

Board Committee Charters

PRIOR VERSION OF BOARD POLICIES FOR REFERENCE

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Nominating Committee Charter

PRIOR VERSION OF BOARD POLICIES FOR REFERENCE

Updated: May 2023

Purpose:

The Bylaws state that the duties of the Nominating Committee are to nominate candidates for all of the elective offices of the Church and to present these nominations to the Congregation.

Composition and Term of Service:

The Bylaws state that the Nominating Committee has three members who are elected by the Congregation for three-year terms, plus one Board Member liaison Trustee in a one-year renewable term.

Outcomes:

- Present a slate of candidates meeting the Board criteria for leadership needs in the upcoming year, at least 1 month prior to the Congregational elections
- Present a slate of candidates for all of the elective offices of the Church at the Congregational Meeting where elections are held.

Responsibilities:

1. Nominate a slate of candidates for all elective offices.
 1. Per the By-laws, nominees for any elective office must be members of the Church.
 2. Consults with the Board to ascertain future leadership needs and criteria for open positions.
 3. Consults with the Senior Minister and the Leadership Development team, and requests nominations from the Congregation, to identify potential leaders with the required skills.
 4. Continues our commitment to a transparent process allowing for Congregational input and receiving suggestions for nominations from any source.
 5. Ensures that nominations are based on qualifications and competencies rather than on personal relationships.
 6. Creates a slate of nominees to present to the Board, and certifies to the Board that the criteria have been addressed and that the nomination process was compliant with Board policies.
 7. Presents the slate of qualified nominees to the Congregation.

2. Support leadership development within the Congregation.
 1. Stay up to date with the Board's needs for changing roles and emerging leadership needs
 2. Work with the Senior Minister and Leadership Development Team to identify congregants who have demonstrated their commitment to personal growth, to leadership activities, and to the Foothills' Mission and Values; and who have the particular skills that are needed in a given year.
 3. Use proactive communication practices throughout the year to share about leadership development opportunities created by the Leadership Development Team and open positions.

Policy Committee Charter

PRIOR VERSION OF BOARD POLICIES FOR REFERENCE

Date Revised: May 4, 2023

Purpose:

The Policy Committee is a working committee of Foothills Board of Trustees. It assists in focusing the Board on its governance role and in its efforts to ensure that the organization and governance of the Church serves its Mission and members.

Composition and Terms of Service:

- The Policy Committee has two members and a Board of Trustees liaison.
- Members of the committee selects the chair.
- The Committee meets as needed.
- Each member serves a two year term that can be renewed.

Outcomes:

- Annual review and recommendations for Policies and Bylaws updates

Responsibilities:

1. As requested by the Board, reviews and makes recommendations on matters of procedure to determine if they are within the Ministry or Board of Trustees purview.
2. Reviews Bylaws for consistency with Church Mission and vision and identifies potential changes for the Board to take to the Congregation for a vote.
3. Maintains and updates the Board Policy Book.
 1. Reviews the Policies to ensure they are consistent with Bylaws, they are clear and working effectively; and identifies needs for updates.
 2. Recommends Policies to address new Policy needs identified by the Committee or the Board.
 3. Maintains a revision history of Policy changes
4. Reviews proposed changes to manuals and policies to ensure Operational Manuals are aligned with Board Policy.
5. Educates the Congregation about policy-based governance as needed.

Linkage Committee Charter (Needs Updating)

PRIOR VERSION OF BOARD POLICIES FOR REFERENCE

Date Adopted: May 4, 2023

Purpose:

The Linkage Committee assists the Board in maintaining its focus on the future. Needs Updating

Composition and Term of Service:

- The Linkage Committee has three to five members that may be members of the Board. At least one member must be a Board Member.
- Members of the committee select the chair.
- The Committee meets as needed.
- Each member serves a two year term that can be renewed once.

Outcomes:

- Materials for the Board to develop capacity for future focus
- Planned Visioning Efforts

Responsibilities:

Needs Updating

This committee helps to identify and, where appropriate, facilitate conversations between the Board and its sources of accountability and authority. It brings materials to the Board to help develop capacity for future focus, and takes the lead in planning for upcoming visioning efforts.