

Towson Unitarian Universalist Church



Deepening Your Connection

March 17, 2024



Multi-platform (in person and on Zoom)

Sponsored by the Nominating Committee: Lou Gieszl,
Nancy Caswell Magrogan, Art Starr, and Sue Royer (Chair)

Agenda



- Why serve?
- Training
- Elected Positions – Board of Trustees
- Elected Positions – Nominating Committee
- Appointed Positions – Administrative Team
- Appointed Positions – Board Committees
- Volunteer Positions – Program Council and Committees
- Discussion

Why Serve: Deepening Your Connection



- Share your talents
- Develop new skills
- Meet new people and strengthen relationships
- Contribute to making decisions
- Learn how TUUC interacts with other organizations, both UU and non-UU
- Give back
- Influence how the Board engages with the Congregation

Why Serve: Andrew Hager's Story



What makes a good candidate for the Board?



- Is enthusiastic about TUUC!
- Attends Sunday services on a regular basis
- Is already involved – e.g. teaches YRE, serves on a committee, sings in the choir, or volunteers as a greeter, on the AV team, or for Saturday work parties, ...
- Has been a member of TUUC since at least June 2023
- Is a good listener
- Fulfills their financial pledge
- Has a reputation for getting along well with others
- Is able to put the church's priorities first, above individual interest areas

If you're not sure how to be a Board member ...



- TUUC Bylaws and Governance Policy

https://www.towsonuuc.org/s/TUUC_BylawsOct2020-1.pdf

https://www.towsonuuc.org/s/TUUC_Governance_Policy_2022_Adopted_May18.pdf

- UUA Training – LeaderLab

- Training by Role – some free, some low cost
 - 12-Part Free Self-Guided Training for Board Members
- UUA support – monthly webinars, liaison, listservs





Board of Trustees

- President-Elect, Secretary
- At-Large Trustees (multiple)
- Two-year terms, may not serve more than two consecutive terms
- Must be a Member of TUUC for at least one year prior to date of election
- Monthly Board meetings
- Additional duties based on role and Board priorities



President-Elect

- One-year term, eligible for one additional year
- Convener of the Program Council
- Sees that major calendar events are determined and posted
- May preside over the Board or any other duties of the President in the absence of, or at the request of, the President
- Is expected to serve as President of the Board when their term as President-Elect has concluded

Secretary of the Board of Trustees



- Two-year term, may serve two consecutive terms
- Takes minutes at Board meetings
- Calls for reports in advance of Board meetings from officers and board committees
- Publishes Board meeting agendas in advance (in consultation with the other officers)
- Sends approved minutes to the Church Administrator for posting
- Checks the Board calendar to help ensure committee reports are requested.
- Proficiency with Microsoft Word is preferable

At-Large Trustee



- Two-year term, may serve two consecutive terms
- Monthly Board meetings
- Additional duties based on role and Board priorities
- May serve as chair of, or liaison to, a Board committee

Nominating Committee



- Three members elected by the Congregation, plus the Chair, who is the immediate past President of the Board
- Two-year terms, may not serve more than one consecutive term
- Identifies candidates for elected and board-appointed positions
- Identifies leadership development activities
- Submits a written report to the Board by April 1



Board Appointed Positions

- Two Administrative Team positions
- Chairs and members of these Committees/Teams:
 - Endowment
 - Membership
 - Right Relations
 - Personnel – Nominated by the Minister
 - Stewardship
- Must be a Member of TUUC to serve in these roles

Administrative Team (A-Team)



- Two members are appointed by the Board of Trustees: House & Grounds Head and Finance Head
- Three-year terms, may serve 2 consecutive full terms
- The Minister and the Church Administrator are also A-Team members
- Handles day-to-day administrative decisions
- Handles responsibilities delegated by the Board in the TUUC Governance Policy
- Meets monthly, or more often as needed. Submits a written report to the Board each quarter.



Finance Head (A-Team Member)

- Supports the Church Administrator in the development of the annual budget
- Attends A-Team meetings and participates in decision-making regarding spending
- Obtains monthly cash position report from the Bookkeeper and reviews it with the A-Team
- Interfaces with the Program Council on the Auction, Fundraising Policy education, and to gather budget inputs
- *Does not sign checks, authorize payments, provide oversight of the Bookkeeper or make recommendations regarding staff salary or benefits.*

House & Grounds Head (A-Team Member)



- Lead on Building and Grounds matters
- Attends A-Team meetings and participates in decision-making regarding spending
- Submits budget inputs for Building and Grounds maintenance



Endowment Committee

- Members are appointed by the Board of Trustees
- Two-year terms, may serve 2 consecutive full terms
- Chair plus three other members plus ex-officio members Treasurer and Finance Head
- Makes recommendations to the Board
- Investment Objectives & Guidelines are defined in TUUC's Governance Policy
- Submits a written report to the Board each quarter



Membership Committee

- Members are appointed by the Board of Trustees
- Two-year terms, may serve 2 consecutive full terms
- Chair plus six other members
- Provides intentional outreach to the community and nurtures a positive and meaningful experience for Members and guests
- Submits a written report to the Board each quarter
- Submits the TUUC Membership list for annual certification to the UUA



Right Relations Team

- Members are appointed by the Board of Trustees
- Two-year terms, may serve 2 consecutive full terms
- Chair plus two to four other members
- Is responsible for mediating and guiding members and guests in the process of managing conflict
- Submits a written report to the Board each quarter, (without specifics)

Personnel Committee



- Members are nominated by the Minister and appointed by the Board of Trustees
- Two-year terms, may serve 2 consecutive full terms
- Chair plus two other members
- Is responsible for advising the Minister as Head of Staff and the Board regarding the church's role as an employer.
- Advocates for fair and equitable salaries, benefits, and employment practices for church staff.
- Completes the UUA Benefits Tune-Up workbook annually

Stewardship Committee



- Members are appointed by the Board of Trustees
- Two-year terms, may serve 2 consecutive full terms
- Chair plus two to nine other members
- Leads the annual canvass of members and friends, to secure pledges of financial support for the church's mission
- Consults with the Board regarding priorities
- Focuses on stories of impact
- Submits a written report to the Board each quarter

Program Council



- Supports and promotes the church's mission and vision by offering programming. Fosters synergies between committees and improves communication and awareness of programs
- Comprised of the Minister, the Convener, A-Team members, and staff and lay leaders who offer programming. Committees and groups looking for volunteers include:
 - Youth Religious Education Committee
 - Lay Worship Associates
 - Green Sanctuary Committee
 - Social Action Committee
 - Choir & Music
 - Greeters, Hospitality
 - Roots and Wings chapter of Covenant of UU Pagans
 - Audio/Visual Team
 - Aging Together
 - Auction Team
 - Adult Religious Education
 - ...

Current Board Members



Board of Trustees (2023-2024)



Andrew Hager, President



Ellie Hughes, President-Elect



Patty Barry, Secretary



Larry Magder, Treasurer



Michael Magrogan, Member-at-Large



Patricia Lott, Member-at-Large



Susan Riggs, Member-at-Large



Tracey Myers-Preston, Member-at-Large

Questions? Interest? Next Steps.....



- Questions? Interest?
- Contact any member of the Nominating Committee: Lou Geiszl, Nancy Caswell Magrogan, Sue Royer, Art Starr
- Target date for finding candidates for positions: April 1
- Due date for bios and photos for slate for the Annual Meeting: May 1
- Annual Meeting: June 9