

Policy on Policies

Policy Definition:

A Policy is a statement that outlines the Board's intentions to live out our UU values; comply with mandates; set boundaries on actions, decisions, or activities; and delegate responsibilities.

Essential questions that Policies must address:

- What is the Board's intent?
- Are there any mandates that the Board/Congregation is required to fulfill?
- What boundaries does the Board/Congregation want to set?
- Who will develop procedures to carry out the Policy?

Boundaries:

Policies may be recommended or proposed by members of the Board of Trustees or the congregation, staff, ministers, or other leaders of the UUCC.

Policies may be revised at any time by a majority vote of the Board of Trustees. Proposed new policies or revisions to existing policies must be submitted to all members of the Board of Trustees in advance of the vote and an opportunity for comment and revision provided.

Review of Policies:

Policies shall be reviewed by the Board within 3 years of adoption or revision.

Records:

Records of policy adoptions and revisions shall be included in the minutes of the Board meeting during which the vote occurred. The policy document will include a record of the adoption or revision:

Action Record:

"Policy adopted by (body) on (date)."

"Policy revised by (body) on (date). [Summary of the Revision]"

All policies shall be made available on the UUCC website.

Procedures:

The Board of Trustees is responsible for establishing a Policy Review procedure.

Action Record:

Policy adopted by UUCC Board of Trustees on September 24, 2019. To be reviewed by September 24, 2022.