Decision-making for Boards

The following guide is created to help boards and committees move beyond discussion and questions to the point of decision. The goal is a well thought-out and God-honouring decision.

1. Clarify the decision:

* Do I have all the information I need to consider this decision? Collect and disperse needed information to all involved in the decision-making process.
* Review all related information. (read, watch, listen, etc.)
* Does this decision have to be made right now, or can we wait a bit to pray and gather all pertinent information?
* Determine who will be affected by this decision, and how.

*\*If you have not reviewed the related information, you cannot contribute meaningfully to the discussion and may need to refrain from entering the discussion or participating in the vote.*

2. Write the motion:

* WRITE OUT THE QUESTION BEING DEBATED. Write out a motion that clearly defines the decision being made and asks for a “yes” or “no” answer. Either you vote for or against the motion.
* One person makes a motion: I move that \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.
* The chair calls for a seconder. If someone seconds the motion, you can go on and have the necessary discussion leading to a decision on that motion. If there is no seconder, then the motion does not stand and you move on to the next order of business.
* After walking through the steps below, the chair then calls the board to declare their “Yes” or “No” to the motion. A simple majority wins, yet you want to strive for a unanimous vote if at all possible.

*Good motions include:*

*-The precise decision being made.*

*-Any related deadlines.*

*-Who, if anyone, is responsible for the action in the motion.*

3. Biblically informed:

* Does Scripture say anything that speaks to this decision? Read appropriate scriptures.

4. Vision directed:

* How will our decision help move our Vision forward? Some decisions may not directly relate to the vision, but any that work against it should be avoided.

5. Guiding Documents:

* Guiding documents need to inform a board’s actions and decisions. These may not always need to be consulted but you need to be aware of them enough to make sure you only make decisions that uphold them and are consistent with them.
* Possible guiding documents:
	+ Bylaws
	+ Policies and Procedures
	+ Constitution
	+ Statement of Faith
	+ Job Descriptions
	+ Etc.

6. Prayer:

* Pray about decisions that are coming up prior to the meeting.
* Pray during the meeting. Ask God to speak to you through this whole process.
* Listen to God and ask Him to give you direction on how to vote on the issue.
* Pause for prayer before the decision is made.

7. Board unity:

* Discuss the issue together. And then decide together. Strive for unanimity. It should be a rare decision that gets passed by a vote where even one board member is opposed.
* The board speaks as one voice - Once the decision is made, whether you were in favor or not, you abide by and support the decision that was made.

8. Anything else to consider?

* Consider any other aspects of the decision.