

How Ministry is Shared: First Unitarian Church of South Bend...June 11, 2021

Minister Responsibility	Board/Lay Responsibility	Staff Responsibility	Shared Responsibility	Consulted/Collaborate
	Governance			
	Finance			
	Stewardship			
	Endowment			
	Adult RE			Chip
	Membership			Chip
	Associational Ties – UUA bodies			Transition from Chip to the Board
Sunday Services				Worship Arts Committee
	Auction/Misc. Fundraising			
		Children & Youth RE		RE Committee; all members
		Background Checks – CRE		
Pastoral Care – Counseling, etc.				Care Committee (practical aspects)
	Building Maintenance			
		Communications (newsletter, website, etc.)		Board, Committees, etc.
	Building Usage			Church Administrator
	Events – Events Committee (including music events)			

		Childcare Sundays - CRE		
Public Religious Face of the Congregation				Board
	Evaluation of minister/ministry			
	Social Justice			Chip
	Grounds Maintenance (other than Memorial Garden)			
	Special Projects (assigned to group, committee, task force)			
	Library			
Staff Supervision and evaluation/goal				Board consulted/advising
	Marketing/Publicity			
	Greeters (membership?)			
	Special Service projects (Christmas stockings, undie Sunday, etc.)			
			Ministerial Discretionary Fund	
	Memorial Garden (subcommittee of Grounds			

	Committee)			
	Social Activities			
		Office Volunteers		Board/Lay
Spiritual Development of Congregation (worship, etc.)				Adult RE/Board (classes, etc.)
	Small Groups (affinity and chalice)			
	Tech Support for Worship/Multi-platform events – informal tech committee			
	Website management	Website content		
		Bookkeeping		
Rites of Passage				
	Mission/Vision			
	Planning – Strategic and Long Term			
	Hiring/Firing Staff			Chip

Parking Lot/Bicycle Rack

- Growth and Retention: what is a plan forward for this, who “owns” this
- How does the board do and encourage Associational connections
- Children/Youth RE: have staff person; how to bolster congregational “ownership” of the RE program
- Building Maintenance: needs committee creation
- Building Usage: how will this work post pandemic

- Childcare: for events – who does this?
- Chip's involvement/representation in the community: where should he be focused, involved in the community, and this will be part of the discussion of the goals for the year
- How to coordinate the evaluation of minister by Board and/or Committee on Ministry
- Library's future
- Marketing and Public Relations: need to sort out how want to move this forward
- Recruitment for Committees: Marketing, public relations, RE, building/grounds, etc.
- Volunteer organization: are you organized in the best way with your committees, and other volunteer activities
- Activities for men – what can we do; adding demographic groups
- Hiring of new admin when back fully open?
- How deal with tech aspects of reopening? Multi-platform support, etc.
- Website management and content – larger topic – who does the web management, etc.
- Should we do Coming of Age?
- Connection with other congregations

Representation in the Community – some of the comments

- Chip never meant to say wouldn't be involved, but thought congregation would want him focused on the congregation first
- NAACP: congregation has interest; don't know if wanted Chip on board
- LGBTQ Center: asked by congregant to do this
- URC: interfaith – in keeping with beliefs; no one in the congregation was
- Public face of the church – how is that different; invited to speak at rally, invocations at groups, media
- Need to differentiate between “church” work on board and volunteer work on boards

Mission/Vision Work

- What is your vision?
- Who would miss you if you weren't here?
- *Holy Conversations: Strategic Planning as a Spiritual Practice for Congregations, ritual Practice for Congregations*, by Gil Rendle and Alice Mann
- www.stewardshipforus.com – consultants for mission/vision work
- Is there something from the recent cottage conversation material to get some guidance?
- (Those groups had only one parent of small groups, so would want to reach out)