

UNITARIAN CHURCH OF LINCOLN, NEBRASKA

POLICY STATEMENT

Author: Board of Trustees

Policy Type: Governance

Policy Title: Individual Board of Trustees Job Description

Category: Board

Serial Number: G3a2

Adopted: February 16, 2004

Individual members of the Board of Trustees will:

1. Become familiar with, and update as needed, the by-laws of the church and the policies being used by the Board of Trustees.
2. Work collaboratively to set policies with a long-range perspective for church organizational units.
3. Function as a communication link between the members of the congregation and the Board of Trustees. (Some possibilities include: telephoning congregants, organizing small group meetings, writing follow-up letters, and making announcements for Sunday Services).
4. Attend scheduled Board of Trustee meetings (usually one a month is scheduled).
5. Accept appointment to and participate in short-term board task groups.
6. Attend and assist with town hall discussion meetings and Congregational decision meetings.
7. Attend Board of Trustees Retreat (usually held in the spring after the Board of Trustees elections).
8. Assist the Finance Council as necessary.
9. Be aware of Unitarian Universalism in a larger context than Lincoln, such as the Prairie Star District and the Unitarian Universalist Association.
10. Support the decisions of the Board of Trustees.