

# St. Matthew Mission Council

## Code of Conduct

Date: October, 2014

St. Matthew Best Practices for Group Process (to be reviewed every two years by Mission Council)

***“This is the work of the Church. All our conversation is framed within the context of the Spirit at work in our midst”***

1. Member equality: When the meeting is in session we leave our “badges” and “hats” at the door to become unique people working together.
2. Avoid “side conversations” during a meeting.
3. No one member has veto power.
4. Admit our foibles, we are self-aware and validate each others new ideas.
5. Process is as important as results. The group must like itself and its work.
6. New members are oriented to the role and function of Mission Council as a body providing leadership to the whole parish.
7. Members are educated in the why and how of our unique meeting style, e.g Robert’s Rules of Order, remembering that these are tools, not dictates.
8. Everyone arrives on-time both having prepared oneself and having helped prepare others.
9. Everyone speaks, listens and is mindful of how what one says may sound to others. Use “I” rather than “you” statements.
10. Votes on high-emotion items will be done by secret ballot.
11. After a vote, we are both humble in “victory” and gracious in “defeat”.
12. Each member has a duty to help the meeting stay on-track and address the Agenda at hand. E.g. “Mr/Ms. Chair, may I remind you people are speaking two and three times before everyone has had a chance to speak once?” “Sam, you and I should give the others a chance to speak if they wish.”
13. Each member models the behaviour they wish to see. If one wants to be heard, one must also listen.
14. Each meeting is summarized to check the group dynamics and the decisions made.
15. Confidentiality is expected by all members. Matters discussed in Mission Council are considered confidential and members are reminded that they are obligated to refrain from talking with others about issues pertaining to the work of the Council until information becomes public or if permission is granted.
16. Each MC member is also a Trustee which is a legal term which obligates each member to act with integrity or one might be saddled with son sequences that are unexpected. As a Trustee each member is legally responsible for the affairs of the parish.

