

LEADERSHIP AND NOMINATIONS COMMITTEE CHARTER

Adopted: September 2008

MISSION: Our religious community is based on the right of conscience and the use of the democratic process. In a true democracy, the optimum contribution of each individual is essential. The aims of this committee are:

To assist in the creation of a congregational environment that honors and values each participant's contribution;

To promote leadership as a reflection of conscience as an encouragement to spiritual growth and greater diversity;

To encourage commitment to our community by sharing leadership experience;

To assure the continuation of our religious community and the excellence of congregational leadership through an on-going program of leadership development.

PURPOSES: (1) To prepare a slate of nominees for the positions on the Board of Trustees and the Leadership and Nominations Committee (and such other positions as may require congregational selections) for presentation to the members of the congregation at the annual meeting, and (2) To stimulate the development of leadership skills among members for service to the congregational community and to facilitate orderly succession of leadership.

ORGANIZATION:

A. Membership

1. The Committee shall consist of nine (9) members. Eight (8) of the members are to be elected at annual meetings by members of the congregation who are eligible to vote under the Articles of Incorporation. These members will serve overlapping 2-year terms. The ninth member will be appointed by the Board of Trustees from its outgoing members to serve a 1-year term.

2. Except for the member of the Committee selected for a 1-year term from the outgoing members of the Board of Trustees by the Board, members of the Committee will be elected by the congregation.

3. Committee members who have completed a full term (either 1 or 2 years) on the Committee shall not be eligible to serve again for at least 1 year.

4. Any vacancies that may occur on the Committee between annual meetings shall be filled by appointment by the Board of Trustees. The appointment shall not exceed the remainder of the term of the members whose departure has caused the vacancy, nor shall they be eligible to serve again for at least 1 year.

5. The outgoing chair of the Committee will convene the first meeting of the new Committee following the annual meeting. A chair and vice-chair shall be elected by the Committee for a 1-year term.

B. Meetings

The Committee shall meet upon call of the chairperson or when requested by the Board or staff. A quorum for official business concerning nominations for congregational elections shall be at least six members of the Committee. A quorum for other of official business shall be at least five members. Meetings of the Committee may be either open or closed sessions, as provided in paragraph A 3 below or otherwise deemed necessary by the chairperson.

FUNCTIONS:

A. Nominating – Board of Trustees

1. In its nominating capacity, the Committee shall select nominees to the Board of Trustees at least equal in number to the vacancies to be filled at the annual meeting. The Committee shall publish its nominations at least thirty (30) days before the annual meeting. It also shall present its nominations by oral report at the annual meeting. It shall be noted that nominations may be made from the floor at the annual meeting by any member of the congregation eligible to vote, provided that the consent of the nominee shall have been obtained in advance.
2. In its selections process the Committee shall invite suggestions from the entire congregation, individual members, representative groups, and organizations within the congregation. Each year the Committee shall analyze the types of skills and talent required for the position.
3. The deliberations concerning potential candidates shall be held in closed session to permit frank and honest discussion and to insure confidentiality.

B. Nominating – Other Positions

1. The Committee shall publicize the nomination process for election to the Leadership and Nominations Committee well in advance of the scheduled annual meeting, so that members of the congregation seeking election to the Committee can make their interest known. The Committee will provide information about all of these nominees to the congregation at least thirty (30) days before the annual meeting. As provided in the Bylaws, nominations also may be made from the floor at the annual meeting by any member of the congregation eligible to vote, provided that the consent of the nominee shall have been obtained in advance.
2. The deliberations concerning potential candidates shall be held in closed session to permit frank and honest discussion and to insure confidentiality.
3. The Committee shall select nominees for other positions as requested by the Board of Trustees.

C. Leadership Development

1. The Committee will promote leadership development of volunteers in coordination with committee chairs and cluster leaders.

2. The Committee will identify, publicize and, to the extent possible, evaluate, training workshops and other programs.
3. The Committee will direct, plan or coordinate the development of training materials and internal workshops for leadership skills.
4. The Committee will encourage RRUUC's sponsorship of educational programs related to leadership skills and recommend individuals whose training should be supported by RRUUC.
5. The Committee will compile resource materials on leadership for use by members of the congregation.
6. The Committee will serve as a resource to persons in leadership positions, to potential new leaders, and to committees.

AUTHORITY:

1. Sections 3.3 and 6.2 of the Amended and Restated Bylaws, adopted by the Congregation on June 3, 2007, prescribe the duties of the Leadership and Nominations Committee and establish certain rules governing its procedures.
2. In addition to the duties set forth in the Bylaws, the Congregation's Strategic Plan, approved by the Board of Trustees in 2006, charges the Leadership and Nominations Committee to offer training to committee chairs and interested members on nourishing a culture of caring while conducting the work of the Congregation.