

PURPOSE

To fulfil the responsibility of the governing body as outlined in the United Church Manual.

SCOPE

To oversee the spiritual interests of the congregation.

To provide stewardship of the assets of the congregation.

To set the strategic direction and mission of the Church.

GOAL

To create a worship space that allows people to meet their spiritual needs through a diversity of services, programs and offerings.

OBJECTIVES

To actively listen to the congregation and act on its behalf as required.

To establish board level policy to enable staff and volunteers to handle day to day operations of the Ministry.

To consider and oversee the establishment of the strategic direction for the Church.

To provide oversight of key staff/ministers.

DELIVERABLES

All people are accepted at this Church and feel welcomed, respected and find their place here.

People are actively involved and participating in the mission of the Church in the roles they are drawn to, ranging from worship to volunteerism.

All members understand and support the mission and strategic directions of the Church.

MEMBERS

Number

Board members will be a minimum of ten and a maximum of twelve

Term of Membership

Board members will be elected for a two year term, with two renewable one year terms.

Appointment

Board members are elected by the congregation.

Early Removal

Board members may be removed before their term ends if they:



- a) resign;
- b) move away;
- c) leave the United Church;
- d) miss more than three meetings in a row;
- e) exhibit unsuitable behavior; or
- f) other reasons the congregation feels appropriate.

Staff Support

The Lead minister and Executive Director, Operations will attend all meetings as non-voting members, and will act in a support capacity. Any staff may attend the open portion of a Board meeting.

MEETING

Quorum

A quorum will constitute fifty percent plus one of the membership. (e.g. if ten members, then the quorum will be 6)

Frequency of Meetings

Meetings will be held ten times per year.

Chair

The Board members will select a member to be chair.

Notice of Meeting and Agenda

An agenda will be circulated at least five days prior to a Board meeting.

Meeting Minutes

Meeting minutes will be circulated no later than one week after a Board meeting.

Voting

All board members may vote and decisions are reached by consensus.

REPORTS TO

The Congregation of St. Andrew's-Wesley United Church

RELATED POLICIES

United Church Manual

REVIEW AND REVISION

These terms of reference will be reviewed every two years.