

CONGREGATIONAL RELATIONS COMMITTEE (CRC)

Committee Description

- The Congregational Relations Committee (CRC) is the primary agent for facilitating the relationships among the Society's congregants while and promoting work at the highest level, on the Unitarian Universalist Principals as well as the First Unitarian Universalist Society of Syracuse's (First UU) Covenant and Mission Statement.

Mission of the Congregational Relations Committee

- To work objectively with the First UU Minister and congregation to understand, assess, support and advocate for the needs and desires of the First UU community.
- To facilitate communication between the First UU Minister and the congregation.

Congregational Relations Committee Responsibilities

- To maintain the strictest standards of discretion in handling sensitive information.
- To inform the congregation about the roles and uses of the CRC.
- To assess the congregation's response to the role of the Minister and to incorporate these findings into a periodic assessment of the Minister's performance and to submit the results of these assessments to the Board of Trustees.
- Support, inform, advise, guide and facilitate matters concerning relationships within First UU including relationships between the Minister and the congregants.
- To make recommendations to the Board of Trustees regarding enhancement of Congregational Relations.
- To consult (when necessary) with the Minister and program staff members to maintain relationships consistent with the Staff Covenant.
- To respond to requests for and if necessary, to initiate conflict resolution processes.
- To proactively advise the Minister of conditions within the congregation that may affect relations between the Minister and congregants.
- Provide for the congregation, the nature and scope of the Minister's work, including a clarification of the Minister's role.
- Assist the Minister on plans for professional development through continuing education and advocate such plans to the Board of Trustees and the congregation.
- Support and contribute to the work of a ministerial search committee when necessary.

Congregational Relations Committee Authorities

- The CRC will have no formal authority or legal liabilities in the First UU administrative governance structure.
- The CRC should always be an advocate for the overall success of the entire congregation rather than an advocate for any particular leader responsible for that success, whether that leader is a lay member, Minister, or program staff member.

Congregational Relations Committee Appointment and Membership

- The CRC will consist of 5 voting members and 2 non-voting members (the Minister and the Board of Trustees (BOT) liaison. In the event that new Minister positions are established at First UU, these Ministers will also become non-voting members of the CRC.
- The 5 voting CRC members will elect it's own chairperson.
- CRC members will serve for three-year terms.
- The terms will be staggered so that new member(s) are added to the committee to replace member(s) whose term will end while other established CRC members remain.
- CRC members will serve for one three-year term and may be reinstated at the end of the term upon BOT approval.
- When a CRC member's term is ending, the CRC will review/evaluate potential replacements from among the Society's membership. The CRC will create a prioritized list of candidates. The CRC will determine which candidate would best be utilized on the CRC and will contact the individual(s). Once a new member(s) is/are chosen and have accepted the position on the CRC, the name(s) of the new member(s) will be presented to the First UU BOT for official appointment to the CRC.
- In the event, a vote is necessary, due to disagreement among CRC members regarding which candidate(s) to present to the Board, the vote of the majority of CRC members will stand. All five voting CRC members must participate in the process of voting on a new member to the CRC.

Committee on Ministry Meeting Schedule

- The CRC will meet monthly but must meet at least quarterly.
- An agenda should be developed and provided to CRC members in advance of the meeting. Meeting minutes should be maintained.
- The CRC may hold meetings without the Minister and/or the BOT Liaison present. This will be communicated in advance of the meeting and the Minister and/or BOT Liaison will be provided with a copy of the minutes from the meeting.