

MUSIC COMMITTEE CHARTER
(Effective Date: September 20, 1994)

I. NAME OF COMMITTEE: Music Committee

II. GUIDING RATIONALE:

Music is an important part of every worship service because it is a unique language for the expression of religious experiences. The hearing of good music can be a religious experience for individuals and the participation in making music together can be a source of bonding for the Congregation.

III. PURPOSE OF THE COMMITTEE:

The Music Committee is responsible for providing inspiring, high quality music for the Sunday services and other congregational gatherings. A related mission is to stimulate the Congregation's interest and participation in the musical traditions of the Unitarian Universalist Church and in other religious traditions.

IV. MEMBERSHIP, APPOINTMENTS, AND TERMS OF SERVICE:

The committee consists of a chair, a co-chair, and five to ten members. It reports to the Coordinating Council. The chair and co-chair are appointed by the Council to serve for a two-year staggered term of office; they are selected preferably from the committee membership, but could come from the Congregation at the Council's discretion. The members of the committee serve for a two-year term, and are selected from the Congregation with the assistance of the Volunteer Placement Committee. The chair is a member of the Coordinating Council and the Music Committee sends a representative to the Worship Services Committee. The Committee appoints a person to plan the music and select volunteer musicians for the services at which the Choir does not sing.

V. FREQUENCY OF MEETINGS: At least five times a year, with special meetings for planning special events and for handling issues as they arise.

VI. SPECIFIC TASKS AND REPORTING SCHEDULE;

To carry out these functions, the Committee performs the following tasks:

- A. Recommends to the Board the persons to fill the positions of Choir Director and Pianist, typically by forming a search sub-committee.
- B. Writes the contract for these staff positions and ensures they are signed by the people selected and the Board President.
- C. Arranges for the payment of these people.
- D. Evaluates their performance at the end of the fiscal year in December and draws up a contract for the following year.
- E. Ensures that the music is coordinated with the other parts of the service.

- F. Aids the Council in setting up the annual Church calendar.
- G. Ensures that music is planned and provided for the weekly services when the Choir does not sing.
- H. Ensures that the Church Secretary is informed about the musical selections in time to be included in the "order of service."
- I. Prepares an annual report to the Congregation.
- J. Implements, as appropriate, the suggestions of the Congregation and other staff members for improvements in the musical activities of the Church.
- K. Ensures that the Church is represented at the local MUUSICA and, where feasible, the national UUMN Unitarian Universalist musical organizations and participates in their activities.
- L. Keeps a current list of candidates for Choir Director, Pianist, and other musicians who could perform for services or special events.

VII. RESOURCES: The MUUSICA and the UUMN organizations.