

## **Executive Team**

Team Members: Rev. Steve Edington, Judith Hinds, Joanna Meyer, Tina Ruth.

The role of the Executive Team (ET) is to manage the affairs of the Church at an operational level. Unlike the Board, the ET does not make broad policy or set goals for the Church. It may establish procedures or operational policies as long as they are not in conflict with the Board's policies. The ET operates by consensus and without a formal chairperson. Several themes dominated our discussions and actions throughout the year.

Management Team. We began meeting regularly at least once a month with the professional staff as a combined Management Team. We get the benefit of their knowledge and experience, and they get a more direct voice in overall church management – a classic “win-win.” We feel this collaborative approach works well, and recommend that it be continued.

Committees. We met with and/or received reports from all standing committees, task forces, and ministry programs at various points during the year. We approved formation of a new Communications Committee last Fall, and a Safety Committee this Spring. The Accessibility Committee has recommended a phased approach to making UCM fully accessible over the next few years – a plan which we support. We continue to work collaboratively with the Committee of Chairs to ensure good communication among all church leaders.

New Management Policies. The Living Lighter Committee completed a Green Sanctuary Policy, which we approved. We also revised UCM's policy about alcoholic beverages. All management policies are posted on the church website.

Budget and Finances. We received regular reports from the Finance Committee on the status of the church's funds, and worked with them on development of next year's proposed budget. We accepted recommendations from an ad hoc group for this year's Donor-Based Projects, aka “Special Gifts.” This new fund-raising approach enabled the completion of several projects over and above the regular budget. We extend our thanks to the donors, as well as to Paul Ohlson, who managed this first Special Gifts Wish List campaign. One recommendation of the Board's Task Force for the Future was to form a Planned Giving group to revitalize the church's method of seeking and managing bequests from members and friends. This group is now a subcommittee of the Stewardship Committee.

Professional Staffing. After our beloved long-time Music Director, Catherine Orr, decided to retire, we conducted a search for a new Music Director. Fortunately, we didn't have to look far before recommending to the Board that UCM hire our own Dick Riley to fill this position. We also supported a request from the Administration and Communications Committees for additional hours for Office Assistant Bettie Barnes. We hope the congregation will approve the proposed hours for this position in next year's budget.

Reporting to the Board. At the Board's request, we are preparing monitoring reports on one “executive limitation” (related to UCM's treatment of staff) and one “ends statement” (related to welcoming all). These will be completed in June.