
STEWARDSHIP COMMITTEE

Newington Baptist Church Stewardship Policy & Procedures

Article 5 - Board of Directors Section 3-4: To establish governing principles, policies, and determining practices for the Church, including the creation and/or approval and maintenance of policies and procedure manuals, which will contain all controlling policies and procedures governing any and all aspects of the Church’s affairs, including, but not limited to, committee task descriptions and policies regarding the handling of funds, use of facilities, and employment policies and practices;

Article 10 Section 1 Church Operation Manual: The Policies and Procedures Manual of Newington Baptist Church will provide more specific and detailed information on how NBC will operate beyond what is covered in the Constitution and Bylaws. The purpose of the Policies and Procedures Manual is to define orderly functional processes, and to protect the Church from financial, criminal, civil, and reputational risks. This Manual should include policies for all Ministries that require particular attention to detail in their processes to reduce risk or increase accountability. The manual will be maintained by the Church Administrative Assistant on the church website and other cloud storage.

Year:	B.O.D. Signature:	Date of Review:
2020	Jennifer Dudley	2/15/2020
2021	No Review due to COVID	
2022	Robert Hinson	3/20/2022
2023	Sharon Shelton	4/18/2023
2024	Sharon Shelton	6/9/2024
2025	Sharon Shelton	4/25/2025

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STEWARDSHIP TEAM

The responsibilities of this team are to assist the church in stewardship planning, stewardship promotion and financial administration. It develops and recommends to the church an annual church budget. This committee plans and directs the budget subscription, plans and reviews expenditures regularly in terms of budget allocation.

The Stewardship Committee, when directed by the Board of Directors, will be responsible for ordering an audit/review of the Church's financial records. The intensity and extent of this audit will be determined by the Board of Directors.

It develops and recommends policies and procedures for the church and recommends to the Board of Directors an overall stewardship information plan. The Treasurer and the representative of the Counting Committee serve as ex-officio members.