

## **PEOPLE DISRUPTIVE TO MEETINGS, COMMITTEES, AND ORGANIZATIONS**

We, the members and friends of \_\_\_\_\_ are a caring community where mutual respect prevails. We believe in the democratic process in human relations. Each committee/organization is encouraged to agree to and adopt ground rules for meetings/events. When some participants in these meetings/events do not follow the rules, a policy is needed. Therefore, the five-step process has been proposed to deal with problems of unacceptable behavior.

1. Disruptive behavior does not need to be tolerated by a committee/organization. When it occurs, a member of the committee leadership should draw the disruptive person aside and state that the behavior is unacceptable.
2. If there is a second complaint about the behavior, a formal letter will be written by the appropriate leader to the person, stating that the behavior needs to be corrected, with copies to the ombudsman and to the president of the congregation. The letter should state that if the individual chooses to do so, he/she may request a mediation of the dispute in a written letter to the ombudsman.
3. The ombudsman will read the letter and discuss the issue with the Mediation Committee and assign a member of the committee or the Board to resolve the problem. The ombudsman will provide regular updates to the board as the process moves along.
4. If, after making all reasonable attempts and consulting with the ombudsman, the problem is unresolved, the leadership of the complaining committee/organization should request the Board's permission to deny access to the committee/organization's meetings and activities.
5. If, in time, the person reconsiders and wishes to reenter the group, he/she may meet with leadership of the committee/organization to request reentry, subject to Board approval.

### **NOTE:**

In some situations immediate action is warranted and should be taken. It is appropriate to call the police to remove a person exhibiting violent or threatening behavior. In addition, the five steps may be accelerated if the behavior is threatening.

Regarding the rights of individuals who feel threatened by the behavior of other individuals: no heretofore stated policy applies to an individual, on the premises, who feels threatened and calls the police on his/her own behalf.

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### **ARTICLE: MEDIATION COMMITTEE**

Purposes and responsibilities.

- The Mediation Committee is responsible to Voting Members of the congregation.
- The primary function of the Mediation Committee is to receive confidential oral and/or written information, suggestions, or grievances from members or friends of the congregation concerning their relationship with some part of the congregational community. The Mediation Committee may become involved when a particular policy, procedure, or action arises to be or be perceived as threatening or disruptive to an individual or group.
- The Mediation Committee shall function as a communications link between individuals and groups within the congregation, diminishing no individual's or group's responsibility, acting in an investigative or advisory capacity and informally promoting communication and understanding, along with candid presentation of the facts and tolerant cooperation with our democratic framework.
- Committee Membership shall consist of four to six Voting Members of the congregation who are knowledgeable and experienced in congregational affairs. The Committee will vote on member as the Ombudsman.
- Mediation Committee members shall be elected at the Annual Membership Meeting in the same manner as officers of the congregation. The term of membership is three years, with not more than two vacancies occurring each year. Vacancies occurring between Annual Membership Meetings shall be filled by appointment of a qualified person by the Board and voted on at the next Annual Membership Meeting.