

September 2, 2024

To: Prospective UIL Trustee Candidates

From: The Nominating Committee

Thank you for expressing interest in serving on the Board of Trustees for Unity in Lynnwood!

An understanding of, and commitment to, Unity thought and practice is one understandable expectation of all leaders at UIL. To that end, please note that the successful completion of Unity Prayer and one prosperity class are requirements for service on UIL's Board of Trustees. These requirements must be completed within the 12 months following election. A UIL Bylaws and Roberts Rules overview is a requirement of service as well. Your application indicates both your understanding and acceptance of these requirements.

As you prayerfully consider serving, please know that your current Trustees seek others who are eager to join them in the following commitments:

- Holding a high watch for the entire UIL community (members, non-members, staff including Wee Care Academy, and all we encounter);
- Developing strong, Spirit-centered one-on-one working relationships with each individual Trustee and with our Spiritual Director, both in and apart from Board meetings;
- Maintaining a playful sense of humor (seriously);
- Attending monthly Board meetings, 1-3 hours each;
- Contributing to the highest and best of the entire **UIL** community by setting aside any smaller agendas in favor of modeling a Spirit-led, inclusive gathering of souls committed to high-integrity, vision-driven, thoughtful, respectful and heartfelt communication, in service to a higher good for all;
- Reporting on any specific areas of responsibility;
- Prayerfully considering and contributing to well-informed policy decisions;
- Attending special Board meetings as needed, in addition to retreats;
- Fulfilling special functions as necessary;
- Being present and wearing nametags most Sundays;
- Responding promptly (within two business days) to email requests from the Spiritual Director (usually weekly) and to business emails from fellow Trustees;
- Participating in visioning, meditations, services, classes, and events as reasonably possible;
- Supporting fundraising events such as the annual auction;
- And attending and/or reporting to members at the Annual Business Meeting.

And from pertinent sections of the Bylaws:

(c) **Prayer.** It is important that in addition to adhering to the normal procedures for legal functioning set forth in these by-laws, use good business practices that the Spiritual principles taught by Unity be utilized in the handling of decisions before the BOT. During the discussion of an item of business, any trustee may request time for prayer about the issue. Upon request, the Chairperson shall provide a period of prayer and silence.

(d) **Duties/Responsibilities.** As representatives of the membership, the trustees of the board shall:

- (1) Uphold the Spiritual purpose of this organization/ministry as stated in Section 1.02 (below) and use good business practices.
- (2) Uphold the highest interest of the membership in conducting the business of this organization/ministry.
- (3) Be conversant with these by-laws and established policies for the operation of the church.
- (4) Be faithful in attendance at services, board, and membership meetings of this ministry.
- (5) Make determination of the business needs of this organization/ministry and authorize payment of monies for those purposes.
- (6) Attend and actively participate in ongoing board education programs.
- (7) Consider other duties and issues brought to their attention by the minister, other trustees, or any member.
- (8) The BOT shall consist of the Minister and six Trustees elected from the active, eligible membership of Unity in Lynnwood.

The Board of Trustees has the sacred honor and profound responsibility of setting policy for the community and for oversight of the stability of the community. Unity in Lynnwood seeks to maintain a balanced set of skills and leadership of its Board of Trustees. In order to recommend someone whom you have identified as having the required abilities, please ask their permission, then complete this form and return it to the administrative office. You are welcome to nominate yourself!

PLEASE COMPLETE THE FOLLOWING

Name of Nominee:

Nominee's Email:

Nominee's Telephone:

Qualities and Strengths of this Nominee:

As our Board of Trustees may benefit from specific skills in any given year, please detail pertinent business/professional history.

Your Signature:

Dated:

Your Nominee's Signature:

Dated:

Your Email Address:

Your Telephone: