

Lifespan Faith Development Committee Charter

I. Mission

The Lifespan Faith Development Committee (LFD-C) solicits ideas, provides facilitative support and encourages participation in programs that explore and promote our Unitarian Universalist Principles.

II. Objectives

Offer programs that explore and promote our UU Principles

- Consider the appropriateness and timeliness of possible courses
- Approve of courses as designed or make recommendations for changes
- Include an offering (event or course) at least once during the church year focusing on GLBT issues

Solicit ideas

- Prepare and make available application forms for those who wish to present a course
- Advertise in the newsletter, bulletin, and e-mail announcements
- Person-to-person contact

Provide facilitative support

- Provide implementation packets for program presenters that will help them with logistics
- Assign a “point person” to each program (see process information attached)

Encourage participation

- Develop a schedule of offerings and publish the schedule appropriately
- Advertise in the newsletter, bulletin and e-mail announcements
- Have information available at the LFD-C narthex table
- Visible presence on Sunday mornings to actively promote sign-ups

III. Responsibilities to the Board and Council on Committees (CoC)

- Develop and maintain a procedures manual detailing the processes by which the Committee will achieve its goals
- Attend CoC meetings
- Provide the Board of Directors with an annual report by April 15th of each year listing the Committee members and summarizing major activities, issues, and plans

IV. Lengths of Term and Conditions

As the sole policy-making body for the Church (by its constitution) the Board will establish standing and *ad hoc* committees to carry out the activities of the Church. Also, the Board shall appoint each committee Chairperson (or Chair) and may delegate to the Chair the authority to appoint members.

As a standing committee of the Church, the LFD Committee will have a Board-appointed Chair and work within the following terms:

- The term for the chairperson of this Committee is 2 years and a chairperson can serve no more than two consecutive terms.
- The Committee chairperson will have regular interface and communication with the Board liaison to discuss relevant issues and anything needing Board action
- The members shall serve on the Committee for a minimum of two consecutive years and a maximum of three consecutive years. The Committee reserves the right to extend terms if it feels that it is in the best interests of the Committee.

V. Annual Calendar:

The LFD-C Committee will attend to the following important tasks in the months suggested, in addition to its on-going shorter-term activities:

July/Aug.- Hold annual mini-retreat to build rapport, orient new members, and strategize offerings for draft *Fall/Winter LFD Programs* Booklet

Sept. – Solicit program offerings from congregation for late fall/winter

Jan. - Solicit program offerings from congregation for winter/spring

May – Review Mission Statement and Charter, and revise if needed;
Solicit offerings for fall program; Draft LFD-C Annual Report

June – Evaluate Committee performances for the year

VI. Policy on Expenditures

The LFD Committee will have a line item in the operating budget of the Church to allow for the purchase of materials, training, and other related expenses.

An estimate of these expenses (with supporting data) should be submitted to the Finance Committee in February for inclusion in the draft budget for the coming year.

Any donations of money, materials, or equipment to the LFD Committee shall be used expressly for the purposes of furthering Committee projects.

Approved by the Board : _____
Revised by the Board : _____

