

## Overview of Topics & Approach

July 14, 2010

### Topics to be Covered

The FUS Governance Task force is going to follow the suggested timeline of topics as laid out in the book “*Governance and Ministry*” by Dan Hotchkiss. In the book, Dan suggests that in order to get to a critical mass of policies needed to do a trial run of policy governance a number of basic policies need to be established. Examples of this can be found in his book (Appendix B) starting on page 217.

Our overall goal is to have enough policies adopted by the end of the calendar year to start a trial run in January. This is an ambitious timeline, but one that we believe will maintain our focus and momentum during this important process.

Here is an overview of the topics that we will discuss:

#### GOVERNANCE

- Philosophy of Governance
- Board Covenant
- Board Self-Government
  - Board Agenda
  - Board Committees
  - Conflicts of Interest
  - Discipline & Removal of Board Members

#### MANAGEMENT

- Delegation of Authority to the Staff
  - Global Delegation
  - Staff Structure
- Delegation to Others
- Care for People
  - Health & Safety
  - Nondiscrimination
  - Universal Access
  
- Care for Staff

- Compensation & Benefits
- Creating & Filling Staff Positions
- Discipline and Discharge of Staff
- Whistle-blower protections
- Grievances
- Personnel Manual
- Care for Resources
  - Financial Controls
  - Insurance
  - Capital Reserves and Endowments
  - Document Retention
- Powers Reserved to the Board

## OVERSIGHT

- Monitoring
  - Financial Reports
  - Staff Reports
  - Board Inquiries
  - Financial Audit
- Evaluation
  - Program Evaluation
  - Board and Head of Staff Evaluation
  - Staff Evaluations
  - Clergy Leader Performance Review

### **Policy Approach**

A major role the Governance Task Force (GTF) will play during this process is to propose initial policy language for each of the major topic areas identified as critical to the smooth operation of FUS (see the timeline of topics for details).

The approach that the GTF will be using will recognize that FUS shares many functional similarities to other churches of similar size, and thus, we will not hesitate to borrow heavily from the work of other denominations in making initial proposals. Thus, the Board should not be surprised at what appear to be fairly generic policy proposals from the GTF. We believe that rather than having a small group try to customize policies for FUS, it is far better to use a combination of Board discussion and congregational feedback as the basis for any modifications that are necessary.