



**Governance: Approval of Board of Trustee Candidates:**

**General Policy:** To create a harmonious systems to accept a member’s candidacy as board candidate for the Board Elections.

**Procedure:** The Board of Trustees receives suggestions from the board of elections committee. On the February meeting, a month before the board election the board of trustees will use the rubric on this page to approve the member’s candidacy. The rubric designed is in accordance with the bylaws. If the answer is no to any of the questions, the board will not approve the member to candidacy and will give suggestions on how they can meet the criteria documented in the bylaws.

<b>Candidacy Criteria for Board Members</b>		<b>Circle Yes if they meet criteria.</b>	<b>Circle No if they don't meet criteria</b>
1a	Desires to serve on the Board and has been an active member for at least one (1) <b>year with their tithes.</b>	Yes	No
1b	Desires to serve on the Board and has been an active member for at least one (1) <b>year by volunteering and consistent attendance.</b>	Yes	No
2	Endeavors to live in accord with the Universal Truth principles of Love and Truth as taught by Unity.	Yes	No
3	Furthers the work of this Ministry through their active interest, love, and support.	Yes	No
4	Is a sincere and continuing student of Unity, conversant with its teachings.	Yes	No
5	Has demonstrated leadership capabilities <b>within the previous fiscal year they are applying.</b> (Examples will be leading a committee, class, or UOP volunteer group.)	Yes	No
<b>Recommendations if any:</b>			



## **Board Leadership Policy\*\***

**Guiding Principle:** There must be mutual respect for the roles of a community center church. Under a community centered church the community understands the roles so there is harmony, love and growth. Here are the three roles: the role of community is to create the experiences, role of the minister is to guide the experiences, the role of the board is to support community's experiences and minister's guidance with the fiduciary funds so those experiences can be successful, with expenses and profits in mind. This is addressed in approving the budget and monthly board meetings.

### **Procedure:**

#### **Board Agendas**

All Board Agenda items must be approved by both the minister and boardchair a week before the monthly board meeting. Any last minute and emergency issues added to agenda or any new business items, must still be decided by both the minister and boardchair. Topics and issues that are not on the agenda will be redirected to another time and conversation with the proper avenues. If there are questions of Ministry issues, the board chair will share with minister before board meeting and both will agree before it becomes an approved agenda item.

#### **Board Meetings:**

Board meetings will start and end on time. Board Members must decide a consistent time and day for meetings. Duration of meetings will not exceed in general an hour and half. Board minutes and Treasurers report must be emailed to board members no later than a week before the board meeting so that board members can review. Board preparation must be completed before meeting begins. The boards success depends on their individual participation to drive revenue and collective participation led by board chair.

#### **Board Members Community Participation:**

As the fiduciary responsibility of the Board, board members can report from time to time on how they have helped drive revenue by supporting the ministry, with their participation in events, building relationships, finding resourceful ways to reduce cost (grants etc), and informing the community on tithing during Sunday service offertory.

**Attendance:** Late or absent board members will receive recap when minutes are issued to honor everyone's time.

*\*\* This amendment was agreed upon the renewal of Ministers contract 2023, please see Feb 2023 board minutes.*