

Listing of Changes between approved Board Policy Document (Oct 2025) and Revision Board Policy Draft (May 19, 2026)

Overall, the current Board Policy document has been reorganized from 7 primary policies to 4 policy topics, as suggested by the Dan Hotchkiss book, Governance and Ministry. The new policy sections are:

1. How the Board Operates
2. Staff's Authority
3. Guidance and Boundaries of Authority
4. Board-Senior Minister Communication and Monitoring

The table below details specific changes to policy beyond the reorganization of text within the policy document. A separate document is available which maps contents from the Board Policy document approved October 23rd 2025 to this revised Board Policy document; you can find that [here](#).

Section	Change/Addition	Reason(s)
Definition of Terms	New	Clarification of terms related to new org structure
Introduction	Updated to reflect Minister-led model.	Clarification of terms related to new org structure
1.1 Goals	Link added to direct reader to church website for current church goals.	Link added so an update to church goals does not require a revision of policy doc.
1.2 Governing Style	1.2.1.e Wording updated to include a culture of decision-making where all opinions are heard, and consensus is the goal.	Section included to clarify what is meant by the Board speaks with one voice.
1.3 Board Contributions and Responsibilities	1.3.2 The Board ensures the Senior Minister is held accountable to goals as developed in collaboration with the Board.	This responsibility was previously assigned to the Staff Leadership Team.
1.5 Board of Trustees Code of Conduct	1.5.3 Consensus building stressed; dissenting opinions to be documented in the BOT minutes.	Further clarification that the Board speaks with one voice.
1.8 Executive Committee Role	The Executive Committee is redefined as Board Officers and the Senior Minister, with members of Executive Staff invited as needed.	The SLT no longer exists with change in leadership model

Section	Change/Addition	Reason(s)
1.12 Amending Board Policy	Procedure to Propose a New or Updated Board Policy was moved from the policy document and is now in a stand-alone document. A link to the procedure is in the policy document.	The procedure was too detailed for a policy level document.
2.1 Senior Minister	This section contains a high level description of the Senior Minister position; it also adds direct supervision of Executive Staff. This section also contains a description of shared ministry, particularly section 2.1.4.	Change related to Minister-led model
2.2 Executive Staff	This section describes the staff roles that constitute Executive Staff, i.e., direct reports of the Senior Minister	Change related to Minister-led model
2.6 Staff Leadership Communications	2.6.1 Senior Minister speaks for the staff before the Board; Executive Staff may present specific topics related to their areas of authority and expertise and requested	Change related to Minister-led model
2.7 Communication and Counsel to the Board	This section describes the responsibilities of the Senior Minister to ensure the Board is informed and supported in its work.	Change related to Minister-led model
2.9 Designated Fund Policy	This section is moved to 3.15	To keep all financial topics in the same section.
2.11 Authority over Events and Sponsorship	2.11.2 Clarifies that the DFO manages sponsorship agreements with 3 rd party NPOs	Previously, the Staff Leadership Team managed sponsorship agreements.
2.15 Safety	This section was expanded to provide details where available. This section also clarifies that the Staff Leadership is responsible for approving Safety procedures, not the Board.	This section covers the basics of a Safe Congregations Policy.
3.1 Personnel Decisions	This section details the responsibilities of the Senior Minister as the supervisor of Executive Staff.	Details were taken directly from 'Statement of Intentions for a Minister-led Organizational Model' as provided by the Board.

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		The document provided guidelines for Policy & Governance to follow.
	3.1.4 Hiring, dismissal, promotion, and compensation changes will be initiated by the Senior Minister in collaboration with the appropriate staff supervisor and supported by the Personnel Committee, with Board approval where the budget is impacted.	Clarify the hiring/promotion/dismissal roles of the Senior Minister versus the fiduciary role of the Board.
	3.1.5 NEW. The Board retains the authority to reorganize staff as necessary, including layoffs, reduction of hours or reduction of pay, to fulfill its fiduciary responsibilities.	Further confirms the fiduciary responsibility of the Board.
Pathway to Conflict Resolution, formerly 3.9	Details of the Pathway to Conflict Resolution were moved to a stand-alone procedure; link included in the policy document.	The procedure was too detailed for a policy level document.
3.10 Reporting and Responding to Destructive Behavior	Details of Reporting and Resolving Concerns of Destructive Behavior were moved to a stand-alone procedure. A link to the procedure is included in the policy document.	The procedure was too detailed for a policy level document.
3.11 Transparency of Financial Activity and Spending	The responsibilities of the DFO were reviewed and clarified.	The previous revision had out of date responsibilities for the DFO.
3.13 Financial Condition and Activity	3.13.7 Responsibility for the review and approval of fund-raising activities moved from the Board to Staff Leadership, with Board notification.	Clarification of Staff Leadership responsibilities.
	3.13.8 Clarify the dollar amount (\$10K) for contracts and checks that require additional approvals.	To add clarification; updated in collaboration with DFO and Board Treasurer.

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	Reordered sub letters and added language about signatures needed for contracts.	
3.15 Designated Fund Policy	Individual designated funds described: Endowment Fund, Minister Continuity Reserve Fund, and Building Reserve Fund.	Clarification of fund purposes and oversight/authority.
3.16 Restricted Fund Policy	Individual restricted funds described: Minister's Discretionary fund, Share-the Plate fund, and Fund-a-Need	Clarification of fund purposes and oversight/authority.
3.17 Acceptance of Other Restricted Gfts	Describes donations for a specific purpose, and the legal restrictions.	Restricted gifts must meet conditions cited in RCW24.03A.185.
4.1 Visibility and Communication	This section clarifies that Executive Staff are welcome to attend Board meetings and Staff Leadership is encouraged to submit monthly reports to the Board.	Details were taken directly from 'Statement of Intentions for a Minister-led Organizational Model' as provided by the Board. The document provided guidelines for Policy & Governance to follow.
4.2 Financial Authority and Decision-Making	This section clarifies which individuals or groups have financial authority and decision-making responsibilities.	Details were taken directly from 'Statement of Intentions for a Minister-led Organizational Model' as provided by the Board. The document provided guidelines for Policy & Governance to follow.
4.3 Accountability of Staff Leadership and Transparency of Actions	This section is re-written to move responsibility for organizational performance from the SLT to the Senior Minister.	Change related to Minister-led model
4.4 Senior Minister – Board Relationship	This section is re-written to describe the covenantal relationship between the Senior Minister and the Board.	Previously, the covenantal relationship was between the SLT and the Board.