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## **Policy 8.1 Communications Committee**

### **Purpose**

*The purpose of the Communications Committee is to support and reflect the vision and goals for UUFC as determined by the Board of Trustees and the congregation. It will accomplish this purpose by providing support and direction to subcommittees that are created to implement and manage major forms of UUFC communication with the congregation and/or the greater community. The forms of communication that fall under the jurisdiction of the Communications Committee will be assigned by the Board of Trustees or proposed by the Committee.*

### **Organization**

*The Communications Committee reports to the Board of Trustees. It shall consist of a core group of individuals: the Chair, approved by the Board of Trustees; and two to three additional members, appointed by the Chair.*

*Subcommittee chairs will be appointed by the Communications Committee. Each subcommittee of the Communications Committee will consist of one or more people who will be responsible for a single form of communication. Subcommittees of the Communications Committee may include, but will not necessarily be limited to, the UUFC newsletter, UUFC website, UUFC member/friend e-mailing list, and print media.*

*Committee meetings will be scheduled by the Chair. Subcommittee chairs will be invited to these meetings at their request or at the invitation of the Committee.*

### **Responsibilities**

- *Ensure that the subcommittees portray a professional and aesthetic image of UUFC and reflect UUA principles and UUFC mission and goals.*
- *Review and approve, or revise if required, the visions of the communications subcommittees.*
- *Meet with subcommittees to discuss their areas of responsibility. In these meetings the Committee may, for example, serve as a sounding board or review and approve proposed innovations.*
- *Actively support and advocate the work of the subcommittees.*
- *Receive, review, and resolve problems or criticisms of the work of the subcommittees.*

This policy approved by the Board of Trustees on

\_\_\_\_\_ 3/20/06 \_\_\_\_\_

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Russ Anderson, Board President