

## **ELIOT INSTITUTE BOARD MANUAL**

### **ELIOT INSTITUTE MISSION-VISION STATEMENT**

[Adopted September 2001]

Eliot Institute creates and supports an inclusive community of celebration, friendship, exploration, relaxation and joy for Unitarian Universalists, their families and friends.

#### **Principles**

We embrace the principles of the Unitarian Universalist Association to affirm and promote

- The inherent worth and dignity of every person;
- Justice, equity, and compassion in human relations;
- Acceptance of one another and encouragement to spiritual growth in our congregations;
- A free and responsible search for truth and meaning;
- The right of conscience and the use of the democratic process within our congregations and in society at large;
- The goal of world community with peace, liberty and justice for all;
- Respect for the interdependent web of all existence of which we are a part.

#### **Values expressed in action**

1. We welcome people of all ages, from infants to elders, and build meaningful connections across generations.
2. We welcome newcomers as well as old friends.
3. We appreciate each other's unique attributes and embrace diversity.
4. We encourage people to connect and grow through volunteering and to share their strengths and interests.
5. We appreciate those who give to the community, including the Board, staff, and volunteers.
6. We experiment in new realms of understanding and expression.
7. We value and foster leadership from among our participants.
8. We encourage economic diversity by providing financial assistance.
9. We provide speakers and other high quality programs.
10. We explore religious, social and global concerns in small group discussion.
11. We share our stories, play together, and come together in worship.
12. We encourage truthful and respectful communication, and face conflict constructively and conscientiously.
13. We honor each other's worth and dignity through gracious words and actions.
14. We balance the need for a safe community with personal freedom.
15. We respect the facilities and property where we meet and support the people who host our conferences.
16. We renew our bodies and spirits in the shelter of Nature and quiet meditation.
17. We sing, laugh, play, dance, celebrate, feast, and worship.
18. We take the wisdom and energy we have gained back to our home communities.
19. We move toward the future with creative change, and honor our past through treasured traditions.

#### **Structure**

The Directors of the Eliot Institute Board are elected volunteers. The Board is responsible for planning and directing the conferences, for providing organizational and financial management, and for fulfilling the mission and upholding the values of Eliot Institute.

The Administrative Staff is employed by the Board to carry out the Administrative functions of the organization. Staff members uphold Eliot Institute's mission and values.

#### **Organizational Goals**

- ☞ To build a strong organization with dedicated leadership.
- ☞ To nurture and mentor new leaders and to offer meaningful volunteer opportunities.
- ☞ To develop an enduring, shared vision.
- ☞ To maintain effective communication and feedback, clear understanding of our mission, and positive conflict resolution.
- ☞ To protect leaders, staff and volunteers from unfair criticism, overload and liability.
- ☞ To encourage the evolution of Eliot Institute.

