

## Governance Goal: Subgoals and Strategies

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## 1) Constitution and Bylaws

Council will oversee consideration of a revised Constitution and revised Bylaws. When ready, Council will approve a version of each for consideration by the full Congregation at a Called Congregational meeting. The Constitution will require approval by two-thirds of the members attending a called meeting. The Bylaws will require approval by a majority of those attending a called meeting.

## a) February

- i) Task Force presents report along with drafts of Constitution and Bylaws to Council.
- ii) Task Force explains the role of Policies and the adoption of a new Policy Book after Council has moved the Constitution and Bylaws draft on to the Congregation.
- iii) Council members will use the month between meetings to read the drafts and accompanying documents.
- iv) Council members write questions, concerns, and suggestions and send to the Task Force for consideration and answers.

## b) March

- i) Council starts working through the Constitution and Bylaws by Article.
- ii) Task Force starts an education program for the Congregation based on the preliminary drafts. This education program will include:
  - (1) At least two meetings between services similar to the budget process;
  - (2) Articles in the Rock;
  - (3) Mission Moments as appropriate; and
  - (4) One-on-one meetings with members with more complex questions and concerns.

## c) April

- i) Council will decide if the drafts are ready for consideration by the Congregation. We will try to do this by the April meeting but actual timeline will be determined by Council as it proceeds.
- ii) Once Council has completed its work on the Constitution and Bylaws, it will begin consideration of the Policy Book section by section.

## d) May

- i) Once Council has approved draft Constitution and Bylaws, the education and communication process for the Congregation will continue.
- ii) We will try to have a Called Congregational Meeting before the end of May for consideration of the proposed Constitution and Bylaws. However, the actual timeline will be determined by the Congregation. Policy only needs approval by Council.

## 2) Policy Book

Accompanying the adoption by the full membership of a revised Constitution and revised Bylaws will be the adoption by Council of a new Policy Book. Policies are the details necessary to implement the Bylaws. They only require approval by Council but authority for each policy must be within the Constitution and Bylaws. We have had policies before at Plymouth but this will be the first comprehensive Policy Book. Many details currently in the Bylaws will be now in the Policy Book

- a) February
  - i) The Bylaws Task Force will introduce the concept of the Policy Book to Council. There will be a parallel process for the consideration and adoption by Council of the Policy Book. Much of the Policy Book depends on adoption of the revised Bylaws. Accordingly, the consideration of the Policy Book will be a step behind the Bylaws consideration.
- b) March
  - i) Draft policies will be referred to as Council moves through the draft Bylaws.
- c) April-May
  - i) The timeline for consideration of the Policy Book by Council will be determined by Council as it moves forward.
  - ii) Once Council has approved a draft for the Constitution and the Bylaws, it will need to be prepared to approve policies that fill in the details for the Bylaws. It will want to pass a Policy Book contingent on adoption of the proposed Constitution and Bylaws. By doing this, the congregation can see where and how the details are handled even though the policies only need approval by Council.

### 3) Transparency and Communication

In order to maintain and improve on the congregation's understanding and support for Plymouth's system of governance, lay leadership needs to further develop methods to provide awareness and easier access to its activities and its membership.

- a) March-April
  - i) Develop an initial page or pages on the Plymouth website for members to access:
    - (1) The moderator team (current, past, elect) with contact information;
    - (2) The membership of Council;
    - (3) The agenda and minutes of Council;
    - (4) Our current and draft Constitution and Bylaws;
    - (5) Our policies; and
    - (6) Our statements (e.g., Open and Affirming)
  - ii) Host a meeting between services to provide a basic church financial literacy course. This would build on the great job that has been done with developing an understanding of the budget. This program would also be run by the Treasurer and the finance team. It would be an upper-level view of where money comes from and where it goes, our endowment, and our processes.
- b) June ? (maybe twice a year?)
  - i) The Moderator will make a call during a Mission Moment and in the Rock asking for feedback from the congregation on issues of interest for them at Plymouth including staff, programming, facilities, lay leadership.
- c) Throughout the year
  - i) Moderator will write a monthly column for the Rock highlighting the workings of Plymouth's governance. First was in February and is called "All Things in Moderation."