Ministries team meeting

With the 1st of July, we enter the new ministry team year, making it a good time to review leadership and team goals going forward.  I'm contacting this group as you're the current Clerks of your team, and you're all continuing at least your membership on the teams this coming ministry team year.  Most of you know this stuff and there's not a lot of team turnover this year, so this is pretty "old hat" for each of you.  But if you wouldn't mind reading, considering, and leading your team through this in the next month, I'd appreciate it.

Each team will need to select a Presiding Clerk and a Recording Clerk for the year.  The Presiding Clerk organizes the team meetings and makes sure the team is on target to meet their goals.  They should also be responsible for making sure the congregation is connected and engaged with the team's activities and achievements.  The Recording Clerk records/takes minutes of the team meetings and various decisions for the team.

Besides deciding who your Clerks are, please take time during your next meeting to also talk about what your team goals are - what you hope to accomplish over the next year.  Document the goals, and revisit them during the year.  Remember that your team isn't required to do all the work, they're needed to make sure the work gets done.  A great example of this is our Outreach team this past year - they set a goal to have a new "drive" each month, and have done a great job of communicating and encouraging the entire congregation to join in on the various drives.  While the team has worked hard to identify each drive, it's the engagement they're creating across the congregation that is making the difference.    
  
Communication with the congregation is among the most important things your team should be doing.  Take advantage of whatever means makes best sense to you to do that communication.  I'll speak about our monthly meetings in a bit, but if announcements, contact through the email/yahoo group, banners/posters, or some other mechanism is what you think will be most effective, do it.    
  
Our Business meetings/Monthly Meetings are scheduled once a month, and they're generally set for the third Sunday of each month.  These are opportunities for deeper engagement with the congregation – a chance to ask questions, spend some time in discernment/prayer over ministry decisions or questions, a chance to more deeply explain what your team has as a vision, answer questions, etc.  One of my responsibilities as Clerk of the Meeting is to organize and run these meetings.  About a week before each is scheduled, I will send out an email to the various Presiding Clerks to see if their team has anything to add to the agenda.  I try to only hold meetings if we have more than one topic to discuss, but there are cases (budget, ministry team nominations, church membership nominations, church-wide discernment issues, etc.) where we will hold meetings with only one item on the agenda.  When I send out these requests, please respond either way – it helps make my decision-making easier.

That call for agenda items is also a great reminder for the various team Recording Clerks to get their minutes distributed.  Besides your team, please make sure your Recording Clerks include Arden (as Pastor), myself (as Clerk of the Meeting), and Tami Goodman (as Recording Clerk of the Meeting) in the distribution of those minutes.  Tami’s responsible for gathering and distributing the various minutes and preparing them for the Business Meeting, so anything she gets from your team becomes part of the public record of Cherry Grove.  Arden and I are on that distribution, as our positions also make us available to your teams as additional resources, should you need them at any point.  Please use us if you ever need anything – being able to assist is part of why we enjoy our positions.

I think that's got most of it covered.  If you have any questions, feel free to ask.  
  
Your friendly neighborhood Clerk,   
  
Rob