

## CoCo Covenant

The purpose of the Coordinating Council is to determine what the congregation wants and facilitate its realization. Therefore, the members of the UUCH Coordinating Council agree to:

1. Attend meetings regularly (CoCo, COW, and retreats)
  - a. On time
  - b. Prepared
  - c. Setup done before meeting time
2. Become familiar with the CoCo member handbook, including the Articles of Association
3. Serve as needed on *ad hoc* committees of the CoCo
4. Be accessible whenever possible to members and friends of the congregation at coffee hour, fundraisers, and social events
5. Carry out necessary or assigned tasks between meetings
6. If representing a committee, act as a liaison between the CoCo and the committee represented
  - a. Provide monthly committee report to the CoCo
  - b. Provide monthly CoCo report to the committee represented
7. Participate in the annual review and update of CoCo documents and guidelines
8. Be mindful of the process and the goals of the meetings
  - a. Use consensus process, with the right to pass
  - b. Minimize crosstalk
  - c. Be respectful to each other
  - d. Listen actively
  - e. Assume commitment and positive intent
  - f. Limit jargon and explain acronyms
  - g. Pass committee work to committees whenever possible
  - h. Use "parking lot" technique
    - i. Record "off topic" issues and return to it later in the meeting
9. Respect the confidentiality of personal information
  - a. Identify confidential information
  - b. Ask for permission to share confidential information outside of the CoCo
10. Accept responsibility for creating the culture we seek
  - a. Model appropriate behavior
  - b. Make positive statements
  - c. Be friendly