

**Taking Care of Business
at
Foothills Unitarian Church**



Our Mission is to Unleash Courageous Love:

Courageous Love lives in the practice where love of self, love of others, and love of the world come together and conspire to risk the highest good. By embracing our diversity, growing our faith, and awakening our spirits to the unfolding meaning of this life, we seek to unleash courageous love in Northern Colorado and beyond.

The Congregation- that's all of us – hopes you find this a place where your gifts and values come to life and your spirit grows.

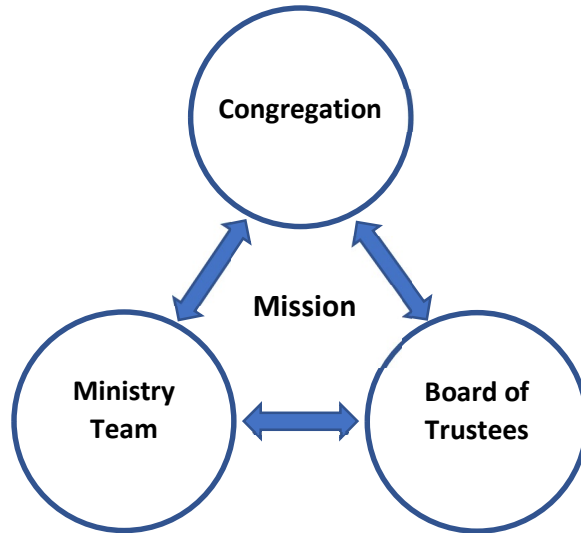
Foothills Unitarian Church is a member of the Unitarian Universalist Association (UUA) – an association of liberal congregations -- but UUA is not a governing body. Our church governs itself. We invite you to become a member and add your voice.

This congregation is large enough that we need a formal structure to make responsibilities clear and make things happen efficiently . Here's how we take care of business at Foothills Unitarian Church.

The Board of Trustees – is made up of seven members, serving in trust for the congregation for staggered three-year terms. Staying in close touch with the congregation, the Board articulates the church's vision through its governing policies and, referring to those policies, monitors the work of the Ministry Team.

Governing policies give direction to the work of Foothills Unitarian Church. They set forth our mission, values, and the ends we reach for. They describe the Board's relationships with the congregation, with the Ministerial Team, and within the Board itself. The policies specify what should be done and why, but they do not say how it should be done, except for certain proscribed actions. This allows the Ministry Team a lot of freedom and creativity.

Each trustee is involved in other activities at the Church, out of personal interest and as one way to connect with other members. But as already mentioned, the three main responsibilities of the trustees are to stay in touch with the congregation, to articulate its vision (envision the future) through governing policy, and to monitor the work of the Ministry Team.



The Ministry Team - is the leadership group and staff that is responsible for day-to-day operations. It includes the Senior Minister, Rev. Gretchen Halley, Associate Minister Rev, Sean Neal-Barron and Assistant Minister Rev. Kristen Psaki; as well as Director of Family Ministry Eleanor VanDeusen, and Music Lead Christopher Watkins Lamb. There is also a large staff to support the activities of the Church. Please refer to our web site to see all the people involved and get their contact information.

The Ministry Team makes all decisions about *how* things happen here. While each member of the team focuses on a particular area of responsibility, the whole team decides broader issues, such as staffing priorities and preparation of the budget. The Team is responsible for any operational procedures, such as maintaining a personnel handbook.

Guided by the mission statement and governing policies set by the Board, the Ministry Team acts to fulfill the mission of the church and is directly accountable to the Board of Trustees.

Back to the Congregation – We have “jobs” too: To elect the trustees, to approve the budget, to be involved in whatever ways fit us, to share our time and other resources, to speak up when we have something to say, and to support our Board and Ministry Team.

Members help carry out the work of Foothills Unitarian Church through volunteer teams that report to the Ministry or other special committees that report to the Board. To see all the active groups please visit the web site.

Q. How do I become involved with a team doing work I’m interested in?

- Reflect on your gifts and the ways in which you want to express your spirituality, then:
- Complete the “Find your place” form in the seatback pocket or on our website.
- Ask other members, especially if you wish to work alongside them.
- Visit the web site to see all the activities at the church.

Q. Where should I take an idea or concern?

- Figure out whether your idea or concern relates to programs, administration/building, or governance.
- Programs ideas should be brought to the Ministry Team. Administration/ Buildings can be brought to the staff of the church. Governance issues should be brought to the Board.
- Talk with a long time member of the congregation, as they may be able to direct you to the right person.
- If your concern is particularly sensitive, please feel free to contact anyone on the Board or Ministry team that you feel comfortable approaching.

Q. I'm not a minister: What is this "shared ministry" I hear about at Foothills Unitarian Church?

- Shared ministry means living out our gifts and values in everything we do, with everyone we meet. At Foothills that means working together in a shared covenant, sharing our talents and resources in a spirit of abundance and respect. This makes our service more cohesive and powerful. Working together we can do great things that would not be possible alone.

Q. How do I learn more about the formal structure of Foothills Unitarian Church, or the Board of Trustees?

- Read our Board Policy Book, available on the Church website
- Talk with a current or former Board member, or attend a Board meeting; all are open to the congregation.
- Attend a class on policy governance or leadership training.
- Read the book "Governance and Ministry" by Dan Hotchkiss. Copies of this are available in the library.