

## **Board of Trustees – Norms and Goals – 2007 DRAFT**

Consisting of 9 members, 3 year terms, max. 6 years.

Three classes of 1 Minister of Word and Sacrament and 2 Elders

<u>Class of 2007</u>	<u>Class of 2008</u>	<u>Class of 2009</u>
Wilfrid Molyneaux	Donna Elia	Ken Applegate
Doroty Rice	Peter Smith	Elsie Rew
Torill Staats	Bill Ramage	Gale Bury

### **Duties:**

From the Standing Rules:

Board of Trustees of Albany Presbytery

a. The Presbytery of Albany shall be incorporated under the Religious Corporations Law of the State of New York and in harmony with the Constitution of the Presbyterian Church (U.S.A.), so as to enable it to receive, hold and transfer property--real and personal--and facilitate the management of its corporate affairs as directed by the Presbytery.

b. There shall be nine trustees, three of whom shall be ministers, and six elders. New members shall be elected at the last stated meeting of the year and take office on the first day of the succeeding calendar year. They shall be elected by three classes, each year's class consisting of one minister and two elders. A quorum shall be a majority. The principle of the rotating system shall be in operation as provided for officers of the local church in the Form of Government.

### **Committee Norms:**

Accountability:	All members are expected to attend all meetings. Any unexcused absences will be followed up by a phone call; three excused or unexcused absences in a year may signal that the member really can't fit this commitment into his or her schedule, and the Chair will ask whether resignation is the best solution.
Meeting Format:	Meeting will be held as needed, on the second Thursday of every other month, usually beginning at 10 AM. The Presbytery office will send out email reminders 10 days in advance. Members may request to be excused due to emergencies but will ensure that any reports or work will be submitted on time.
Role of Chair(s):	The Chair(s) moderate, and serve as liaison to Council. They also make reports to the Presbytery, delegating certain responsibilities when appropriate. The Chair(s) also ensure that members know their responsibilities and have the resources and support they need to meet those responsibilities. The Co-Chairs ensure the development of a yearly workplan, a budget which reflects the goals of the committee and the Presbytery, and a review of the work done at year's end.
Role of Staff:	The General Presbyter is the staff member advising this committee. (S)he acts as advisor, and has voice but no vote in committee meetings.
Role of Member:	Members are expected to spend up to 2 hours at committee meetings, and up to 4 hours doing other work of the committee in between meetings.

### **Workplan for 2007:**

Goals:

- 2006: To confer with COM and come up with a plan to evaluate all buildings and assets  
To have a yearly conversation with Curran Group regarding our investments
- 2007: To provide clarity, options and leadership with regard to the Hebron financial  
Situation?