

# **Proposed UUA Bylaw Rules for Resignation Process**

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## **Summary**

The UUA Board of Trustees would like to clarify how and when leaders in the Association can resign. Since a resignation triggers a vacancy and allows the Board to fill the vacancy, it is important to be clear when a resignation is in effect. While the existing bylaws include language about resignations for trustees and for officers (Moderator, President, Secretary, Treasurer, etc.), they do not define how other committee members can resign. Additionally, there is ambiguity about how the Moderator resigns.

All current sections related to vacancies and resignations are listed below. Proposed bylaw rules for the Board's consideration are included beneath the related sections. The proposed text is based on the existing resignation bylaws for trustees and officers, but takes a "plain language" approach to make the rule clear.

## **Article V – Committees of the Association**

*Section 5.5. Vacancies. A vacancy created by the death, disqualification, resignation, or removal of an elected or appointed member of a standing committee of the Association shall be filled by majority vote of the Board of Trustees. An individual appointed to fill a vacancy in an elected position shall serve until the vacancy is filled by regular or special election. An individual appointed to fill a vacancy in an appointed position shall serve for the balance of the unexpired term, and until a successor is appointed and qualified. An elected member of a standing committee of the Association in office for more than one-half of a full term shall be deemed to have completed a full term for the purposes of re-election.*

### **Proposed Rule 5.5.1**

A member of a committee of the Association may resign at any time by giving written notice to the Moderator. This resignation will take effect at the time specified in the written notice. If no effective time is specified, the resignation will take effect immediately when it is received.

## **Article VI – Board of Trustees**

*Section 6.7. Resignation and Removal of Trustees.*

*A trustee may at any time resign by giving written notice to the Board of Trustees. Such resignation shall take effect at the time specified therein, or, if no time is specified, then on delivery. A trustee may be removed by a three-fourths vote of the entire Board at a*

*meeting at which not less than three-fourths of the entire Board is present if in the opinion of the Board such trustee is incapacitated or unable to carry out the duties of the office or otherwise for good cause.*

## **Article VII – Committees of the Board of Trustees**

*Section 7.4. Vacancies.*

*A vacancy on any committee of the Board among members appointed by the Board of Trustees shall be filled by it.*

### **Proposed Rule 7.4.1**

A member of a committee of the Board of Trustees may resign at any time by giving written notice to the Moderator. This resignation will take effect at the time specified in the written notice. If no effective time is specified, the resignation will take effect immediately when it is received.

## **Article VIII – Officers of the Association**

*Section 8.6. Resignation*

*An officer may resign at any time by giving written notice to the Moderator, who shall immediately forward copies to the Board of Trustees. Any such resignation shall take effect at the time specified therein, or, if no time is specified, then upon delivery.*

### **Proposed Rule 8.6.1**

The Moderator may resign at any time by giving written notice to the Secretary. This resignation will take effect at the time specified in the written notice. If no effective time is specified, the resignation will take effect immediately when it is received.