

GOVERNANCE TOWNHALL

First Unitarian Congregation of Ottawa

February 12, 2017

AGENDA

- * WELCOME AND INTRODUCTION
- * PRESENTATION ON POLICY GOVERNANCE
- * QUESTIONS AND COMMENTS
- * WHAT'S WORKING ? WHAT COULD BE IMPROVED ?
- * WRAP-UP AND NEXT STEPS

OUR MISSION STATEMENT

We kindle the light within and inspire courage to nurture the web of life and to create a just and compassionate world.

What is Governance?

- * Governance is basically about how we organize ourselves to make decisions and get things done: who makes decisions, how voices are heard, how we hold people to account
- * In the context of ministry, governance is:

“ ‘owning’ the congregation, holding and controlling its human and material resources, and making sure that they are used to serve its mission” (Dan Hotchkiss, *Governance and Ministry*, 2nd Edition)

What is Policy-Based Governance?

- * Policy Governance, or the ‘Carver Model’ empowers boards to focus on the big issues, to delegate clearly, to control management without meddling, and to evaluate accomplishments
- * We are using Dan Hotchkiss’s *Governance and Ministry* as our guide – puts policy-based governance in a ministry context
- * The thinking is evolving, but there are three essential elements of successful policy-based governance:
 - * Unified structure for governance decisions
 - * Unified structure for operational decisions
 - * An open, creative and accountable atmosphere for ministry

Why Policy-based Governance?

- * Better defines roles and responsibilities
- * Allows Board to focus on big picture
- * Empowers paid staff, Committees, teams and volunteers
- * Enables the Congregation to better carry out its mission
- * Allows for growth

What is the role of the Congregation?

- * Makes key decisions concerning overall management and directions:
 - * elects Board of Directors
 - * chooses settled Minister
 - * approves annual budget and strategic directions
- * Engages in conversations on governance, ministry and planning
- * Provides resources, financial and volunteer, to help realize the mission

**Vote with
their money
and their feet!**

Active participants in the ongoing work of the Congregation

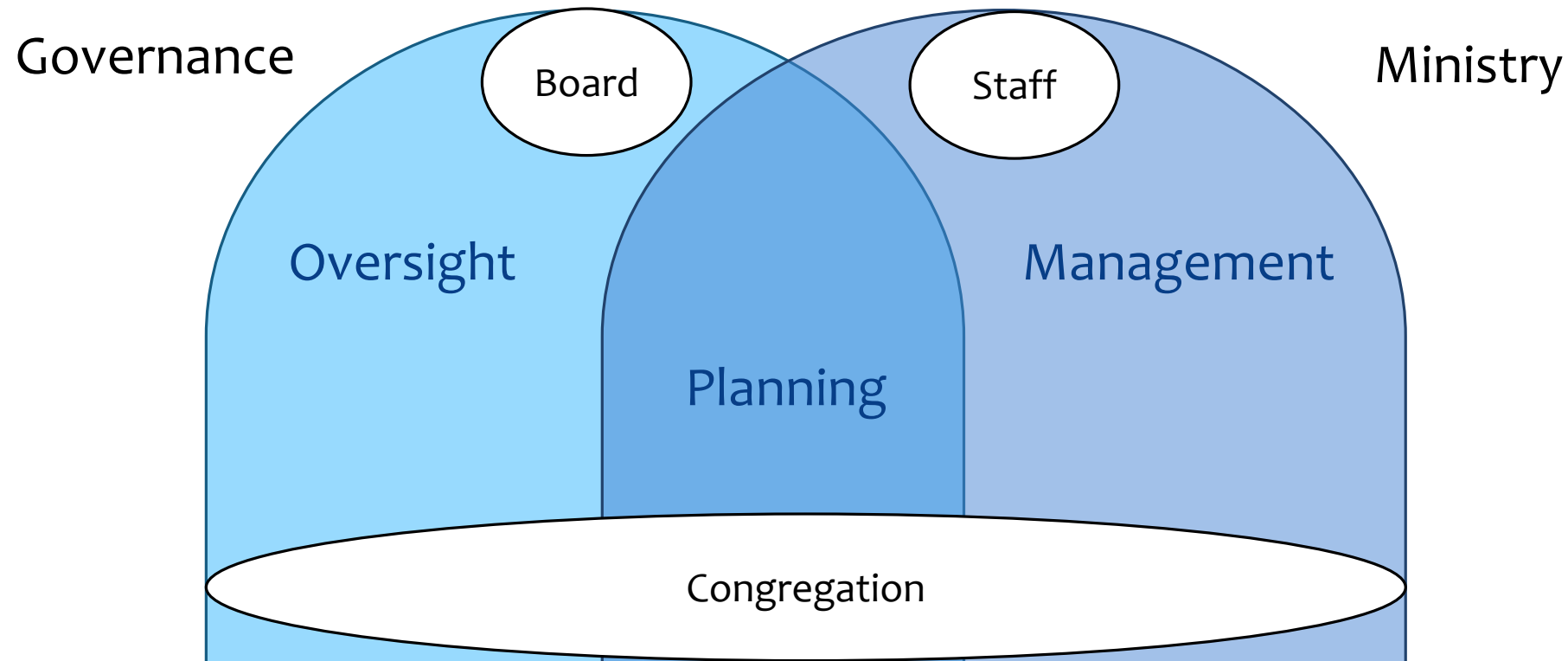
What is the role of the Board?

- * Overall fiduciary responsibility for resources
- * Sets strategic directions in consultation with congregation
- * Delegates power to staff
- * Provides oversight
- * Partner to ministry leaders
- * Sets policy framework

What are the roles of the Lead Minister & Staff?

- * Lead Minister has overall responsibility for :
 - * Ministry and spiritual wellbeing of the congregation
 - * Daily work of building community
 - * Managing resources and staff
- * Lead Minister and staff are responsible for:
 - * the 'doing' – carrying out the ministry of the congregation and strategic plans and priorities – in collaboration with teams and volunteers

Board-staff partnership is essential



Adapted from Hotchkiss (2016) Figure 4.2. Separate and Shared Roles

What are the roles of Committees and Teams?

Committees

- * Help the Board carry out governance-related work (e.g. drafting policy); the recommendations go to the Board or Congregation for approval
- * Committees report to the Board or the Congregation
- * Members are elected or appointed

Teams

- * Help staff carry out the 'doing' of ministry and support the operations of the church
- * Teams report to staff and are empowered to act through delegation
- * Members are 'gathered'

Where are we now?

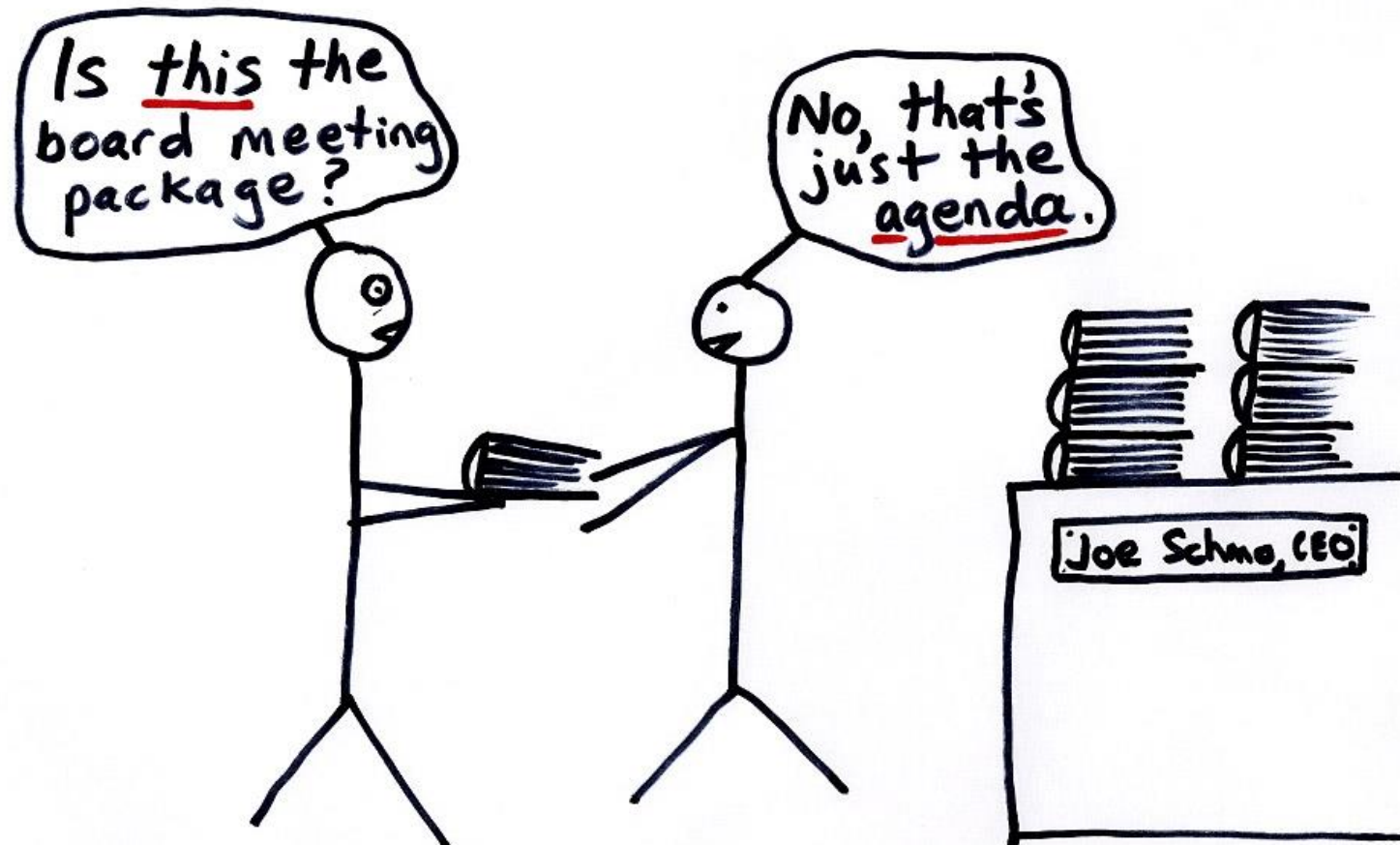
Important steps have been taken

- * Board more focused on strategic matters
- * Governance manual rewritten
 - Sets roles and responsibilities of Board and staff
 - Provides high-level policy framework

Lots more to be done

- * Increase understanding of 'how and why' of policy-based governance
- * Further clarify roles
- * Put policies in place

BEFORE POLICY GOVERNANCE:





Questions?