

# Restructuring our Leadership Model

## Missional Purpose Statement

Our mission as United Methodists is to make disciples of Jesus Christ for the transformation of the world.

Our vision for achieving our mission is that through God's grace, First United Methodist Church, The Colony is striving to be a welcoming, diverse congregation serving the community with love.

The missional reasons we are proposing a change to a single, accountable Leadership Board are:

- To encourage greater accountability to our mission, vision and goals
- To streamline the governance of the church to be more effective in accomplishing ministry goals
- To empower our laity to serve the community in love
- To be more proactive and responsive to the needs that arise in our community and congregation
- To be more adaptive in our leadership
- To free up our pastoral staff for greater pastoral care
- To devote more time to developing relationships with people outside of our congregation

The 2016 Book of Discipline (BOD) in paragraph 247.2 allows for a local church to adapt its decision making structure:

*“The charge conference, the district superintendent, and the pastor, when a pastor has been appointed (see ¶ 205.4), shall organize and administer the pastoral charge and churches according to the policies and plans herein set forth. When the membership size, program scope, mission resources, or other circumstances so require, the charge conference may, in consultation with and upon the approval of the district superintendent, modify the organizational plans, provided that the provisions of ¶ 243 are observed.”*

The Leadership Board serves in the role of governance and not management. The Leadership Board empowers the lay ministry teams, church staff and pastor(s) to carry out the day-to-day management of ministry. The governance responsibilities of the Leadership Board are three-fold:

1. Fiduciary - stewardship of the church's assets and budget
2. Generative - proactive planning and guiding to seek out new opportunities to make disciples
3. Strategic - goal setting that aligns with the mission and vision

The Charge Conference includes the members of the Leadership Board, the Nominations Committee, pastor(s) appointed to the congregation, and all active and retired clergy who have designated our congregation as their home Charge Conference. The Leadership Board serves as FUMC The Colony's board of directors and serves as the executive committee of the Charge Conference.

## Guiding Principles

### ARTICLES OF ACCOUNTABILITY

1. The Leadership Board is accountable to Jesus Christ to guide the congregation in making disciples of Jesus Christ for the transformation of the world.
2. The Senior Pastor shall be the primary spiritual leader of First United Methodist Church, The Colony and also serve as the church's Chief Executive Officer.
3. The Leadership Board shall serve as the Board of Trustees of the church and shall function in the role of the Board of Directors of First United Methodist Church, The Colony. Except as specifically delegated, all legal authority shall vest in the Leadership Board and no person may legally bind the church to any obligation without prior approval of the Leadership Board.
4. The Leadership Board shall act on behalf of the church in accordance with the Book of Discipline and in compliance with these Guiding Principles. Revisions and/or additions to the Guiding Principles can be recommended by the Leadership Board and ratified by the Charge Conference.
5. The church shall be organized in such a manner as to promote efficient and effective decision-making with appropriate checks and balances and levels of accountability and transparency.

### ARTICLES OF ORGANIZATION

1. The Leadership Board shall consist of 10 members including the following positions:
  - Board/Trustees Chair (Elected annually by the Leadership Board, recommendation is that the Leadership Board Chair also serve as Trustees Chair)
  - Vice-Chair (elected annually by Leadership Board)
  - 2 Finance Coordinators (Ranking coordinator takes the lead; each serve in different class years)
  - Staff Parish Relations Committee Chair
  - Lay Leader
  - 4 At-Large members
  - Youth Representative (Per BOD, cannot vote on Trustees matters)
2. The Leadership Board shall serve as the (i) Administrative Council, (ii) the Board of Trustees, and (iii) the Finance Committee of the church and shall assure that all the duties of each of the above committees are performed.
3. The Leadership Board shall function in the role of the governing body of the church. Essential responsibilities of the Leadership Board are to serve both the congregation and the community, in order to implement the Guiding Principles with emphasis on strategic leadership rather than administrative detail
4. The Nominations Committee shall be charged with recommending to the annual Charge Conference a diverse slate of candidates with a balanced mix of experienced and new leaders who will serve as members of the Leadership Board. The Nominations Committee will select the Board Chairperson and Lay Leader.
5. Members of the Leadership Board shall each serve three-year terms. To assure continuity and experience, the Leadership Board will be comprised of three rotating classes of three members each. One class will roll off each year while a new class is added by the Nominations Committee.
6. The Nominations Committee shall ensure that each member of the Leadership Board completing a three-year term take a one-year sabbatical from the Board.
7. The Nominations Committee shall annually recommend a new class of members to the Leadership Board, and any other replacements for resignations or removals for Charge Conference approval.

8. Any vacancy on the Leadership Board shall be filled by the Committee on Nominations, and the person selected shall serve for the remainder of the vacant term.
9. The Nominations Committee shall have no more than one-third of the Nominations Committee also serving on the Leadership Board.
10. The Nominations Committee shall nominate 2 Finance Coordinators who shall not be a member of the same class year. The ranking Coordinator would serve as the lead Coordinator for Finance.
11. The Finance Coordinators shall ensure that our church's Finance Administrator has a backup.
12. The Treasurer, as an ex-officio member of the Leadership Board, can attend all meetings other than meetings which are closed as permitted under the Book of Discipline or these Guiding Principles.
13. All fundraisers shall be approved by the Leadership Board.
14. The Leadership Board may appoint a Record Keeper from within or outside the Board.
15. The Staff Parish Relations Committee shall remain a separate committee from the Leadership Board. The SPRC Chair will serve as a member of the Board. SPRC Chair will serve as liaison to the District Superintendent, but will keep the Leadership Board chair informed of any communication with the DS.
16. A Leadership Board member that engages in excessive absenteeism or behavior detrimental to the work of the Board shall be counseled by the Leadership Board Chair to determine if service on the Board needs to be discontinued. The Leadership Board Chair shall consult with the pastor and/or Lay Leader on such matters.
17. Each member of the Leadership Board must be a member of the church, shall not be a church employee, and shall not be an immediate family member of the pastor(s), church employees, or other Leadership Board member.
18. The Leadership Board's official connection to the operation of the church shall be through the Senior Pastor.
19. The Senior Pastor has authority over and accountability for the church staff.
20. The Senior Pastor is bound first by direction and decisions made by the Leadership Board before any other group, team, committee or staff member.
21. The New Hope Preschool Board is responsible for the operation and management of the preschool. The New Hope Preschool Board is accountable to the Leadership Board. The Leadership Board shall annually elect one member of the Board to serve on the New Hope Preschool Board and act as liaison.

#### COMMITMENT TO MISSION AND VISION

1. The Leadership Board shall maintain an outward vision, seek out diversity in viewpoints and experiences, strive for collective decision making, and place emphasis on the future rather than the past or present. They shall determine how the mission will be achieved and the boundaries within which to operate.
2. The Leadership Board shall hold ministry teams accountable to the missional goals set forth annually.
3. Each meeting will begin with a devotional and the lighting of a candle to represent the light of Christ's presence within each meeting
4. The Leadership Board Chairperson shall prepare and coordinate the meeting agenda in consultation with the Senior Pastor. The Chairperson shall communicate meeting times and locations in advance to the Leadership Board. The Chairperson is authorized to use a reasonable interpretation of the Guiding Principles as she or he acts to ensure the integrity of the Leadership Board's process. The standing business of the Leadership Board shall include all actionable items from the church's mission and vision statements.

5. The Leadership Board, in conjunction with the Senior Pastor, shall establish measurable ministry goals every year that are driven by the mission to accomplish the vision. This work shall be implemented under the direction of the Senior Pastor. The SPRC shall provide regular reviews and evaluations of the Senior Pastor's progress in implementing such goals.
6. Each member of the Leadership Board shall attend all meetings as they are able. If unable to attend, they must notify the Chairperson. The Chairperson shall determine if attendance by teleconference or other electronic method shall be made available. The Chairperson shall communicate to the church any changes to the location of the meeting with sufficient advance notice.

#### COMMITMENT TO TRANSPARENCY

1. All Leadership Board meetings shall be open to the congregation.
2. Notices of upcoming meetings shall be communicated to the congregation.
3. The Leadership Board shall strive for transparency in all matters, creating positive feedback loops for the congregation. The Leadership Board shall publish the meeting minutes after every meeting. Board meetings shall be open meetings.
4. The Chairperson has discretion to close a portion of any meeting for any subjects deemed sensitive/confidential. In doing so, the Chairperson must always be steadfast in his/her commitment to transparency.
5. The church website will contain agendas and minutes from previous meetings.

#### MINISTRY TEAMS

1. The Leadership Board will annually provide a list of "Ministry Teams" (possible examples: Worship, Facilities, Nurture, UMW and UMM). The Committee on Nominations will then name Chairpersons for these teams for annual Charge Conference approval.
2. At any point during the year, the Leadership Board can form a new "Ministry Team" or "Task Force" as needed and also name the Chairperson of that team.
3. Ministry Teams will be under the strategic direction of and be held accountable to mission fidelity, goal setting and achievement by the Leadership Board.
4. The Senior Pastor and staff will coordinate with the Ministry Teams to accomplish the strategic plan and goals set forth by the Leadership Board.

#### VOTING

1. A quorum will exist when a majority of Leadership Board voting members are physically or virtually present (6 members is a quorum). The Pastor, a Record Keeper, and Treasurer do not have a vote on the Leadership Board and do not count toward a quorum. If a quorum is established, then votes made by email or phone by Leadership Board members unable to attend in person shall be recorded.
2. The Leadership Board shall be empowered, at the discretion of the Chairperson, to waive the requirement for an in-person meeting and hold votes by email on urgent matters outside of a scheduled meeting. All electronic votes must be submitted in an email to the entire Leadership Board so votes can be properly recorded. Once a vote reaches a majority, the Chairperson will reply with an email marking the official tally and determination of the vote results. These votes will be made public as part of a special addendum to the Leadership Board's meeting minutes.

## Leadership Covenant Suggestions

In addition to the list below, you may wish to add other covenantal elements that define the roles and authority of each board member individually and collectively, such as boundaries about making demands upon staff and staff time without consulting the pastor, matters of conflicts of interest, and the limits of personal authority as an individual board member.

- Board members are encouraged to invest in conversations and decisions with vigor and passion. However, once the board has come to a decision, each board member will openly and publicly support the decision of the board whether the individual member personally agrees with the decision. We are a board with a unified voice.
- Board members are expected to be present at all board meetings unless ill or out of town. If members miss more than three meetings, the board chair will converse with the board member to see if their seat needs to be vacated and filled by someone who can be more active.
- Board members will review the meeting packet prior to meetings, coming fully prepared and ready to participate.
- Board members are role models for the congregation. Therefore, members will model mature discipleship by being present in worship at least three times per month, tithing or moving toward a tithe, have an active prayer life, serve in mission three times per year, be active in a ministry team, be in a faith development group, and openly share their faith with others in the secular world.
- Board members will be on time for meetings, silence cell phones, and immerse themselves in the meeting without distractions in respect for others' time and commitment.
- Board members will encourage and support our pastors and fellow board members.
- Board members will hold ourselves, the pastors, and other board members accountable for their leadership roles and responsibilities. This includes allowing others to hold the board members collectively and individually accountable.
- Board Members understand that conflict and disagreements are natural in any community, including the church. As a board, we will approach matters of disagreement with transparency and maintain our missional focus as a board. When approached by a person or group concerning a matter of disagreement or conflict, we will follow the path laid out by Jesus in Matthew 18 by encouraging the concerned party to go directly to the individual, to volunteer to go with the concerned party as a witness, or to invite the concerned party to address the full leadership or an assigned work team to address the issue. At no time will we support secret meetings that undermine the integrity or authority of the pastor or Board.