Nominating Committee

Mission
Nominating Committee’s mission and structure is determined by the UUFA bylaws. “The Nominating Committee presents a slate of candidates for officers, Board members, and one new Nominating Committee member at the annual meeting. The committee will announce its selections at least two weeks prior to the annual meeting.”

Our Work
In addition to providing a slate of candidates for the annual meeting, the nominating committee also provides slates for other elected positions, such as a Ministerial Search Committee, when requested by the board. The nominating committee may also be asked for nominations for vacant positions, except for the Youth Representative to the Board. Insofar as is possible, the Nominating Committee seeks to make the best use of the talents and leadership skills present in the UUFA and to assure that its membership and the membership of other elected positions represent the diverse membership of the congregation as a whole.

Committee Structure and Responsibilities of Members
The committee consists of five members; three elected to staggered three-year terms by the congregation at the annual meeting and two appointed to staggered two-year terms by the Board of Directors before the annual meeting. Terms for the newly elected members begin with the new fiscal year. By the end of the fiscal year, members will choose the next chair from among the three continuing Nominating Committee members. Members of the Nominating Committee may serve up to two consecutive terms. In the event of a vacancy on the committee, the Board will appoint a new member; this person will serve until the end of the fiscal year. The duties of the Chair of the Nominating Committee include

- Convening the five members after the two new members have taken office, but preferably no later than March of each year.
- If the board has neglected to appoint a new committee member from the congregation, it shall be the duty of the chair to remind the president of this task.
- Presiding over committee meetings, to see that tasks are appropriately assigned, and to assure that appropriate contact is maintained between the committee and the Fellowship’s lay and professional leadership.
- Conveying the recommendations of the nominating committee to the board, and preparing a written report to be included in the Annual Report produced prior to the annual meeting.

The duties of the Nominating committee members include

- Recruiting new leaders for the Fellowship, and for that purpose to become familiar with the demands and requirements of the positions for which they are recruiting.
- Keeping a committee notebook current and to pass it on to incoming committee members.