

Central Association of Southern Baptists

Policy Manual

Revised 2001

1. New Work:

- a. Central Association is committed to assist churches in establishing new, healthy, reproducing congregations throughout the Valley of the Sun.
 - i. The **Church Planting Team** will seek to provide information on the growth and make-up of the various sections of the Phoenix metroplex. As appropriate locations are discovered, demographics and psychographics completed, partnerships established with other churches, the Association and the State Convention, Central Association will assist financially and in any other way requested and feasible. The **Church Planting Team** will determine the level of participation of the Association in the partnership.
 - ii. The **Administration Team** will consider any donations of property to determine if the acquisition of the property will assist Central Association in achieving its vision.

2. Finances:

- a. Central Association desires to assist pastors and churches in resourcing their unique God-given vision for carrying out the Great Commission.
 - i. Central Association has established a long-term goal of returning to the churches in the field that demonstrate a Kingdom vision and plan of ministry, 100% of all the dollars received into the undesignated budget of the Association.
 - ii. Any budgeted item will be managed and administered by the **Team** requesting the budget.
 - iii. Any non-budgeted item must be requested in writing and will be addressed by the **Administration Team** or when possible the Director of Missions or an Association staff member.
 - iv. All financial transactions of the Association will undergo a review annually and as often as deemed necessary by the Director of Missions and the **Administration Team**, a certified audit will be conducted.
 - v. The Association will practice “**ministry-action**” budgeting and will respond to the ministry requests of the **Ministry Action Teams**.

- vi. All persons responsible for handling Association funds and financial records shall be bonded.

3. Insurance:

- a. Comprehensive insurance shall be carried on all Association property and equipment. This coverage shall cover Directors and Officers liability, fire, wind, theft, etc.

4. Annual Church Profiles:

- a. Each congregation shall complete and send to the Association such statistical data as may be needed and/or requested.

5. Association Minutes:

- a. The minutes of the Association and its Executive Board meetings shall be made available at or soon after the annual meeting.

6. The Central Communicator:

- a. The purpose of the Central Communicator is to inform the churches of opportunities for training, fellowship, and cooperative ministries.

7. Resource Center:

- a. Resource materials, videos, tapes and equipment are available for churches to check out and use at no cost to them. The person and/or church checking out the materials are responsible for their care and for any damage that might occur while they have the materials.
- b. Should materials be lost it is asked that the person and/or church replace that item.

8. Associational Year:

- a. The Associational year shall run from January 1st through December 31st.

9. Revision of Policies:

- a. The Director of Missions and the **Administration Team** shall review this Manual periodically and any changes shall be recommended at the next regularly scheduled Executive Board meeting.
- b. A majority vote of those Executive Board members present shall be necessary to approve the Policy changes.