

## Protocol for Submitting Agenda Items to Faith UMC OneBoard Meetings

There are two means by which agenda items may be submitted to the Faith UMC Spring OneBoard for inclusion in a future meeting. They are

1. Send email to [oneboard@faithumcspring.org](mailto:oneboard@faithumcspring.org) [monitored by OneBoard Chair and / or Vice-Chair]
  - This is the preferred method to submit agenda items
  - Include sufficient detail on the topic for OneBoard discussion
  - Provide contact information for follow-ups from OneBoard leadership for clarification and / or invitation to attend OneBoard meeting as needed
2. Contact church pastoral leadership (Senior Pastor or Associate Pastor) in-person
  - To be used ONLY for circumstances where written notification to OneBoard email is not appropriate (e.g., topics of a private or sensitive nature)
  - Pastoral leadership has discretion to pursue follow-ups as he / she deems necessary