

## **Board Meeting Guest Policy & Procedure**

The WSUU board of Trustees is a small group ministry within the congregation. We are tasked with the governance of the congregation while simultaneously nurturing our own and each other's spiritual development. We co create a space that is challenging and loving, holding Ourselves accountable and moving forward with justice and equity at the center of our work.

We recognize that our work involves and impacts our entire community. We are welcoming of input and feedback from the congregation at large, which includes having non board members at our meetings. We acknowledge that when we meet we have a finite amount of time at our meeting and tasks we are charged to accomplish

We acknowledge harms have occurred in our community when non board members have attended board meetings in the past. We have created this policy to provide a framework when non board members choose to join as a way to care for our community while we do the work we are charged with.

- We will provide this guest policy for you to read and/or provide it to you in advance.
- When you attend a board meeting, you are welcomed and acknowledged, we will ask you to share your name and pronouns.
- Outside the context of agenda items that you have been invited to discuss as a speaker, community members attending board meetings are primarily there in an observation role, and we request that you not actively participate in discussions.
- If you have an issue that you would like to address with the board, please contact a board member, so creating space for discussion in the agenda can be considered.
- While attending a board meeting, there may be things discussed that board members are not able to provide adequate context for during the meeting, and there may be discussions or material that elicits strong or negative feelings for you.
- Occasionally the board may need to go into “executive session” for discussion of sensitive or confidential topics. When in executive session, all guests and staff will be asked to leave. We will try to time to avoid disruptions.
- If you feel harmed during a meeting, you are invited to signal this harm with a visual sign, a comment in the chat, or verbally.
- Depending on your own preference and comfort level, you are welcome to briefly tell the board how you were affected. The board will acknowledge your sharing, if you choose to share, and go back to the scheduled meeting agenda.
- A board member will follow-up with you, and you will also be invited by the minister to receive follow-up pastoral care.

We are grateful for those in our community who hold and share space with us. Thank you for joining us as we work.