



Proposed Guidelines for Expenditures
March 12, 2018

- a. Approval of all expenditures given by the Board with the following guidelines
 - i. Non-consumable resources/materials such as DVD's are approved by the board either by blanket guidelines or case-by-case.
 1. Example of "blanket guideline": Conquer Series has a DVD set costs \$199.90. Currently we have three sets, since there are three groups currently happening with three different leaders. There may be more leaders in the future who will be leading additional groups. When that happens, additional DVD sets may be required. Seek Board approval to purchase additional DVD sets as more leaders and groups form.
 2. Example of "case-by-case": Spiritual Direction DVD's from a variety of sources
 - ii. Costs for consumable resources are split between individual and ministry.
 1. Example: Conquer Series Study Guides cost \$30 or \$15 depending if the group meets for 5 week or 10 week. The cost of this is picked up by the individual.
 2. Example: Grace Support groups workbooks cost \$18.50. Individual pays \$10 and the ministry picks up the \$8.50.
 3. Example: Books for Living with Integrity presentations - Good Pictures, Bad Pictures \$16.59 and Good Pictures, Bad Pictures Jr. \$17.97
 - iii. Costs associated with trainings for Michelle, Ethel and Bob are approved by the Board on case-by-case basis.
 1. AACC training on Friday May 4
 2. Caring for the Heart Ministries internships - summer of 2018
- b. Ministry related purchases below \$100(what amount should this be?) do not need Board approval.