



First Congregational United Church of Christ

POLICY ON POLICIES

May 2024

Policy list updated August 2024

The FCUCC Bylaws charge the Board with setting policies to guide the work of the Board, staff, volunteers, ministry teams, and the congregation as a whole, but leaving day-to-day decision making to the appropriate individuals, committees, and teams.

1. The Secretary shall maintain a record of all FCUCC policy and procedures on the website and in an analog version in the church office.
2. A draft of each new church policy will be forwarded to the Board members and church staff prior to the next Board meeting and will be included on the agenda.
3. Normally the policy author will present the policy to the Board for discussion, understanding, and revisions.
4. At the next Board meeting the policy will be approved with any additional revisions.
5. The policy will then be routed to each member of the church staff to be read and initialed and the original copy filed in the Policy Manual in the church office.
6. Amendments to existing policies will follow steps 3 and 4 above.
7. New policies and amended policies should be included in the church newsletter.

Current policies and their effective dates are listed below.

Church Policy	Revised
Baptismal Policy	July 2024
Board Covenants	February 2023
Board Nominations	May 2024
Building Use Agreement	August 2023
Conflict of Interest	July 2016
Financial Policies and Procedures	September 2023
Ministry Team Formation	July 2024
Pastor-Parish Relations Team	August 2024
Personnel Policies	August 2023
Rental Information	August 2023
Safe Conduct	December 2023
Wedding Planning Guide	January 2024