

Simplified Accountable Structure



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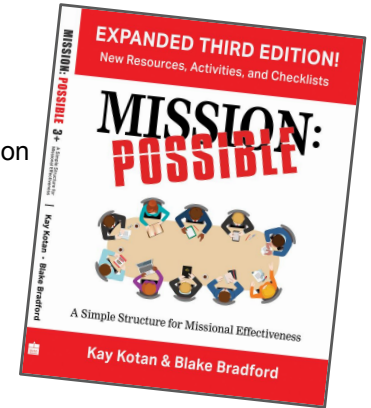
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Simplified, Accountable Structure

Core Purpose is to understand how the Simplified, Accountable Structure functions in the local church.

Workshop Flightplan:

- Biblical Lens on Sharing Leadership
- Reminder of SAS Key Concepts
- Focus on Accountable Leadership for Healthy Boards
- Curate best practices and practical resources for SAS



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GROUP TIME

What do you hope to leave with tonight?

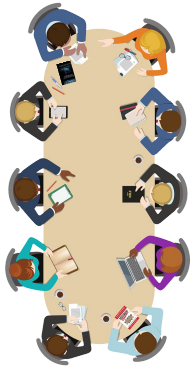
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Biblical Lens on Leadership



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Acts 6:1-6 (page 89)





**Biblical Lens on Leadership:
Acts 6:1-7 Table Talk**

1. Complaints in the church and complaints about the allocation of resources are “biblical.” How does the Apostle’s response inform our own response to complaints or criticism?
2. This passage of scripture reminds us that when more people are unleashed for ministry, and more are living out their spiritual gifts, there will be a kingdom impact. How could this principle change your congregation?

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The United Methodist Church



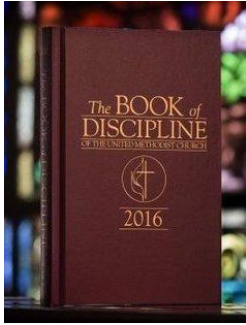
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Simplified Accountable Structure Key Concepts



¶ 247.2 “modify the organizational plans”



Page 11, 58

The charge conference, the district superintendent, and the pastor shall organize and administer the pastoral charge and churches according to the policies and plans herein set forth. When the membership size, program scope, mission resources, or other circumstances so require, the charge conference may, in consultation with and upon the approval of the district superintendent, modify the organizational plans, provided that the provisions of ¶ 243 are observed.

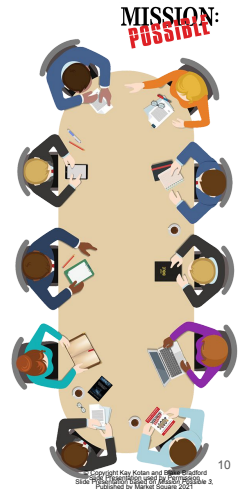
Why Simplified Accountable Structure?

Common Motivators:

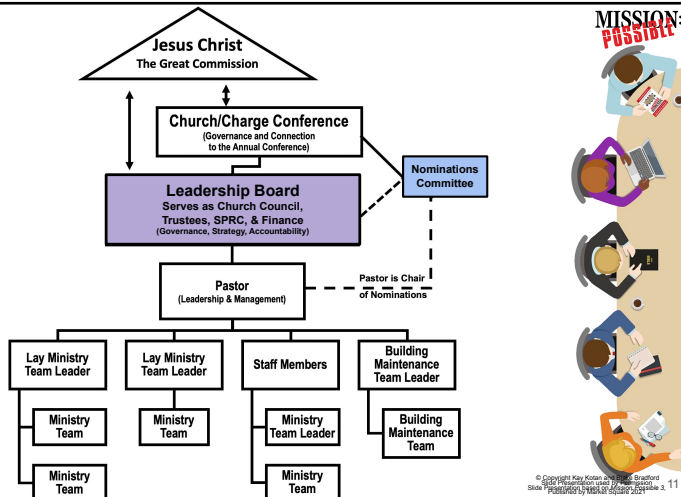
- Desire or need for fewer nominated leaders
- Desire for fewer meetings
- **Quickly create a legal governance!**

The Real Potential:

- Technical AND Adaptive Changes
- Accountability
- Missionally Focus & Alignment
- Nimble Adaptability and Possibility for Revitalization



Mission
Vision
Goals
Management Strategies
Ministry Impact



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What is Involved? One Board, Several Hats



Leadership Board = Ad Council + SPRC + Finance + Trustees

One Leadership Board is responsible for leadership and governance.

All administrative committee responsibilities and functions are vested in the Leadership Board.

Existing ministry teams continue.



Leadership Board = Ad Council + SPRC + Finance + Trustees

The one, unified Leadership Board should operate as a cohesive unit. Therefore, **DO NOT** fall to the temptation of using “representatives” or “specialists.”

For example, there is not just a “Trustee” on the board, because the whole group serves as the Board of Trustees.

While the SAS Leadership Board “wears all the hats” of the Church Council, SPRC, Finance, and Trustees, these Book of Discipline functions are now approached in a **holistic** way, with the SAS Board able to claim opportunities and face challenges with all the resources and authority of the congregation.



Leadership Board

is really a holistic leadership lens

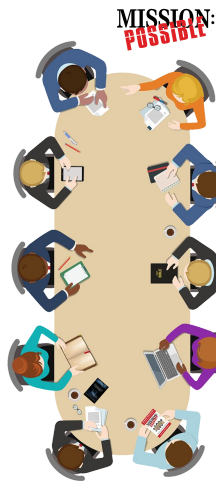


Leadership Board

Recommended Simplified Structure

Nine members elected by the Charge Conference

- All of the nine members (plus pastor) serve simultaneously as a unified PPRC, Trustees, Finance, & Church Council
- Must also include in the total:
 - Board Chair #
 - Lay member to Annual Conference #
 - Lay Leader #
 - Optional UWF
 - Optional UMM
 - Optional Youth
- Trustees must be 18+ years of age
- Chair, Lay Member of AC, and Lay Leader can be combined positions.
- Note that a separate and independent Nominating Committee is still required.
- Six to nine board members (+Pastor) in smaller congregations



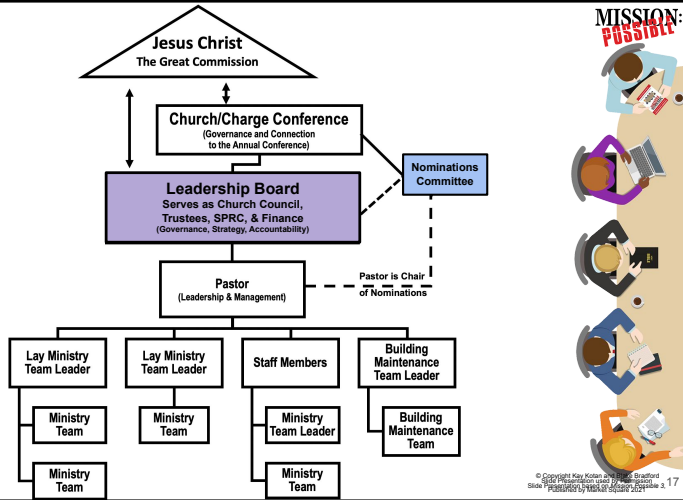
A Holistic Leadership Lens



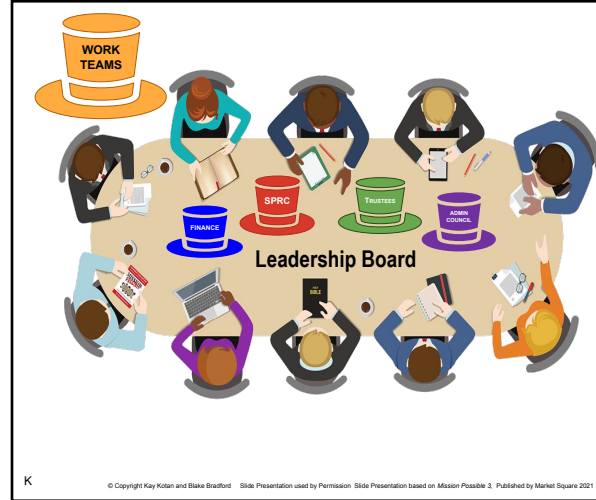
Leadership Board

- While the administrative functions may occasionally feel distinct, the members of the Leadership Board actually wear all the “hats” simultaneously.
- The multi-colored “propeller hat” also reminds us of the **generative** and **strategic** work of the Leadership Board, what Ronald Heifetz called “getting a balcony view” in his book on adaptive leadership.
- Perhaps a metaphorical little propeller is the fastest way for the Leadership Board to leave the ground level management role and get a more **strategic balcony view** of the new ministry landscape before us.

Mission
Vision
Goals
Management Strategies
Ministry Impact



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Using WORK TEAMS

Examples:
Budgets
Personnel Policies
Guiding Principles

EXPANDED THIRD EDITION!
New Resources, Activities, and Checklists

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A Simple Structure for Missional Effectiveness

Kay Kotan & Blake Bradford

“ The Focus Changes
Changing to a simplified, accountable leadership structure is more than reducing the number of people at the table; it is about changing the work and conversation at the table. ”

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Hey Neighbor:
How has Simplified Accountable Structure helped your church move forward?

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A Simple Structure for Missional Effectiveness

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Questions & Thoughts

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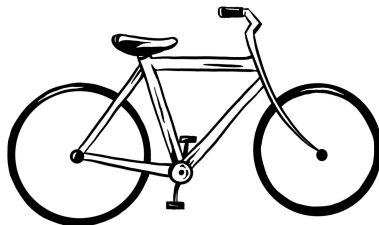
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Focus on Accountable Leadership for Healthy Boards

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Page 65-66

Governance (Boards & Committees) Vs. Ministry (Teams)



Pages 65-67

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The United Methodist Church

Accountable Leadership

Setting a culture of well-aligned, impact-focused ministry

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Leadership Board
Accountable to
Christ for leading
the church in its
mission & vision

Page 119-122



Board Holds Lead
Pastor Accountable/
Pastor Holds Staff &
Ministry Team
Leaders
Accountable



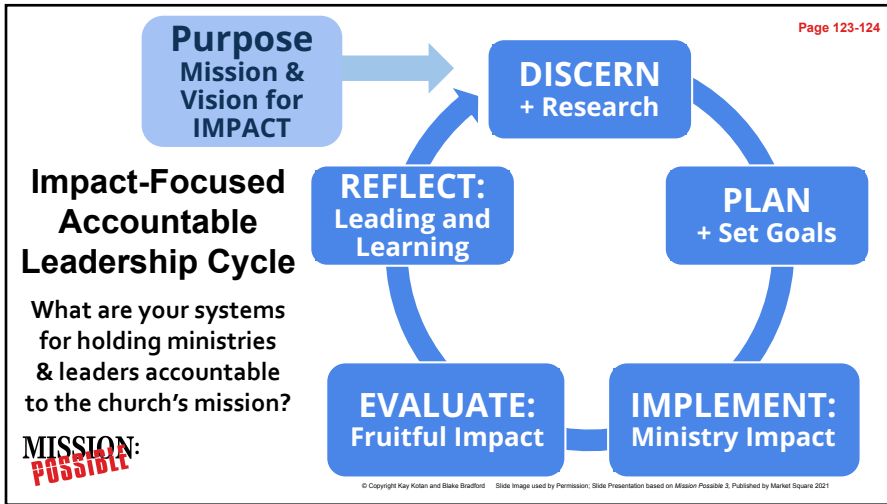
Utilize a
Leadership
Covenant &
Guiding Principles



Listen to the
community &
respond to changing
context. Share the
story through ongoing
communications

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Four Responsibilities of Governance

Stewardship
Tending to the fiduciary responsibilities and alignment of God's people and resources

Generative
Discerning God's dream and working to set the congregation's next steps

Strategic
Leveraging the resources to be aligned with congregational priorities

Accountable Leadership
Setting a culture of well-aligned, impact-focused ministry

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Guiding Principles

Leadership Board sets the Guiding Principles, but DOES NOT manage the day-to-day operations or ministries of the church!

Page 111-117 Resource #12, pg 262-266 © Copyright Kay Kotan and Blake Bradford Slide Presentation used by Permission. Slide Presentation based on Mission Possible 3. Published by Market Square 2021

Leadership Covenant: Rules for the Road

- Decisions are Made by the Board Members Who Show Up
- Leadership Board Members are Disciples of Jesus and Fiduciary Officers
- We Will Speak the Truth in Love (Ephesians 4:15)
- We Will Balance Transparency and Confidentiality
- We Are a Leadership Board with a Unified Voice

Mission Possible for the Small Church
pgs 94-98; 179-181

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TABLE TIME

Leadership Covenant & Guiding Principles:

- What intrigued you?
- What would you want to add?
- What difference could using these two tools make in a congregation's life when practiced by the governing board?

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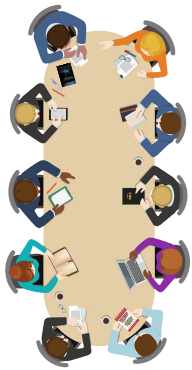


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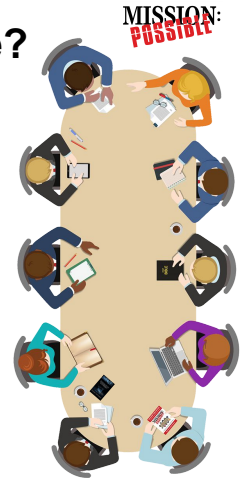


 **Arkansas** UNITED METHODISTS OF

Curate best practices and practical resources for SAS

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Trustees: Toolbox or Briefcase?



Launch a Building Maintenance Ministry Team!

Page 66-67

The "Packet"

Send out this information packet a week ahead of the meeting, and make available to members everything in the packet that is not covered by confidentiality.

- ◆ Agenda
- ◆ Vital Signs and Statistics
- ◆ Guest Information for Evangelism
- ◆ Minutes from previous meeting
- ◆ Financials
- ◆ Progress of Goals
- ◆ Action items such as bids, required forms, drafts of policies, etc.



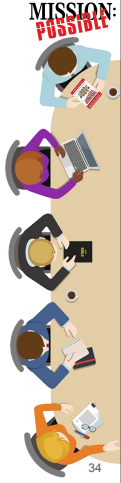
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Agenda

Simplified Structure with Accountable Leadership

Use a **Functional Agenda** template to stay on track and help everyone stay in their lane

- ◆ Opening Prayer
- ◆ Spiritual Formation
- ◆ Leadership Development
- ◆ Consent Calendar Work
- ◆ Fiduciary Work
- ◆ Missional Accountability Work
- ◆ Strategic, Generative, & Accountability Work
- ◆ Pressing Issues and Problem Solving Work
- ◆ Executive Session (use for PPRC or legal work)
- ◆ Communication Planning and Assignments
- ◆ Closing Prayer



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Using Team Reports to Build the Agenda

Simplified Structure with Accountable Leadership

RESOURCES

R-14: Online Report/Request for Action Form for Leadership Board
Update/ Action Request for ___(DATE)___

Please submit this form to the church office 10 days prior to Leadership Board Meeting, so it can be added to the agenda.

For Information Only Needs Action from Leadership Board

Committee or Mission Team Worship Planning Team
Ministry Team Ministry Team Task Group Staff

(Staff should coordinate with pastor before submitting.)

Committee Chair/Team Leader Contact:
Name _____ Email _____ Phone _____

ISSUE / PROPOSAL:
Use this section to explain the actions, key strategies, and/or challenges with which the committee or team is faced. Include proposed solutions or strategic plans.

FINDINGS / RATIONALE:
Explain how the proposed action helps the congregation fulfill its mission and impact the mission field.

FUNDING IMPLICATIONS? None beyond budgeted Annual Fund Yes. See below for costs and funding plan

Financial Stewardship in a congregation requires advance planning, teamwork, and discernment of priorities. Fundraising beyond the Annual Fund can be delicate work.
Please include in this section the financial implications of the proposed and fundraising plans if Designated Funds or additional support is required.

ACTIONS TAKEN BY COMMITTEE / TEAM:
Our congregation needs to empower committees and ministry teams to do ministry and take action within the guiding principles, strategic goals, and administrative policies of the congregation. Use this section to outline the action planned or already taken by the Committee/Team under its own authority.

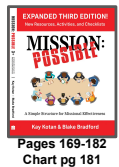
ACTIONS REQUIRING Leadership Board APPROVAL:
This includes Proposed changes in Policy or Guiding Principles, actions requiring Fiduciary or Mandated Duties, actions requiring changes in the Budget, and proposals that would change a congregational strategic goal.



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Month	Focus
January	Elect "trustee" chair, covenant, roles/responsibilities, commissioning service for out-going and in-coming leadership board members during worship
February	Easter plans, statistical trends, facility improvement plans
March	Town hall meetings with feedback
April	Deep financial dive, stewardship campaign planning, serve together
May	Ensure policies, procedures, and guiding principles are up to date
June	Deep dive into goals to identify any needed shifts
July	Possible new pastor arrival, Town Hall
August	Final retreat preparations, staff evaluations completed by pastor, feedback from cottage meetings if a new pastor has been appointed
September	Strategic ministry planning retreat conducted, nominations working on discerning new leadership for upcoming year
October	Clergy evaluation, staff retreat, staff budget requests, clergy appreciation
November	Finalize budget, charge conference, new leader training
December	Vote of the church town hall, clergy consultation

Sample
Annual Rhythm
Reference Chart
for the
Leadership Board
(Adapt to your conference schedule)



Expanded Third Edition
Key Roles & Blake Bradford
Pages 169-182
Chart pg 181

Communication Matters

Church members often say that their churches “don’t communicate enough.” Simplifying the structure could exacerbate the situation if the leadership is not intentional about communications. Examples of communications include:

- Leadership Board reporting following every meeting
- Congregational conversations and feedback sessions
- Newsletter articles & digital communications
- Annual commissioning of leadership
- Individual conversations



Pages 183-188

Inviting Leaders to Serve, not Fill a Slot

RESOURCES

Leadership Board INTEREST FORM
Anytown United Methodist Church

First Name: _____ Last Name: _____
 Professional Phone Number: _____
 Preferred Email Address: _____

Please write a brief paragraph about your family & involvement (No longer than 3 full sentences).

Please share a little about your spiritual journey & where you are currently your passions about to ministry. Please mention any church congregational options that interest you.

Please share only you feel called to be a part of the Leadership Board in one brief paragraph (options: 3 full sentences).

Which words describe you best? Vision Traditional Vision Contemporary

Are you part of a family (parent/child or grandchild) that brings to the church? If yes, whom ever?
 Children Young Adults Children Choir Young Men
 Young Women College & Career Family Young Women's Group
 Other _____

Are you willing to serve a three-year term (January 2021 - December 2024)? Yes No
 If no, what length of time would you be willing to serve?

Please check this interest form completely and return to the church office at the address listed by email.

Resources for Mission Possible are by Blake and Key Williams. Book: Invitation to Faithful Ministry, 2015. Resources for the Church: 2012. Resources for the Church: 2012. Resources for the Church: 2012. Resources for the Church: 2012.

RESOURCES

R-7: Sample Nominations Interview Questions

Thank you for your interest in offering yourself to serve in ministry on the Leadership Board. One time together will help the congregation to understand your leadership. Development members better discuss the most helpful steps in contextualizing the needs of the church's ministries to those who have offered themselves for consideration to serve.

1. Could you describe your church life in where you have God in working with you currently as a ministerial design?
2. How are you currently being faithful to your membership covenant through your prayer, discipleship, gifts, etc. in the church?
3. What is the life that brings you the greatest joy that you are being called into church leadership in the season of your life?
4. What insights you most about the possibility of serving on the Leadership Board and why?
5. What concerns or fears you most about the possibility of serving on the Leadership Board? What?
6. As you know, the church does make the decisions on how to implement the simplified, accountable structure. What is your understanding of what implementation of the structure would mean for you and the church?
7. The Leadership Board has a big responsibility to lead the church in its mission of sharing the gospel. There is often a lot of questions and concerns that we receive. How do you feel about the idea of how decisions are made, and right or how will you feel if the Leadership Board is a decision that you do not personally agree with? (Include an opportunity if you are able to support the decision both publicly and privately) How will you do that?

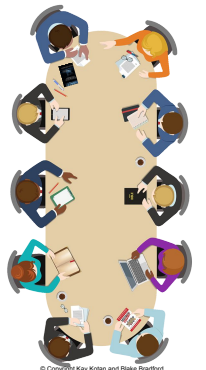
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TABLE TIME

What shifts
(technical/practical and adaptive)
would need to occur to live
fully into the simplified,
accountable structure?



Common SAS Challenges

Best Practices to Eliminate SAS Gaps

Accountability

- Communication
- Developing and enforcing the Leadership Covenant
- Holding one another accountable at all levels
- Preparation or use of the “Packet”
- Unified voice
- Confidentiality
- Governance Mode
- Shift from congregant to leader
- Coaching investment

Adaptive Change

- Communication
- Agenda
- Compatible Room Set Up
- Strategic Ministry Planning followed by Staff/Ministry Team Leaders Retreat
- Move from reporting & maintenance and into generative & strategic priorities
- Using Work Teams

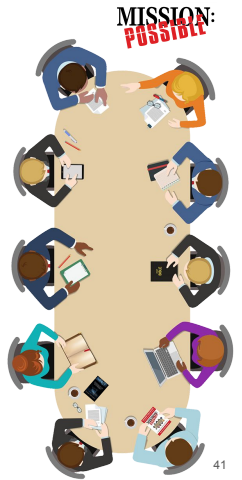
Leadership

- Communication
- Hard conversations
- Eliminate pastor over or under leading
- Regular Town Hall Meetings
- Developing and enforcing Guiding Principles
- Leadership Selection
- BOD Issues: term limits, relatives, separate nominations
- Establish forward thinking rhythms
- On-going SAS training



What might be my next steps which I could begin today?

- ✓ Begin practicing the principles of **Adaptive** and **Accountable Leadership**
- ✓ Start and begin using a **Building Maintenance Ministry Team** to create a new culture for your church & Trustees
- ✓ Use the **Packet** and a new **Agenda** in board meetings



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K & B2



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Questions & Thoughts

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