

3 BOARD-MINISTER RELATIONSHIP

3.1 GENERAL STATEMENT

The Board will link governance and management/operational functions through the Board meetings. Between meetings, linkage shall be maintained through dialogue between the Minister and the Board President, or their designees.

Accordingly,

1. The Board will hold the Minister accountable for the successful operation of the Church and for leading operations to support the mission, vision, values and goals of the church as approved by the Board.
2. The Minister shall have the authority to delegate routine day to day decision making to an Operations Team or any other appropriate structure under h/h supervision.

3.2 UNITY OF CONTROL

Only decisions of the Board acting as a body are binding on the Minister.

Accordingly,

1. Decisions or instructions of individual Board members, officers, committees, or Church members are not binding on the Minister except in rare instances when the Board has specifically authorized such exercise of authority.
2. In the case of Board members or committees requesting information or assistance without Board authorization, the Minister can refuse such requests that require, in the Minister's opinion, a material amount of staff time or funds, or are disruptive.

3.3 ACCOUNTABILITY OF THE MINISTER

The Minister is the Board's primary link to operational achievement and conduct, so that supervision of staff, as far as the Board is concerned, is considered the authority and accountability of the Minister.

Accordingly:

1. The Board shall not have authority to give assignments to persons who report directly or indirectly to the Minister.
2. The Board will refrain from evaluating any staff other than the Minister.
3. The Board will view Ministerial performance as directly linked to Church accomplishments of Board-stated goals and the avoidance of Board-prohibited means.

3.4 DELEGATION TO THE MINISTER

The Board will delegate authority to the Minister through written policies that prescribe the organizational Goals to be achieved and describe organizational situations and actions to be avoided, allowing the Minister to use any reasonable interpretation of these policies.

3.5 MONITORING MINISTER PERFORMANCE

Systematic monitoring of Minister's job performance will be measured solely against the Board-stated policies, subject to the Ministerial limitations. Accordingly,

1. Monitoring is simply to determine the degree to which Board policies are being met. No other data will be considered monitoring data.
2. The Board will acquire monitoring data by one or more of three methods: (a) by internal report, in which the Minister discloses compliance information to the Board, (b) by external report, in which an external, disinterested third party selected by the Board assesses compliance with Board policies, and (c) by direct Board inspection, in which a designated member or members of the Board assess compliance with the appropriate policy criteria.
3. In every case, the standard for compliance shall be any reasonable Minister interpretation of the Board policy being monitored.
4. All policies that instruct the Minister will be monitored at a frequency and by a method chosen by the Board. The Board can monitor any policy at any time by any method, but will ordinarily depend on a routine schedule.

3.6 BOARD AND MINISTER COMPLAINT AND INQUIRY

Complaints and inquiries shall be handled in accordance with the Church's Mission as stated in the goals policies that encourage direct and open communications. The Board expects the Minister to resolve complaints and inquiries directly with the impacted party(ies), and to that end, the Minister will present to the Board a complaint and inquiry process. Upon review and approval by the Board, the Minister shall publish that process prominently in the Church and on the website. In the event a member or group believes the Minister's resolution to a complaint or inquiry has violated current policy or is inconsistent with the goals, the issue can be forwarded for consideration as a Board agenda item. If the Board, in its sole discretion, chooses to place the issue on its agenda, the matter may be heard in executive session.

3.7 DISCIPLINARY POLICY AND PROCESS

The Board will pursue the following process in the event that it determines a policy violation has occurred. If the Board determines that the violation is egregious, an alternative process will be designed, commensurate with the severity of the violation. At any point in either process, outside counsel may be engaged.

1. Step 1: The Minister will be informed of the policy violation. The Minister or team member will submit to the Board a written plan to remediate the violated policy and present the plan for approval at the next Board meeting.

2. Step 2. If, after a specified period of time, the policy violation has not been corrected, written documentation of non-compliance will be placed on file.
3. Step 3. If the policy violation continues, the Board may consider suspension and determine how to notify the congregation, the means of doing so, and the content of the communication.
4. Step 4. If the situation remains unresolved, a termination process will be initiated.
 - a. Called Minister: If the individual is a called minister, the Board will recommend to the congregation that the called minister be terminated for continued policy violation.
 - b. Call a meeting of the congregation in compliance with Church Bylaws regarding removal of the minister.

3.8 Monitoring Board Performance

The Board systematically will monitor its own performance, relative to its Governance Process and Board-Executive Relationship policies, by including a portion of these policies for review semi-annually.