

Policies of the Nominating Committee

THE NOMINATING COMMITTEE WILL ANNUALLY IDENTIFY CANDIDATES FOR THE BOARD OF TRUSTEES AND THE NOMINATING COMMITTEE BY INVITING REFERRALS, CONDUCTING INTERVIEWS, AND SUPPORTING LEADERSHIP DEVELOPMENT, SO THAT THE CHURCH WILL MAINTAIN LEADERSHIP WHICH PROVIDES DIVERSE, RELEVANT TALENTS AND CAPABILITIES IN SUPPORT OF OUR CHURCH MISSION AND ENDS.

The Nominating Committee, being elected by the congregation, and working in accordance with the By-Laws of this church, sets forth the following Policies of the Committee.

The Seven Principles of this church will guide this committee in all its actions.

A. Selection of Candidates

A1. As a Nominating Committee, we are seeking candidates for the Board of Trustees and the Nominating Committee who are visionaries, conceptual thinkers, dedicated to the well-being of the church, and demonstrate moral courage.

A2. Any candidate must be a member in good standing.

A3. As outlined in the church By-laws, the Nominating Committee will consult with the Ministers and the Board Liaisons at least once a year to share information concerning potential candidates. **This will be called a Tripartite meeting.**

A4. The Nominating Committee will consider the Board of Trustee's requests for specific skills and talents while reviewing potential **Board of Trustees** nominees.

A5. The Nominating Committee will work to reflect the variety of people in our congregation through candidate selection.

A6. The Nominating Committee will request that interested potential candidates complete a Church Service Application form. At least two members of the Nominating Committee will interview potential candidates, and the committee will review each candidate's church involvement.

A7. The final selection of potential candidates to form the official slate will be by vote of the Nominating Committee.

A8. The slate of candidates will provide the Nominating Committee with a photo and a biographical sketch, and will participate in Meet the Candidates/Forum events.

B. Committee Procedures

B1. All the meeting notes, deliberations, interviews, information concerning congregants, and votes concerning potential candidates are to be held in strict confidence.

B2. The Nominating Committee's yearly timeline and procedures will be made available to congregants.

B3. The committee will hold monthly meetings. Special meetings may be called by the Chair of the committee. Five members will be considered a quorum.

B4. A term on the Nominating Committee is three years. A Nominating Committee member may run for a second term after receiving the approval of the committee. If a member needs to resign from the committee, the committee will meet and review the names of possible replacements. After interviewing possible nominees, a single candidate will be chosen. That name will then be given to the Moderator of the Board for final approval and appointment.

B5. The Nominating Committee will strive to have past Board of Trustees members on the committee.

C. Petition Procedures

C1. The Nominating Committee will make available by publication and online, all information concerning the petition process for the Board and Nominating Committee candidacy.

C2. The Nominating Committee will provide all congregants who are running by petition with a packet of information so they can be informed about the expectations and requirements of the position they seek.

C3. Upon receipt of a signed petition, the Nominating Committee Secretary will give the completed form to the Board Secretary. The Board Secretary will notify the Nominating Committee as to the petition's validity.

C4. Candidates by petition will provide the Nominating Committee with a photo and a biographical sketch, and will participate in Meet the Candidates/Forum events.

D. Elections

D1. As outlined in the Bylaws, the Nominating Committee will make the selection of the nominees for the Board and Nominating Committee and will send those nominations to the Secretary of the Board no more than 90, nor less than 60 days before the Annual Meeting.

D2. The Nominating Committee will hold a Meet the Candidates reception for all candidates prior to the election. Each candidate will be asked to provide a photo, short biography, and a vision statement which will be posted at the reception and will continue to be displayed through the Annual Meeting.

D3. The Nominating Committee will hold a Candidates' Forum event prior to the Annual Meeting.

D4. The Nominating Committee will assist, at the request of the Board, with the annual election held at the church.

D5. The Nominating Committee will only endorse the candidates on its slate.

E. Mentoring

E1. Nominating Committee members will take an active role in the development of leaders for our church.

E2. Each new member of the Nominating Committee will be assigned a mentor from the current, experienced group of members.