

## UUFA Committee/Group Charter

1. **Name of Committee or Group:** Denominational Affairs Committee
2. **General Purpose:**

Promote the understanding and involvement of UUFA members and of the congregation as a whole in denominational programs, activities, and issues. Serve as liaison between the congregation and the UUA and the Mid-South District (MSD).
3. **Membership:** There is no set number of members of the committee which is formed by self-appointment/interest in the purpose and work of the committee. The requirements for committee membership are membership in the UU Fellowship of Athens, and therefore in the Unitarian Universalist Association of Congregations and the Mid-South District, and an interest in the work and purpose of the committee. There is no limit to length of a committee member's service. The members or other staff may join at their own discretion.
4. **Leadership:** The chair of the committee is selected from among the members and is responsible for calling and conducting meetings. Other roles, as needed, such as note-taker/secretary, are assumed by other members of the committee.
5. **Meetings:**

The committee meets, as needed, and meetings are announced through emails, by phone, word of mouth, OOS, newsletter, web site, etc. to members of the committee and general membership of the congregation.

Meetings are open to anyone who is a member of the congregation. Decisions are made by consensus or formal vote, if needed.
6. **List the specific duties and responsibilities of the committee/group:**
  - Foster an understanding of and commitment to what it means for UUFA to be a responsible member of the Unitarian Universalist Association of Congregations, including paying its full fair share (Annual Program Fund and district dues).
  - Work with the Minister and staff, and the Sunday Services and Membership Committees, to review the history and principles of the denomination on a regular basis.
  - Work with other committees, such as Religious Education, Adult Religious Education, Forum, and Social Action/Social Justice, to discuss and study issues of denominational importance, such as General Assembly resolutions, Study Action Issues, and Actions of Immediate Witness.
  - Encourage participation in meetings, conferences, and clusters which promote denominational cooperation.
  - Promote the MSD Chalice Lighter program.
7. **Annual Goals, Objectives:** The committee will meet as needed to set goals and review functions and duties, but will work steadily toward the duties and responsibilities as listed above.
8. **Accountability:** The committee is accountable to the congregation through the Board.
9. **Reporting requirements:** The committee reports, as needed to the Board.
10. **Relationship to professional staff and other committees/groups of UUFA:**

The committee works with the following staff and other committees:

  - the Minister and staff, and the Sunday Services and Membership Committees, to review the history and principles of the denomination on a regular basis.

- other committees, such as Religious Education, Adult Religious Education, Forum, and Social Action/Social Justice, to discuss and study issues of denominational importance, such as General Assembly resolutions, Study Action Issues, and Actions of Immediate Witness. In addition, the committee promotes the MSD Chalice Lighter program.

**11. Communications:** The committee/group communicates regularly with other committees/groups and the congregation through announcements in the Tapestry, the Sunday Order of Service, pulpit talks (i.e., concerning General Assembly and MSD Chalice Lighter promotions), the weekly email announcements, postings to the web site and on bulletin boards. A page or link on the web site would be a good idea.

**12. What decision-making authority does the committee/group have?** The committee works within the scope of the mission and vision of the Fellowship, the UUA, and the MSD.

**13. Spending authorities:** The committee is authorized to spend any monies allotted to its line item in the budget. The committee chair should approve any expenditures.

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Proposed charter submitted by (name and title): Myrna Adams West, Denominational Affairs  
Committee member

Date: 12/10/2010