

TRIPPOINT RELATIONAL MINISTRY TEAM
CHARTER, POLICIES and PROCEDURES

MISSION:

The TriPoint Relational Ministry Team, hereafter called the Team, shall be ambassadors for Trinity Baptist Church at Tripoint and in so doing shall provide relational care and spiritual discernment of the needs of members of the community who come to the Tripoint Campus.

FUNCTIONS:

The duties of the Team shall include the following:

1. To greet and welcome members of the community encountered in the Lobby, Hub, Grantham Gathering Center, Grace Coffee Café and other facilities of the TriPoint Campus of Trinity Baptist Church (the “TriPoint Campus”).
2. To be knowledgeable about the TriPoint Campus, including the visual art displays in the Lobby, the amenities of the Hub, and events in the Grantham Gathering Center.
3. To be generally knowledgeable about the ministries of Trinity Baptist Church as one Church with three campuses.
4. To provide relational care and spiritual discernment of the needs of those members of the community who come to the TriPoint Campus.
5. Maintain a list of current volunteer and substitutes to serve as described above.

COMMITTEE PERFORMANCE:

As needed, but not less frequently than once a year, review and recommend changes to the Team policies and procedures and addendum (if applicable) for approval by the Church.

DURATION:

The Team shall continue in existence indefinitely until terminated by the Church body.

TEAM LEADER:

The Team Leader shall be nominated by the Ministry Matching Team and approved by the Church body . If the Team Leader is unable to attend a Team meeting, the Team Leader shall designate a vice chair of the Team to lead the meeting.

TEAM MEMBERSHIP:

To effectively carry out the mission of the team, it is recommended that the team have at least 15 members to serve on the team. The assigned staff liaison shall be a non-voting member.

MEETINGS: Meetings of the Team may be called at anytime by the Team Leader or any other two members. Notices of meetings shall be delivered to the Church office by the Team Leader or Team Members calling the meeting to be placed on the master church calendar at least five days prior to the meeting. A majority of the members of the Team shall constitute a quorum for the transaction of Team business. All Team meetings shall be open to Church members and invited guests, except for those matters which may require an executive session. Participation in Team deliberations, however, shall only be by invitation of the Team.

MINUTES & REPORTS:

The Team may designate a person to summarize the proceedings of the Team’s meetings. The records of the Team shall be delivered to the Church Business Administrator to be retained in accordance with the retention policy established by the Church. The Team Leader may authorize the creation and distribution of reports or position papers as appropriate.

EFFECTIVE DATE:

This Charter was approved by the Church to be effective _____,2009, and shall govern the operation of the Team hereafter.