

All Souls Shepherding Team
October, 2009
4:30-7:00 PM
4MS Library

AGENDA

1. Time of Prayer
2. Call To Order, Meeting Open to Visitors (approximately 5:00)
3. Consent Agenda (contact chair ahead of time if any objections)
 - (a) Approval of agenda
 - (b) Approval of minutes
4. Reports
 - (a) Nominating Committee
 - i. Committee is progressing with its work
 - ii. Nominees have been reported to board for feedback
 - iii. Currently interviewing candidates
 - iv. Will have slate by early November
 - (b) Finance and Attendance Report
 - (c) Chair
 - i. Meeting with 4MS management
 - ii. Scheduling of Table Talk (opportunity to discuss 4MS with congregation, and hear about any other issues that we are not aware of): Target date: November 1
5. Business
 - (a) Proposal to eliminate personnel committee and merge function with the finance and operations team
 - i. New FOT description would be as follows:

Finance, Operations, and Personnel Team Description

Composition

The Finance and Operations Team of the All Souls Shepherding Team (Board) shall consist of the Church Administrator, at least one member of the Board, and at least one member of the church as appointed annually by the President of the Board in consultation with the Church Administrator.

Responsibilities and Tasks

The primary responsibilities of this team are to coordinate the church's annual budget process; to provide oversight of fiscal policy; to define operational standards as needed through the development of operating policies and procedures; to support the Church Administrator in implementation any policy or operational changes that do not require the attention of the entire Board or Executive Team; to provide advice to the Church Administrator as requested on matters of legal compliance, payroll contracts, facilities, and communications, to provide support and accountability to the Church Administrator on all relevant job responsibilities; to provide oversight for personnel policies, including recommendations to the Board for personnel additions/changes; to establish policies for and participate in the annual evaluation of staff, including appropriate salary adjustment recommendations to the Board; and to liaison with the Church Administrator regarding implementation of policy changes.

The Finance and Operations Team meets as needed to conduct business, makes recommendations to the board regarding major changes in fiscal and operational policy, and reports on its work to the board as requested. All decisions made by the Finance and Operations Team are subject to review by the full Board at the request of three members of the Board.

- (b) Board Responsibilities
 - i. Discuss how the board can take a more active role in making people feel welcome Sunday nights
 - ii. Discuss how the board can better connect with the flock
 - (c) Establishing an ad hoc group to assess health care/insurance needs in the body and make recommendation on how to meet those needs
 - i. Jeremy Jennings and Rebecca Loy have proposed (as members of the congregation, not chairs of ministry teams) that we respond to Doug's sermon on health care by forming a group to assess health needs in the church and identifying how the church could respond to meet these needs. The proposal is to form an exploratory group that would be open to participation from the congregation.
6. Adjournment (Next Meeting: November 10 – Please mark calendars)