St. Paul's Board of Directors

Revised 11-28-23

Board Policy	By-laws	Responsibility of												
		Board of Directors	**Jan**	**Feb**	**Mar**	**Apr**	**May**	**Jun**	**Jul**	**Aug**	**Sep**	**Oct**	**Nov**	**Dec**
2.3.1.1		Regular meetings at least quarterly	Jan		Mar		May		Jul		Sep		Nov	
2.3.4.3		Monitoring fiscal soundness	Jan		Mar		May		Jul		Sep		Nov	
2.8.2.1		Appoint Financial Review Committee (Chair responsibility)								Aug				
2.3.4.4		Ensure completion of annual financial review											Nov	
2.3.4.5	6.1.D	Approve annual budget					May							
2.3.4.6	6.1.J	Approve Annual Compensation Plan					May							
2.4 / 2.5	6.1.L	Voters' meeting, Election of Directors, Budget approval						Jun						
2.6		Board of Directors self review	Jan											
4.7		Board conducts Sr. Pastor annual performance review, including interviews of direct reports			Mar									
	6.1.B	Oversight, modify as needed vision, strategies, policies and long range plans for the church									Sep			
2.8.2.3.	6.1.H	Appoint Nominating Committee (Chair responsibility)		Feb										
2.8.2.2.	6.1.H	Appoint Governance Committee (Chair responsibility)							Jul					
4.7	6.1.H	Appoint Sr. Pastor Review Committee (Chair responsibility)			Mar									
2.8.2.5.		Appoint Endowment Fund Committee (Chair responsibility)												
2.2.4.	6.1.S	Provide Board candidate/member familiarization					May							
5.2.4.3		Approve Tuition Assistance Endowment distribution			Mar									
2.2.15.1.		Annually disclose conflicts of interest							Jul					
		Senior Pastor	**Jan**	**Feb**	**Mar**	**Apr**	**May**	**Jun**	**Jul**	**Aug**	**Sep**	**Oct**	**Nov**	**Dec**
3.2.8.		Update Board on any deficiencies identified in Annual Financial Review	Jan											
3.2.9.		Ensure attendance of Senior Business Manager at BOD meeting					May		Jul					
3.3.1.		Annual staff reviews and evaluations							Jul					
3.2.1./4.2.7.		Present budget to Board for approval					May							
3.5.1		Crisis management plan review											Nov	
3.7.2		Present Elder nominations to Board					May							
3.7.4.		Meet with Elders	Jan		Mar		May				Sep	Oct	Nov	
3.8.2.		Present Principal's Advisory Council nominations to Board					May							
3.8.4		Principal to meet with Advisory Council		Feb	Mar	Apr		Jun			Sep	Oct		
4.3.2.		Report actions and plans to the Board	Jan		Mar		May		Jul		Sep		Nov	
4.6.1		Report to Board progress achieved toward critical targets	Jan		Mar		May		Jul		Sep		Nov	
4.6.4		Ensure attendance of Principal at BOD meeting					May						Nov	
4.7.1.1		Senior Pastor submits self-review to Board		Feb										
3.3.7.		Report to Board any staff promotions, resignations, firings, retirements or leaves of absence	Jan		Mar		May		Jul		Sep		Nov	
		Financial Review Committee	**Jan**	**Feb**	**Mar**	**Apr**	**May**	**Jun**	**Jul**	**Aug**	**Sep**	**Oct**	**Nov**	**Dec**
2.8.1.1/2.8.2.1.		Committee appointed by Board Chair								Aug				
2.3.4.4.		Committee submits final Financial Review report to Board											Nov	

		Endowment Fund Committee	**Jan**	**Feb**	**Mar**	**Apr**	**May**	**Jun**	**Jul**	**Aug**	**Sep**	**Oct**	**Nov**	**Dec**
2.10.5.		Committee to provide quarterly investment review to BOD	Jan			Apr			Jul				Nov	
2.8.2.5.	10.2.C	Present undesignated endowment fund distribution recommendations to Board for approval					May							
	10.2.C	Present undesignated endowment fund distribution recommendations to Voters' assembly						Jun						
	10.3.A	Provide a written financial report of all Endowment Funds to Voters' assembly						Jun						
2.8.2.5./5.2.4.3.		Present recommendation to Board for annual distribution of Tuition Assistance Endowment Funds			Mar									
		Governance Committee	**Jan**	**Feb**	**Mar**	**Apr**	**May**	**Jun**	**Jul**	**Aug**	**Sep**	**Oct**	**Nov**	**Dec**
2.8.2.2	6.1.T	Periodic Review Constitution and Bylaws	Jan			Apr			July			Oct		