

## **Strategic & Long-Range Planning Committee Charter**

Date: 11/1/23

Responsible to: Governance

Committee Co-Chairs: Kristina Heinemann & Steve Burby

Committee Members: (minimum of 3 people)  
(Kristina Heinemann, Steve Burby and Valerie Scopaz)

Subcommittees/Members: There are no sub-committees currently.

Current Teams:

**Archives**

The Strategic Long Range Planning Committee is charged with the key responsibilities below.

Key Responsibilities of Committee:

1. To coordinate the development of a 5-year strategic plan for the Unitarian Universalist Fellowship of Huntington (2024 – 2030.)
2. Congregational data and information gathering, collection and analysis. Information gathering could include surveying the congregation and holding congregational/ small group discussion/ cottage meetings.
3. Identify external factors, local organizations and beyond, that will/ may influence UUFH's strategic focus.
4. Timelines: Information gathering should be in cooperation with the Ministerial Search committee, and its search process, and continue after a new minister has been called.
5. The committee members to reach out to the CER program contact to identify Strategic Planning resources as well as convening UUFH resources.
6. Review the UUFH mission/ vision statements with the congregation (Spring 2024.)
7. With the key committee chairs create a “starter list” of annual goals and objectives, and determine what resources are needed to accomplish the goals.
8. In addition, and as appropriate, the Committee will provide guidance, oversight, and support to any subcommittees and/or teams created under the Committee to help them meet their primary responsibilities.

Limitations on Authority/Approvals Required:

1. Monthly reports to the Board of Trustees on progress. Presentation of the Strategic Plan to the Congregation at the April 2025 Annual Meeting.
2. The BOT will set an annual budget for all Strategic Planning events.

The Chairs of the following Committees/People to Coordinate with: The Board of Trustees, the minister (interim and newly settled minister,) the Stewardship committee, the Finance committee, the Building and Grounds committee, the Membership committee, the Worship committee, the Religious Education committee, the Social Justice Committee, congregation members and current and past UUFH leaders.

Other:

Board approval   X  , Date 11/21/2023