

Living Hope Christian Church Policy

Title: Board Chairman Policy

Policy Number: GO.2

Date: April 24, 2021

Approved By: Board

Purpose: The purpose of this policy is to define the roles and responsibilities of the Board-Chair

Scope: This policy applies to Board-Chair

Policy: The Board-Chair ensures to uphold the mission of Living Hope Christian Church.

A. Responsibilities:

1. Provides leadership to the board of directors in the governance of the church as a charity organization.
2. Chairs the regular board meeting and the annual general meeting.
3. Initiates the setting of the goals and objectives to develop a one-year board agenda.
4. Serves as the signing authority for legal and tax matters of the corporation.
5. Works hand in hand with the senior pastor in supporting the church's ministry.
6. The board chair serves as an official representative between the board and the office of the elders and meets as needed to hear concerns.

B. Qualifications

In addition to the qualifications of a board member (see policy GO.1) and of Vice-Chair (see policy GO.3). The person in this office fulfills certain qualifications and requirements:

1. Has been a church member for at least five (5) years.
2. Has been a member of the board for at least two (2) years.

C. Key Skills

In addition to skills sought in all board members, the Board Chair ideally exercises skills specific to this office:

1. Excellence in leadership skills.
2. Ability to work with the board to set governance goals for a year.
3. Ability to encourage participation by all members in meetings.
4. Addresses conflict in a productive and helpful manner.

D. Appointment Process:

1. After the Annual General Meeting, the Vice-Chair to serve as the Board Chair (see policy GO.3).
2. Board Chair's term of office is limited to one year (see policy GO.1).

E. Vacancy:

If a vacancy arises on the Board Chair due to resignation or removal, the board may appoint a replacement among the board members.