

ORGANIZATION AND ADMINISTRATION OF GOOD SHEPHERD UNITED METHODIST CHURCH IN THORNTON, COLORADO

Mission Statement:

Good Shepherd United Methodist Church is an inviting neighborhood church family. Our purpose is to celebrate God's message in worship and in our daily lives; engage with our community through active and relevant service; equip our congregation for spiritual growth and expanding faith with emphasis on our young people.

All are welcome whatever your age, gender, race, marital status, sexual orientation, address, physical ability, native land or language, economic reality, or job status. All means all.

Article 1: United Methodist Church

Good Shepherd United Methodist Church is a church in full communion with and a part of the United Methodist Church. As such, Good Shepherd United Methodist Church is bound by the commitments and expectations of:

- The Book of Discipline of the United Methodist Church
- General Conferences of the United Methodist Church
- Mountain Sky Annual Conference of the United Methodist Church
- The Bishop of the Mountain Sky Annual Conference of the United Methodist Church
- The Superintendent of the Colorado Front Range District of the Mountain Sky Conference of the United Methodist Church

Article 2: Modification of Organizational Plans

As allowed by the 2016 Book of Discipline of the United Methodist Church Paragraph 247 Section 2, a local church is able to modify the organizational plans described in Paragraphs 243 - 258 in consultation with the district superintendent and through vote of the church conference.

- Good Shepherd United Methodist Church is only modifying the organizational plans explicitly described in this Organization and Administration document.
- Any aspect of the organization and administration of Good Shepherd United Methodist Church that is not explicitly described in this document shall follow the organizational plans described in the Book of Discipline.

Article 3: Three Board Leadership

Good Shepherd United Methodist Church shall be governed by a Three Board Leadership Model composed of:

- Administrative Board
- Ministries Board
- Committee of Nominations and Leadership Development

Article 4: Administrative Board

The Administrative Board shall serve in the roles of the Staff-Parish Relations Committee, Board of Trustees, Finance Committee, and as part of the responsibilities of the Church Council (as described in Paragraph 252 Section 4)

- The membership of the Administrative Board shall be the following 7 voting members:
 - Administrative Board Chair
 - Lay Leader
 - Staff-Parish Relations Chair
 - Staff-Parish Relations Support
 - Trustees Chair
 - Treasurer
 - Financial Secretary
- The pastor is an ex-officio non-voting member of the Administrative Board and shall provide counsel.
- There shall be an appointed ex-officio non-voting Recording Secretary of the Administrative Board. The Recording Secretary shall be appointed for a one-year term and may be re-appointed to an unlimited amount of consecutive terms. The Recording Secretary of the Administrative Board may also serve as the Recording Secretary of the Ministries Board.
- The Lay Representative to Annual Conference is encouraged, but not required, to attend Administrative Board Meetings. The Lay Representative to Annual Conference is non-voting.
- Each voting member of the Administrative Board shall serve a three year term. The terms shall be staggered so that only 2 or 3 members rotate off the Administrative Board each year.
- After the three year term, an Administrative Board member must have at least one full year off of the Administrative Board before being re-appointed. This clause does not apply to the Lay Leader, Treasurer or Financial Secretary, each of whom may be re-appointed to any number of consecutive terms.
- The members of the Administrative Board must be at least 18 years of age. It is encouraged, but not required, to include young adults on the Administrative Board

Article 5: Ministries Board

The Ministries Board shall serve in the role of part of the Church Council (as described in Paragraph 252 Section 2), to support the Specialized Ministries described in Paragraphs 253 - 257, and to provide vision, collaboration, communication, support, and growth to all active and new ministries of Good Shepherd United Methodist Church.

- The membership of the Ministries Board shall be 7 voting members. This shall include the Lay Leader, the Ministries Board Chair, and 5 other voting members. The Ministries Board may designate other specific positions for some or all of these members.
- The pastor is an ex-officio non-voting member of the Ministries Board and shall provide counsel.
- There shall be an appointed ex-officio non-voting Recording Secretary of the Ministries Board. The Recording Secretary shall be appointed for a one-year term and may be re-appointed to an unlimited amount of consecutive terms. The Recording Secretary of the Ministries Board may also serve as the Recording Secretary of the Administrative Board.
- The Lay Representative to Annual Conference is encouraged, but not required, to attend Ministries Board Meetings. The Lay Representative to Annual Conference is non-voting.
- Each voting member of the Ministries Board shall serve a three year term. The terms shall be staggered so that only 2 or 3 members rotate off the Ministries Board each year.
- After the three year term, a Ministries Board member must have at least one full year off of the Ministries Board before being re-appointed. This clause does not apply to the Lay Leader.
- There is no age requirement of the Ministries Board and it is encouraged that the Ministries Board is representative of the church membership.

Article 6: Committee of Nominations and Leadership Development

The Committee of Nominations and Leadership Development shall prayerfully select new potential members for all three Leadership Boards and make these recommendations to the charge/church conference.

- The membership of the Committee of Nominations and Leadership Development shall be 7 members, one of which is the pastor (who will serve as the chair)
- The other six members shall serve a three year term. The terms shall be staggered so that only 2 members rotate off the Committee of Nominations and Leadership Development each year.

- After the three year term, a Committee of Nominations and Leadership Development member must have at least one full year off of the Committee of Nominations and Leadership Development before being re-appointed.
- There is no age requirement of the Committee of Nominations and Leadership Development and it is encouraged that the Committee of Nominations and Leadership Development is representative of the church membership.

Article 7: Areas of Authority

The Administrative Board and the Ministries Board are the co-equal leadership authorities of Good Shepherd United Methodist Church.

- When determining which Board a specific question or issue shall go to, the descriptions of each Board shall be considered and the question or issue shall be placed with the Board that reasonably makes sense.
- If it is not reasonably clear as to which Board a specific question or issue shall go to, then the pastor shall have sole discretion to prayerfully determine which Board shall take up the question or issue. When making this decision, the pastor will consider the descriptions in this document, the Book of Discipline of the United Methodist Church, and past practice of Good Shepherd United Methodist Church and will make a good faith effort to place the question or issue with the appropriate Board.

Article 8: Regularity of Meetings

Both the Administrative Board and the Ministries Board shall meet at least monthly throughout the year.

- For two of the monthly meetings, the Administrative Board and the Ministries Board will meet in joint session to further develop the vision of the church and to collaborate in areas in which their work connects. The pastor shall chair these two meetings.
- For the other ten monthly meetings of the year, the Administrative Board and Ministries Board shall not schedule their meetings at the same time or overlapping so that the pastor may attend both sets of meetings in their entirety.
- A monthly meeting may only be canceled by a vote of the members of that Board.
- The Committee of Nominations and Leadership Development shall meet as often as necessary to prayerfully consider and select a full new slate of members for the 3 Boards to be recommended to the charge/church conference at the end of the year.

Article 9: Continuity of These Organization and Administration Plans

Once enacted by vote of the Good Shepherd United Methodist Church church conference, these Organization and Administration plans shall remain in effect until amended or removed by a future church conference or deemed unacceptable by a future Book of Discipline of the United Methodist Church, General Conference of the United Methodist Church, Mountain Sky Annual Conference of the United Methodist Church, Bishop of the Mountain Sky Annual Conference of the United Methodist Church, or Superintendent of the Colorado Front Range District of the Mountain Sky Conference of the United Methodist Church.