

FUSD ANNUAL COMMITTEE PLANNING FORM

COMMITTEE NAME	Board of Trustees	DATE January 2025
PURPOSE: Why do we exist?	The Board of Trustees exists to provide oversight of the ministerial and business affairs of the Society, to manage its finances and property and to supervise its overall administration. Accordingly, the Board of Trustees maintains overall responsibility for the expenditure of funds within the total Annual Budget.	
OUR OBJECTIVES: What key things must happen to accomplish our purpose?	<p>The BOT members will:</p> <ol style="list-style-type: none"> 1. Become familiar with the FUSD Vision Statement and assure that all plans and activities are carried out in alignment with the Vision Statement. 2. Work collaboratively with Committees, Minister, Staff, and Congregation to guide and support achievement of their identified goals. 3. Model the value of leadership and promote the value of participation in congregational life. 4. Facilitate a ministerial sabbatical in 2025. 5. Further shared ministry concepts and practices throughout the congregation. 6. Maintain sound financial position, both for 2025 and beyond. 7. Create Board policy manual over 2025 year. Identify past policies and new or updated policies. 8. Support the minister and congregation as Denver Community leaders. 	
KEY STRATEGIES: What things must we do to meet our objectives? What, how, how much, how often?	<ol style="list-style-type: none"> 1. Provide orientation and training for new board members – start of church year and ongoing. 2. Each Board member will serve as liaison to a church committee(s) to facilitate communication and collaboration. BOT liaisons report to the BOT either in writing and/or verbally at monthly meetings. 3. Sponsor an Interconnected Committee meeting at least 2x/year. 4. Identify trustees to work on Board policy manual over 2025 calendar year. Add monthly updates to Board Meeting Agenda. 5. Update BOT's Annual Planning Form in September. 6. Actively reach out to congregation using multiple media, including weekly welcome and offering conversation opportunities with BOT. 7. BOT members prepare in advance for effective and timely meetings. 8. Review budgeting and financial information monthly and take action as needed with the Treasurer and Finance Council. 	

<p>KEY CONCERNS: What problems will we face? What issues must we mitigate to accomplish our purpose?</p>	<ol style="list-style-type: none"> 1. Identify priorities at the beginning of the year. Include measurable benchmarks with deadlines for achievement to measure progress as we go. 2. Communication between BOT Liaisons, Committees, and other congregational leaders is always difficult to effectively carry out vision. Are there processes, expectations that should be clarified? 3. Sufficient administrative capacity must exist to support plans and goals. Ongoing concern is the need to encourage new members to take on committee assignments. If unsuccessful, one option is to hire additional staff to assure the necessary support. 4. Consider how BOT can assist committee members to achieve goals through liaison positions and otherwise. 	
<p>EXCITEMENT: What passion do we bring to this effort? What is it that motivates us to undertake this adventure?</p>	<ol style="list-style-type: none"> 1. Love for our church community motivates us to work for its strong and sustainable future. Pride in the accomplishments of our church congregants and the minister motivates us to provide ongoing opportunities for others to put our principles of love/faith into action within and beyond our own community. 2. Knowledge that participation in this faith community can be beneficial for so many personally. 3. Knowledge that our liberal religious voice needs to be heard in any time, but particularly in these times. 4. Confidence that our efforts can lead to a more effective and productive church governance system. 	
<p>MEASURES: How will we know we succeeded?</p>	<ol style="list-style-type: none"> 1. Measurable growth of Congregation both in number of members and finances. 2. Measurable growth in families, youth, and young adults regularly attending services. 3. Measurable growth in numbers of people engaged in the processes of the institution. 4. FUSD continues to be a respected partner in the Denver Community. 5. FUSD funds sabbatical and related expenses in 2025. 	
<p>INTERCONNECTIO N: What other committees do we interconnect with?</p>	<ol style="list-style-type: none"> 1. BOT should be connected to all committees. For those committees that do not have a BOT liaison, it should be understood that Board members are open to conversation and ready to provide support. 2. Collaboration with Finance and Stewardship Councils to assure financial planning supports the BOT operational goals for our congregation. 	
<p>SUCCESSION PLANNING</p>	<ol style="list-style-type: none"> 1. BOT works with the Leadership Development Committee (LDC) throughout the year. 2. Provide clear BOT job and committee responsibilities and policies in writing. Orientation for new board members should include discussion of job description for President and VP. 	
<p>ROLES & RESPONSIBILITIES: Who does what on the committee?</p>	<p>ROLES</p>	<p>RESPONSIBILITIES</p>
	<p>President / VP</p>	<p>See Job Descriptions in Bylaws</p>
	<p>Liaisons</p>	<p>Liaisons to key committees, see BOT liaison roles and responsibilities – mentors / coaches / Examples of collaborative leadership</p>

Minister	Work collaboratively with Leadership, share historical knowledge, keep BOT and congregants informed