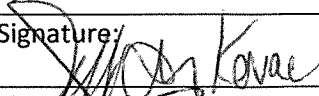
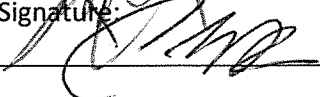


<b>Tennessee Valley Unitarian Universalist Church</b>	<b>Charter: Strategic Planning Committee (SPC)</b> Principle author: J. Kovac/D. Coleman	<b>Document No: CH.1023.00</b> <b>Page 1 of 2</b>
Approved by:	President: Jeff Kovac	Signature:  Date: 1/29/18
Approved by:	Chief of Staff: Rev. Chris Buice	Signature:  Date: 1/29/18

**A. Purpose of the Charter**

This charter describes the membership and responsibilities of the Strategic Planning Committee (SPC) of TVUUC.

**B. Authority**

The Strategic Planning Committee is a Board committee established by Article VIII, Section 3 of the TVUUC bylaws, as amended in the congregation meeting of May 4, 2014.

**C. Scope**

The SPC is charged with keeping the Board aware of the Long-Range Plan (LRP) and focused on achieving the goals incorporated in that plan. The SPC should annually review the LRP and recommend revisions to the Board and, as appropriate, to the congregation. The SPC should be in regular contact with the church staff and the congregation as an essential part of the process of reviewing and revising the LRP.

**D. Membership**

Members of the SPC shall serve at least two-year terms. The committee should regularly recruit new members to ensure continuity.

The Chairperson of the SPC is appointed by the Board from the Board of Directors. The normal term for the chair is one year but can be extended with Board approval.

The SPC will consist of 5 - 9 members chosen to represent the diversity in the congregation. One member will be the past Chairperson of the SPC.

One member of the church staff will serve on the SPC, ex officio.

**E. Responsibilities of the SPC**

At least annually, review the Long-Range Plan, and as necessary, recommend minor changes to the board.

If the LRP requires major revision, engage the congregation, the Board and the staff in a process to either make major revisions or develop a new LRP.

Assist the Board in selecting annual goals and objectives that are consistent with the Long-Range Plan.

If annual goals and objectives are proposed that are inconsistent with the LRP, work with the Board to resolve these inconsistencies either by making changes to the annual goals or by revising the LRP.

#### **F. Responsibilities of the SPC Members**

Attendance at all meetings if possible.

Maintenance of an understanding of TVUUC's Mission, Vision, Ends and of the LRP for achieving the Ends.

Active participation in open and candid discussion.

Acceptance of assignments as necessary to advance the work of the SPC.

Personal and group accountability for all decisions and actions.

The SPC will make regular reports to the Board on its activities.

#### **G. Direction and Control**

The SPC operates under the direction of the Board of Directors. As such, the SPC will provide regular updates of its activities to the board.

The SPC chair is responsible for fostering an environment that encourages constructive discussion of all issues, ensuring that discussion of concerns is focused on content and not individuals and encouraging everyone to participate, and keeping the SPC focused to achieve and execute expected outcomes.

#### **H. Decision Making Process**

The SPC will use consensus as the primary decision-making method. Should the group reach an impasse on any significant issue, the Chair (at his or her discretion) with the knowledge of the committee, will take the issue to the Board of Directors for resolution.

#### **I. Meeting Frequency and Duration**

The SPC will meet as needed. The results of these meetings will be reported to the Board.