

Monitoring

- [MM/YYYY - Ministry Report to the Board of Trustees](#)

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Policies Under Review This Cycle	[e.g., 2.3 -- Care for People (2.3.1--2.3.4)]
Prepared by	[Name(s)]
Reporting Period	[Date range]

Executive Summary: Pulse of the Congregation

Author this section in narrative form. The board responds well to a congregational voice. Write from inside the life of the community, not above it.

- ☞ What is the emotional/spiritual texture of congregational life right now?
- ☞ What is the community responding to, internally, culturally, politically?
- ☞ What is the key challenge or opportunity in front of us this season?
- ☞ What is the executive team's current focus or orientation?

Policy Monitoring

Policies reported this cycle: [e.g., 2.3 -- Care for People (2.3.1--2.3.4)]

The following section provides ministry interpretation and compliance assessment for each policy under review this reporting period.

[Policy Number and Name]

Provide interpretive narrative: how does this policy live in the actual work of the church? What systems, relationships, or practices embody it? Name any gaps, transitions, or areas of active

development honestly.

☞ What does compliance actually look like in practice here?

☞ What is working well? What is still developing?

☞ Are there any areas where the church is partially compliant or actively building toward full compliance?

Compliance Checklist

- ☐ [Item] -- [brief interpretive note if needed]
- ☐ [Item]
- ⚠ [Item] -- [what is in progress or not yet resolved]
- ☐ [Item] -- [pending action or board ask]
- ☐ [Item] -- [what the gap is and what is needed]

Board Asks

#	Type	Ask	Context
1	[Awareness]	[Brief description]	[Why this matters now]
2	[Decision]	[Brief description]	[What the options are]
3	[Add as needed]		

How to Read This Report

Compliance Status Icons

Icon	Meaning
☐	Compliant -- This area is functioning as intended and meets the policy standard.
⚠	In Progress -- Work is underway but not yet fully compliant. Details provided.
☐	Pending -- Waiting on a specific action, decision, or external factor before progress can continue.
☐	Non-Compliant -- A gap exists that needs direct attention.

Board Ask Types

Tag	What It Means	What the Board Does
[Awareness]	The board should know about this.	No action required. Read and note.
[Affirmation]	Ministry is moving forward on this and wants the board's support on record.	Affirm or raise concerns.
[Decision]	A choice point that falls within the board's authority.	Discuss and decide.
[Action]	Something the board itself needs to do or assign.	Take or delegate the action.