

# 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.

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