

Ministry and Administrative Board Proposal

Reasons to add an Administrative Board that is responsible for Administrative Responsibilities and a Church Board that Focus's on Ministry.

1. To Add Participation and Involve Ministry Leaders More
Why people don't come to board meetings.
 1. Other people are there doing a good job, I'm not needed
 2. Board meetings are not relevant to my ministry
 3. They are too long
 4. Board Meetings aren't my gift
 5. Dodge Responsibilities
 6. Too busyEffect:
 1. Lack of communication
 2. Lack of effectiveness
 3. No visioning and Unity opportunities available
 4. Ministries Suffer
 5. Little ministry initiatives or accountability
 6. Few do the work of many
 7. Confusion
2. It's a Matter of Focus: Lack of time in meetings to solve administrative and ministry issues:
3. Giftedness: Some people love their ministries, for others administration is their passion. People are better utilized for their strengths.
4. Meetings could be a bit shorter (Especially Administrative)
5. For Some Less Meetings
6. Better Accountability (Helping people be successful at what they want)
7. Provides more Leadership and thus more ministries will happen and thus the church grows faster.

Structure:

Church Ministry Board (Monthly Meeting)

Responsibilities:

1. Focus: Focusing on Ministry: Planning, Doing, Executing
2. Outreach, Evangelism, Sabbath-School, Missions, Ministry Departments
3. Visioning: So we are in unity of purpose and mission
4. Coaching: Helping come up with solutions to meet ministry challenges and opportunities
5. Coordination and Communication of Church Ministry Activities
6. Yearly Budget: Voted by Joint Session of Ministry and Administrative Boards
7. Big Decisions: Voted at a Joint Session of Ministry and Administrative Boards
8. All Financial Decisions over \$5,000 voted by Joint Session of Administrative and Ministry Boards.
9. Reading and Voting of Administrative Board Minutes
10. Financial Decisions Within Ministry Budgets
11. Right to Appeal Administrative Board Decisions at Joint Session

Quorum 9 Members (All Encouraged to come each time)

Key Ministry Leaders (Department Heads, Team Leaders)

Chairperson Appointed by Pastor, Chuck Ferguson

Pastor

All Elders

Clerk and/or Assistant Clerk

Outreach Director/Personal Ministries

Outreach Secretary
Sabbath School Superintendent
Woman's Ministries Leader
Publishing Ministries
Bible School Coordinator
Men's Ministries Leader
Pathfinder Leader
Health Ministries Leader
Finance Committee Chair
School Board Chair
Stewardship Leader
Communications Director
Greeter Ministry Coordinator
Worship Coordinator/Assistant
Community Services Leader
Children's Ministry Coordinator
Home and School Association Leader
AYS/Vespers Leader
Safety Officer
Religious Liberty Director
Family Life Ministries
Collegiate Ministries Leader
Any member of Ministry Board or Administrative Board is welcome at both meetings as voting members.

Administrative Board (Monthly Meeting)

Quorum: 7 Members
Size: 9 members:
Chairperson: Appointed by the Pastor, Church Ferguson
Pastor
Head Elder
Treasurer
Head Deacon
Head Deaconess
Church Clerk
School Principal
2 Members at Large (With Administrative Gifts, Wisdom, Finance)
Any member of Ministry Board or Administrative Board is welcome at both meetings as voting members.

Responsibilities:

1. Nuts and Bolts of Administrative
2. Finance Committee Items
3. Building Maintenance (doors, keys, paint, carpet, roofs, making budgets and fiscal procedures)
4. Non Budgeted Financial Requests
5. Final Authority: Joint Meeting of Administrative and Church Ministry Boards
6. All Financial Decisions over \$5,000 voted by Joint Session of Administrative and Ministry Boards.
7. Policies and Procedures
8. Right to Appeal Ministry Board Decisions at Joint Session
9. Big Decisions: Voted at a Joint Session of Ministry and Administrative Boards
10. Reading and Voting Church Ministry Board Decisions
4 Joint Meetings Annually and More as Needed.