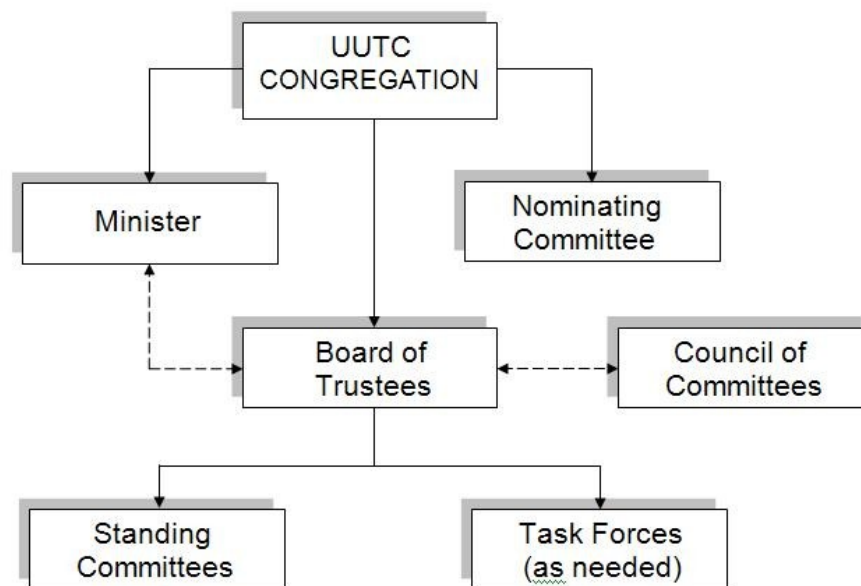




UUTC POLICY MANUAL

I. Congregational authority is delegated to the UUTC Board of Trustees.

- A. UUTC Bylaws Article V. Section A states that the Board shall have full authority to act on behalf of the Congregation with the exception of those actions set out in Article IV, Section A of the bylaws.
- B. UUTC operates with the following organizational chart.



II. Selected Board authority is delegated to Committees and Task Forces.

- A. UUTC Bylaws Article V. Section A states that the Board may delegate authority, as appropriate, to UUTC committees and/or task groups and/or individuals.

B. UUTC has the following Standing Committees whose missions, responsibilities, and memberships are described on their respective linked pages. A committee is long-term and may have sub-committees.

1. Committee on Administration (COA)
2. [Finance Committee](#)
3. [Computer Technology Committee \(CTC\)](#)
4. Endowment Committee
5. [Building Committee](#)
6. Grounds Committee
7. [Committee on Ministry \(COM\)](#)
8. Membership Committee
9. Caring Committee
10. Adult Religious Education Committee (ARE)
11. [Children's Religious Exploration Committee \(CRE\)](#)
12. Wonderful Wednesdays Committee (WW)
13. [Worship Committee](#)
14. Social Action Committee (SAC)
15. Equal Exchange Coffee Committee (EECC) *created 7/18/08*
16. Social Committee
17. [UU Connections Committee](#)

C. UUTC has the following Task Forces that are created by the Board for specific purposes. The Board appoints the chairs, approves membership, monitors progress, and disbands Task Forces upon completion of their respective purposes. Information on each Task Force is found on its respective linked page.

1. Behavioral Covenant Task Force

D. The Board has created a Council of Committees and Task Forces to facilitate communication between the Board and Committees/Task Forces and among the Committees/Task Forces. The Council is convened by the Board Vice-president and meetings are open to any member or friend but with special emphasis on attendance by Committee and Task Force chairs.

E. The Board has delegated responsibility for certain on-going UUTC activities to positions that function independently of committees.

1. Database Administrator
2. Newsletter Editor
3. Webmaster

III. [Governance Policies](#)

- A. General Governance
- B. Board Governance
- C. Committee Governance
- D. Exceptions

IV. People Policies

- A. [Children and Youth Policies](#)
- B. Right Relations Policies
- C. [Conflict Management Policies](#)
 - 1. Conflict Management Team
 - 2. Disruptive Behavior Policy
 - 3. Sexual Abuse Policy
- D. [Communications Policies](#)
 - 1. Advertising & Publicity
 - 2. Bulletin Boards
 - 3. Official Correspondence
 - 4. E-mails
 - 5. Newsletter
 - 6. Website
 - 7. Worship Announcements
- E. Employment Policies
 - 1. [Personnel Policy Manual](#)
 - 2. [Hiring Policy](#)
- F. Leadership Development Policies

V. Program Policies

VI. Facilities Policies

- A. [Facilities Usage Policy](#)
- B. [Memorial Garden Policy](#)

VII. [Financial Policies](#)