



Abraham Lincoln
Unitarian Universalist Congregation
Congregational Covenant of Right Relations

Congregation members promise...

- To listen to the opinions of others and to be sensitive to their feelings.
 - To take my concerns directly to those involved.
 - To openly share my opinion, but to abide by congregational decisions arrived at through the democratic process.
 - To recognize and use agreed-upon processes and policies of the congregation.
 - To recognize, support, and appreciate our elected congregational leaders.
 - To keep my word.
 - To take responsibility for my actions.
 - To treat others as I would be treated.
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The Committee Chairs promise...

As committee chairs, we promise to communicate by

- Taking minutes at our meetings.
- Sharing the minutes with the board.
- Sharing the minutes on the website.
- Forming a committee council made up of chairs of the various committees to meet quarterly.
- Asking the board to strengthen the liaison process from the board end.
- Explaining the process to the congregation with definitions for the committees.
- Asking the board for their definitions/structure/policies/workload expectations, etc. for each committee.
- Inviting congregation members to be on committees.
- Giving new committee members new member packets outlining responsibilities of their committee roles.
- Having each committee design what their respective committee is all about.
- Adhering to the democratic process.
- Having food to eat at each meeting.
- Having an agenda at each meeting.
- Actively pursuing and securing a vice chair with the understanding that the vice chair will move to the chair position.
- Holding a volunteer drive.
- Providing childcare at meetings.
- Respecting the need of some people to get away from church business on Sundays.
- Writing down/documenting the specific processes we do no matter how small the task, such as making name tags and fixing/adjusting the sound system.

As committee chairs, we promise

- Not to gossip, but to deal with any conflicts that arise.
- Having an active process for dealing with problems.
- Respecting human dignity.

As committee chairs, we promise to be better leaders by

- Directly talking with people about problems.
- Developing a process for handling conflict.

As committee chairs, we promise to apply the 7 principles in everything we do in all our committees.

The Board of Directors promises the Board itself...

- To be straightforward in discussion of issues and concerns and to respect differing opinions.
- To communicate our opinions clearly to others.
- To listen actively to the opinions of others.
- To avoid interrupting when others are speaking.
- To take issues directly to those involved and not to a third party as the first option in resolving differences. We will only resort to a process-oriented solution when direct communication would be dangerous or has been tried and found to be ineffective.
- To ensure that everyone has a turn to speak in meetings.
- To not quote other board members out of context.
- To read board communications and come prepared for board meetings out of respect for the time and work of other board members.
- To keep our commitments.
- To bring congregational opinions to the board.
- To seek consensus first. Robert's Rules will be used to formalize decisions or to make decisions where consensus has been tried and found impossible.
- To ensure that board agendas reflect issues important to the congregation, and represent a balance of big-picture and operational tasks.
- To support and facilitate identified leadership roles.
- To help define leadership roles for the board unambiguously within the bounds of the bylaws.
- To raise concerns regarding other board members' position on a particular issues directly to the person involved.
- To have a board vision, which is aligned with the mission and vision of the congregation, and to develop clear goals to implement that vision.

The Board promises Committee Chairs...

- To facilitate communication between committees.
- To share the information necessary for committees to fulfill their responsibilities.
- To share the board vision and goals.
- Board liaisons promise to attend committee meetings, report from board to committee, report from committee to board, and to advocate for the committee in board decisions.
- To encourage shared leadership, communication, and cooperation between the board and **Committees of the Congregation**.
- To refer appropriate decisions to committees.
- To respect committees' decision-making processes.
- To offer training and direction.
- To share the board vision and goals.
- To identify and nurture new leadership.

The Board promises the Congregation...

- To provide timely and complete information to make informed decisions at congregational meetings.
- To report regularly about board activity.
- To report all topics of discussion.
- To provide opportunities for congregational input.

- To serve the interests of the congregation as a whole.
- To be with the congregation as we have promised to be with one another as board members.
- To bring new ideas to the congregation.
- To share the board vision and goals.
- To identify and nurture new leadership.
- To encourage and facilitate the ongoing evolution of the congregational mission and vision.