

Governance Taskforce Charter

The Governance Taskforce is an ad hoc advisory committee appointed by Horizon's Board of Trustees. This committee holds the responsibility of researching and advising the Board on the governance structure of the church, communication between constituent groups, and review of the church's bylaws. The committee is accountable to the Board, with the Board retaining the authority to make decisions regarding governance.

Organization

The Governance Taskforce shall consist of five voting members. All nominees must be voting members of Horizon. A member may be removed by the Board, according to the Bylaws regarding removal from a committee.

1. Governance Taskforce Chair - The committee Chair is chosen by the Board of Trustees and is a voting member of the committee.
2. At-Large Members - At-large members will be chosen by the committee Chair, and will have full voting rights.
3. Board Representative - The Board Representative is a voting member of the committee. They are also responsible for reporting Taskforce business to the Board at their meetings.
4. Administrative Staff – Horizon's office administrator or a volunteer will provide non-voting staff support to the Governance Taskforce.
5. Minister - The minister may attend Governance Taskforce meetings in a non-voting capacity; attendance is not required.

Taskforce Decisions

Decisions of the Governance Taskforce are highly encouraged to be made by consensus whenever possible. If consensus cannot be reached, the Governance Taskforce Chair may call for a vote. In the case of a vote, the decision will be reached by a majority vote. If there is not a majority, the Board will vote on the decision. Decisions made by the Governance Taskforce will be communicated to the Board of Trustees, and the Congregation, if appropriate, by the Board representative. The Board shall make any final decisions.

Duties

The Governance Taskforce shall meet on a regular basis as decided by the committee, and during the week prior to the monthly board meeting, when possible, to fulfill its duties, as follows:

1. Inventory the current organizational structure of the Congregation, including assessment of the efficacy of communication and collaboration between constituent groups
2. Review alternative organizational structures, weighing the merits, drawbacks, and potential difficulties with implementation

3. Review Horizon Bylaws to ensure that they reflect best practices and the current organizational structure of the Congregation
4. May recommend:
 - a. revisions to current organizational structure
 - b. process improvements for the Congregation
 - c. changes to the bylaws
 - d. need for a standing Governance Committee that meets after Taskforce concludes
 - e. additional tasks as directed by the Board

Authority and Responsibility

The Board of Trustees assigns the following authority and responsibility to the Governance Taskforce:

1. Inventory the current organizational structure of the Congregation. The Governance Taskforce, through its Board representative, will report monthly to the Board of Trustees on the state of the Taskforce's work. The taskforce will seek to understand the current processes, leaders, and how the business of the church is accomplished, and update existing documentation of church leadership rosters accordingly.
2. The committee has authority to discuss relevant church business with any and all membership, leadership, or staff groups within the scope of determining the efficacy of current processes.
3. Review alternative organizational structures. The Governance Taskforce may research, interview experts, or consider any required resources to evaluate alternative organizational structures which might suit the Congregation. Any recommendation to the Board must include the merits, drawbacks, and perceived potential difficulties with implementation of proposed changes.
4. Review Horizon Bylaws. The Governance Taskforce shall review the bylaws of the Congregation to ensure that they are reflective of the current organizational structure and general best practices. The committee may recommend updates to the bylaws, including any proposed changes to organizational structure.
5. Establish need for a standing Governance Committee. The Governance Taskforce will assess the scope of work required, and make recommendations to the Board of Trustees regarding whether or not an ongoing committee is necessary to review governance or other aspects of church organization, such as the bylaws, on a regular basis.

Accountability

1. The Board representative, with input from the Governance Taskforce, will provide a monthly report on Taskforce activities to the Board of Trustees at their Board Meeting.
2. The Governance Taskforce is accountable to all policies approved by the Board and all direction provided by the Board, including
 - a. produce and maintain all necessary procedures to fulfill these responsibilities,

- b. produce and provide minutes of each committee meeting to the Board if asked.
3. The Governance Taskforce will strive to complete all required work by the end of the 2024-2025 church year.
 4. The Governance Taskforce will not have a specific budget but may request resources from the Board if they feel it is required.