

**BOARD COVENANT**  
**UNITARIAN UNIVERSALIST CONGREGATION**  
**EAU CLAIRE, WI**  
**ADOPTED 08/17/05**

Mission of the Board: The Board is responsible, directly or through delegation, for leading our Fellowship to carry out our congregation's mission. We supervise and accept responsibility for the Fellowship's financial and business operations, human resources management, the use and maintenance of its property, and the policies and procedures under which its programs operate. We ensure that these policies and procedures are consistent with our Unitarian Universalist Principles. We serve our congregation and strive to make decisions that will enable our organization to be a vital spiritual and social force today and in the future.

Process Guidelines: We, the members of the Board of the Unitarian Universalist Congregation, Eau Claire, WI, agree to carry out our responsibilities using these process guidelines.

- We will make decisions to carry out the goals and objectives of our Fellowship with concern for its overall vitality. We will be guided by long range planning, balancing the needs and challenges of our members, programs, staff, facilities, and finances.
- We will treat each other with respect.
- We will actively look for all points of view on important issues.
- We will honor dissenting views, agreeing to disagree, when discussing issues within the board.
- We will strive for board decisions using a consensus process with a confirming vote, but will reach decisions by a majority vote if consensus is not possible. We will strive for consensus within board meetings and refrain from lobbying others outside of committee meetings. Once all of our opinions have been heard and a decision has been made, we will do our best to support it. When we feel we cannot support it, we will work with the other members of the Board to express our point of view in a constructive way.
- We will maintain confidentiality when agreed upon, not revealing who said what, personal stories, or things which must be kept confidential when discussing Board matters with others not on the board.
- If we know of any dissent, criticism, or destructive behavior undermining the health of the congregation or the Board, we will discuss it within the Board with the goal of increasing trust and cohesion.
- We will be responsible for using our time together efficiently.
- We will each read the agenda materials before each meeting.
- We will begin and end meetings on time, and each keep our comments to the point during the meeting.
- We will use Robert's Rules of Order as modified for small groups.
- Each member will note and follow up on personal responsibilities.
- Whenever possible, we will bring issues to the Board in the form of a recommendation that could become a motion.
- Any member with an agenda item will notify the President about it at least eight days before the next meeting, or at least three days before for a late-breaking development. The President will send out an agenda and supporting documents at least seven days before the next meeting.
- *We will be supportive of each other's efforts, and will give freely of encouragement and praise.*