

## Ideal Committee Functions at UUFEC

- a. Regularly scheduled meetings, announced to the entire fellowship, at least quarterly
- b. Observance of democratic process in all decision making
- c. Brief reports of committee activity sent to the Board
- d. Regular turnover of the chair position every ~1-3 years
- e. The Board suggested that the committee might also keep attendance records.

These guidelines are only “Ideal” and may not be able to be obtained in all situations, but it is what we would like our committees to strive for.

Approved by UUFEC Board of Trustees

11/26/2018