

2018-19 CHARTER

Section A: Name

1. What is the name of your group?

Crossroads Meals Ministry Team

Section B: Purpose

1. What is the purpose of your group?

The purpose of our group is to serve a nutritious, hot meal every Monday to people in need on the Eastside.

2. How is your work related to one or more of our Unitarian Universalist Seven Principles? They are listed in the Overview Section above.

Crossroad Meals Program demonstrates a belief in the first UU Principle—the worth and dignity of every person, no matter their current circumstance in life. It also brings greater justice, equity, and compassion to those in need, which related to the second UU Principle.

3. How does your group connect with East Shore's Mission and Vision? Please see the Mission listed in the Overview Section above. The full Vision based on the Mission can be found at www.esuc.org under Governance and Bylaws.

We practice love by providing food to those in need, we explore spirituality by giving of our time and energy on a regular basis throughout the year, we build community by working together as a group and reaching out to support others in our community, and we promote justice by supplying a basic need to those who are currently not able to do so, which may help them build a stronger foundation on which to take advantage of other opportunities to better their lives.

4. In order to intentionally live our mission in our daily team work, a set of Right Relations guidelines is recommended for all Committees and Teams. Do you have an agreed upon set of guidelines? If not, please develop one this year. The Right Relations Committee will assist you as needed.

Currently no Right Relations guidelines or background in this area. The group has been successfully doing this ministry for the past 25 years.

5. What relationship does your group have, if any, to the 2018/19 Ends? Ends are East Shore's goals.

Crossroad Meals is related to Goal 4 bullet 1-- Becoming a hub of earth and social justice ministry teams and affiliated outside organizations. The team cooks the meals at the East Shore Kitchen and coordinates in outreach with Crossroads Meals.

6. What are your group's specific goals for the next year? What impact do you expect from your efforts? If an activity is listed, what result do you expect from it? How will you evaluate the impact of your efforts?

To provide nutritious hot meals the first Monday of every month excluding holidays at Crossroads to people who are in need.

The impact will be improved nutrition and a better life for those in need locally. This will be as a part of an overall effort by other groups that serve meals on other nights of the month.

We will measure our goal by a calendar of dates and meals served. We will evaluate our impacts by assessing the frequency and nutrition of the meals provided throughout the year.

Section C: Group Structure, Leadership & Decision-Making

1. Where does your group fit into East Shore's organizational structure – as a Board Committee, Ministry Team or Core Team? Who is your staff liaison or partner?

As a ministry team working with the Earth and Social Justice Coordinating Council and the Minister. Our ESJCC liaison is Jenny Hall.

2. What are the minimum and maximum number of participants? To ensure community representation, no fewer than five members is recommended. If you have fewer than five members, please explain. Who are your current team members? Please include all those who help on a fairly regular basis.

Currently there are 3 co-chairs and 10-15 other members who help. This is about the right size group to accomplish the task. Additional members could be incorporated with a greater distribution of the work.

Current members:

- Pam Monger
- Bob Lewis
- Shirley Reitel
- Leroy Smith

- Eveylyn Smith
- Carrie Bowman
- Dawn Dufford
- Pam Thomas
- Cheryl Cartwright
- Kirby Cartwright

3. What are the leadership roles and responsibilities within your group?

The current co-chairs, Pam Monger, Bob Lewis, and Shirley Reitel shop, organizes and solicit participation for the group.

4. How are leaders determined, and what are their term limits?

Co-chairs may volunteer or be asked from those who have been helpers. They are approved by a majority of the team. Their term limit is five years starting in July 2017. Co-chairs may stagger their terms to enhance consistency. They may return to co-chair after a lapse of one year out of leadership.

5. What, if any, are the term limits for your members?

None

6. How are decisions made in your group (consensus, majority vote, officers, super majority percent)? What quorum is needed? Is email vote allowed?

The co-chairs make decisions jointly by consensus, or if needed by majority vote in person or email.

7. How are records kept and passed on for your group?

The group does not meet outside their monthly cooking times, but during that time the members discuss what is needed. Leaders have any written or contact information needed and pass it on to the next leaders.

8. How are members recruited and oriented to your team?

We have a table at the Social Justice Faire, welcoming volunteers. Also the Membership Development Manager informs us if someone wants to join, and we call or email them. The co-chairs or other members orient the new members by explaining and initially doing the tasks together.

9. What, if any, qualifications are required for membership or leadership?

All church members are welcome to help, no qualifications are necessary except for an interest in helping accomplish the purpose of this group and an ability to do the food prep and serving tasks required.

10. How does your group communicate and collaborate with the larger East Shore community?

We have a table at the Earth and Social Justice (ESJ) Faire and participate in the All ESJ Team Get-togethers and Celebrations. We occasionally use the church communications to inform the congregation about us. We are in the ESJ brochure and eventually will have a presence on the church website through the ESJ Coordinating Council. We may connect with the P-Patch team and garden for excess produce for meals.

11. What one person on your team is authorized to approve communications publicized by Staff? Who is the designated back up person?

Any of the three co-chairs

12. What types of decisions is your group authorized to make?

Decisions about the purchasing, preparing, and serving of the meals.

13. What kinds of recommendations, if any, does your group make and to whom (Board, Minister, Staff, congregation)?

Our group normally does not make recommendations but may make recommendations or requests to staff about operational procedures that impact the group's ability to complete its purpose.

14. Does your group plan to sponsor any outside groups to use the church facilities? If so, please see Board Policy 1.16a and the Staff Procedures for Sponsorship of outside groups.

N/A

15. What is the expectation for longevity of the group and the plan, if any, for disbanding the group?

We have been serving the meals for over 20 years. Other churches volunteer for the other days of the month. Members are happy to continue this mission for East Shore and do not have any plans to disband the group.

Section D: Finances

1. Will your group present a budget proposal to the Budget Team next year?

Yes, we require approximately \$120-150 per month for food purchase to feed 50-60 people. If there are holidays on the first Mondays, we may not use our whole budget.

2. If the Operating Fund is unable to grant the full amount of your budget request, will the group reduce its expenses or do its own fundraising?

We do not plan to do fund raising. We would have to cut back on the meals or not do the ministry.

3. If your group plans to do fundraising, please describe how it will go about this. If you plan to solicit donations, use the following wording: "Your donation goes to East Shore's operating funds which supports (name of your team) and other programs."

N/A

4. What kind of decision process exists for how money is used?

Co-chairs determine how to use the money to purchase the food needed, using the same decision-making process described earlier in this charter.

5. Which one person on your team is authorized to approve team expenses? Who is the designated back up person?

Any of the three co-chairs.

6. Does your group have the need for a Prudent Reserve (funds set aside to hedge against a contractual liability)? If so, how much and what for?

No