery. Other requests for funds shall come from MFWAB. All disbursements from the spending account must be pre-approved by the trustees.

Resources:

1. Copy of Chapter 61 of NC General Statutes which should be in the Trustee File in the Finance File Cabinet in Margithaus.
The NC General Assembly enacted the Religious Societies Act in 1796.
2. Nominations-as authorized under 61-1(a) of NC General Statutes, trustees are selected upon recommendation of Nominations Committee and approved by MFWAB.
In accordance with 61-2, trustees may hold property in trust for the Meeting and be accountable to the Meeting for use and management of such property.
3. Copies of letters from Harry Abrahamson establishing the Abrahamson fund in 1996.