

Guidelines to Ensure the Alternative Structure Success

1. Churches can designate members of the Leadership Board to serve as liaisons between the leadership board and each various ministry team or group within the church (for example, vision team, education team, mission team, etc.)
 - a. This promotes communication and allows for avenues of evaluation and decision making.
 - b. Note: The liaison is not expected to become an active part of that arm of the church, but simply to provide a bridge for connectedness
2. The Leadership Board should meet regularly in the beginning of the structural shift to monitor goals, mission and vision (and to counteract miscommunications) until church business has been effectively streamlined.
3. The Leadership Board may conduct 2-4 Town Hall meetings a year or issue a "state of the Church" report in conjunction with the Charge Conference annually.
4. When making significant decisions for the congregation, the Leadership Board may solicit input from the congregation.
5. It is recommended that the Leadership Board members rotate off after their term, to eliminate small circles of power and promote development of new leaders
6. It is highly recommended that in the fall of each year all the groups and teams within the church draft their budget request for the following year, along with 3 goals for the new year.
 - a. Including an explanation of how those goals fit the overall mission and vision of the church and a report on how goals were accomplished the previous year.
7. Once the budget is approved, the pastor, staff, teams, and groups automatically have permission to spend the money they have requested, after communication occurs between the treasurer and at least one finance representative on the leadership board.
 - a. This ensures that funds are available before funds are spent.
 - b. The Leadership Board may also establish a spending cap (for example: any purchase under \$300 is permissible without requiring communication between Treasurer/Finance representative.
 - c. Every Leadership Board member is not required to vote on every expenditure
 - d. In a case when a team or group wishes to spend money for an item not already in the budget, the issue is taken to the Leadership Board.

Single Board Leadership Model

1. The Church Council will carry out the administrative functions of the Trustees, Pastor Parish Relations Committee, Finance Committee, and Administrative Board/Council.
2. The Church Council will be composed of 9-17 members elected by the Charge Conference. There shall also be up to three ex-officio members with vote.
3. The elected members will be divided into three classes. Members may serve two consecutive terms if elected.
4. The elected members will include the Council Chairperson, Lay Leader and Lay Member to Annual Conference.
5. Three of the additional elected members will have responsibility for the functions of the Trustees, three will have responsibility for the functions of the Pastor Parish Relations Committee, and three will have responsibility for the functions of the Finance Committee.
 - a. The financial secretary and the church treasurer, if not paid employees of the church, will be included in those elected to fulfill the function of the Finance Committee.
6. To carry out corporate functions the Council shall elect from its membership a vice chairperson and secretary. This is necessary and will be utilized only as it relates to carrying out responsibilities of corporate nature assigned to trustees. (for example: in order to sign annual reports)

7. In addition to the Church Council, the Charge Conference shall also elect the Committee on Nominations and Leadership Development.
8. The staff, volunteer and paid, is accountable to the pastor. Hiring, supervision, assessment and termination are the responsibility of the pastor in consultation with the Church Council. The staff's work will be assessed by the pastor on performance goals established by the pastor.
9. The Council and Pastor will set performance goals each year by which the pastor's work will be assessed and for which the pastor will be held accountable.
10. A SPRC chair for DS liaison for appointment issues is designated.
11. Staff reports to pastor. Build relationships with staff that pastor is their advocate to the Board.
12. Board Chair, Lay Leader and Lay Delegate can also have an additional board function.
13. Annual Board Retreat to go over mission, vision goals, and next year's goals.
 - a. The Leadership Board governs: policy manuals, budget, accountability to goals, support
 - b. Visioning
 - c. Over-site responsibilities (such as money is where it is supposed to be and people are where they are supposed to be.)