

MONITORING REPORT: EMERGENCY EXECUTIVE SUCCESSION Executive Limitations Policy #5 October, 2009

POLICY EL #5: Emergency Executive Succession

In order to protect the church and Board from sudden loss of Executive Team services, the Executive Team must not fail to designate and keep informed at least one other Executive Team familiar with Board and Executive Team issues and processes.

INTERPRETATION:

We interpret this policy to mean that the Executive Team must ensure that the following roles and functions are understood by every member of the Executive Team and that they can be carried out:

- **Monitoring Limitations and Ends Achievement Reports**
- **Making operational decisions for the congregation**
- **Serving as leaders to church teams/committees to carry out the work of the church.**
- **Working with staff and lay leadership to develop and monitor the administrative life of the church ex. operating budget.**

EVIDENCE:

We report compliance. This Limitation was put to the test this past year during Rev. Gadon’s sabbatical and Rev. Snyder’s paternity leave. During the sabbatical Rev. Snyder took on Rev. Gadon’s pastoral care, rites of passage, and preaching responsibilities. During Rev. Snyder’s paternity leave, the other members of the Executive Team wrote the Monitoring Reports for the Board and attended the meetings. They also filled in for the Senior Minister in working with the Board to write the Budget.

With the new configuration of the Executive Team we have redistributed team portfolios and held the first of three meetings of the “Leadership Link”—once known as the ET Council. This strengthens the ties between the volunteer staff and the Executive Team such that the work of the two is more in concert together.

EXECUTIVE TEAM ASSESSMENT:

This is never an easy Limitation to live within since the members of the Executive Team have specialties and specific areas of expertise. However time and experience has proven that the members of the Executive Team are sufficiently cross-trained in other areas beyond their comfort zones. Between the three members of the current Executive Team, the Program and Administrative Staff, and the new infrastructure

being developed within the volunteer staff, we feel that gaps left by a member of the Executive Team's absence, including the Senior Minister/CEO, can be filled.

Respectfully Submitted by the Executive Team,

Rev. Dr. Joshua Snyder,
Rev. Barbara Gadon,
Marina VanRenssen