

**Glen Mar Church**  
**A United Methodist Community**

**CHARTER**

- I. The leadership team of Glen Mar Church was established in May 2007 to serve as an executive committee of the church council. Specific emphasis was given to implementation of the strategic plan. This charter will review the purpose of the council and enumerate the responsibilities of the leadership team in that context.
- II. **Church Council** – The church council is described in the Book of Discipline of The United Methodist Church, 2004, ¶252 (page 160)
  - A. **Purpose**: The church council sets policy for the church and is the church’s governing body. As such, it plans and implements our program of nurture, outreach, witness, and resources; provides for the administration of our organization and temporal life; envisions, plans, implements, and annually evaluates our mission and ministry; and functions as the administrative agency of our charge conference.
  - B. **Membership**: Membership of the council is set by the Book of Discipline of The United Methodist Church, 2004, ¶252.5 (page 161). Church council member positions unique to Glen Mar Church are: associate lay leaders; coordinators for building, caring, evangelism, discipleship, mission, stewardship, strategic planning, transition, and worship; alternate lay members to annual conference; preschool board chair; and financial secretary.
  - C. **Meetings**: The council will meet four times per year (normally the fourth Tuesday of March, June, September and November).
  - D. **Leadership**: The church council chair facilitates meetings of the council. The chair’s duties include: leading the council in fulfilling its responsibilities; preparing and communicating the agenda of meetings in consultation with the pastors and lay leaders; reviewing and assigning responsibility for the implementation of actions taken by the council; communicating with council members to permit informed action; coordinating council activities; providing the initiative and leadership for planning, establishing goals and objectives for, and evaluating ministries.<sup>1</sup>
  - E. **Staff Support**: The council is supported by the pastor for operations
  - F. **Guidance**: At Glen Mar Church the council’s responsibility is carried out through the implementation of the church’s strategic plan, the decisions of the annual conference, and the directions of the bishop. The council ensures ministries are aligned with the mission of the church, monitors their effectiveness, exercises fiduciary responsibility, manages resources effectively, provides an adequate administrative and logistical infrastructure, enhances public awareness of ministries, and grows the congregation.
- III. **Leadership Team**
  - A. **Membership** – The team has nine members
    1. Standing Members – The current lead pastor, current lay leader, and current church council chair are members of the leadership team

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<sup>1</sup> Book of Discipline of The United Methodist Church, 2004, ¶251.3 (page 159)

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2. At-Large Members – Six members of the church, nominated by the Committee on Lay Leadership, are members of the team serving overlapping terms of three years in three classes of two. They are not required to be members of the church council but should attend council meetings.

**B. Organization**

1. Leadership – The church council chair will chair the team.
2. Officers – In addition to the chair and vice chair, there will be a volunteer recording secretary from among the at-large members to record the minutes of each meeting. Other offices may be established and disestablished as needed.
3. Quorum – A quorum of five members is required for a meeting.
4. Method of Conducting Business – The team will endeavor to make its decisions by consensus. When consensus is not achievable a vote will be taken. A simple majority will be required for passage. The chair may choose not to vote.
5. Staff Support – The team will be supported by the pastor for operations.

**C. Meetings** – Meetings may be held as necessary

**D. Authorities and Responsibilities**

1. The leadership team is empowered to act on behalf of the church council subject to ratification of those actions at the next church council meeting, will keep the council informed of its actions, and will maintain accurate records of meetings.
2. The team is responsible for ensuring that the council fulfills its purpose, and providing timely oversight, direction and feedback to the ministries of the church. The team is not responsible for executing the ministries of the church.
3. The team will develop and monitor measures of success for ministries in partnership with those ministries, and will make recommendations to the lead pastor, staff-parish relations team, or council, when changes in either leadership or direction may be warranted.
4. The team will review regularly all aspects of church ministries with staff and ministry leads and develop recommendations and options for the decision of the council.
5. The team will receive all recommendations intended for presentation to the council and review them in partnership with the ministry team. Each recommendation will be reviewed for compliance with the Discipline and alignment with the strategic plan. Consensus recommendations and any alternatives will be presented to the council by the leadership team. All presentations will be designed to ensure the recommendations and alternatives are presented in a manner that demonstrates the extent to which they contribute to the accomplishment of our strategic goals.

- IV. Amending the Charter** – The charter may be amended by a majority vote of the council