

**First Parish Brewster Unitarian Universalist Policy**

**Policy Title:** Urgent Decision Making Policy

**Policy Number:** 4.10

**Purpose:** To describe who is authorized to make decisions when there is a critical safety issue.

**Revisions:** New

**Board Review Date:** 12/14/2021

**Congregations' Review Period:** 1/21/2022 – 2/21/2022

**Effective Date:** 2/21/2021

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**POLICY STATEMENT**

Describes who is authorized to make decisions in an urgent situation, involving a critical safety issue that needs to be resolved in less than three days (for example, expenditures to resolve safety issues that cannot wait for full board approval).

**PROCEDURES**

In the case of an urgent situation, when decisions need to be made quickly, the Board President and the Senior Minister, together, are authorized to take any action necessary in the name of the Board of Trustees. If either party is unavailable, a member of the leadership of the Board of Trustees will substitute in this order: Past President, President-Elect, Clerk and Treasurer. Once the decision has been made, the Board of Trustees will be notified in a timely fashion. Expenditures made based on this policy shall be deemed Board approved. The Board may subsequently modify or terminate such approval of expenditures, to the extent that the approved funds have not been fully spent.

**GUIDELINES**

No guidelines are recommended at this time

**STANDARDS**

No standards are recommended at this time

**DEFINITIONS**

No definitions are recommended at this time