

UNITARIAN UNIVERSALIST ASSOCIATION BYLAWS AND RULES

as amended through

JULY 1, 2014

Hard copy of these Bylaws
and Rules available from
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UUA BYLAWS

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¹ **ARTICLE I Name**

³⁰⁵ **Section C-1.1. Name.**

3 The name of this Association shall be Unitarian Universalist
4 Association. It is the successor to the American Unitarian
5 Association, which was founded in 1825 and incorporated in 1847,
6 and the Universalist Church of America, which was founded in 1793
7 and incorporated in 1866.

¹⁸⁸ **ARTICLE II Principles and Purposes**

³¹⁵ **Section C-2.1. Principles.**

10 We, the member congregations of the Unitarian Universalist
11 Association, covenant to affirm and promote
12 The inherent worth and dignity of every person;
13 Justice, equity and compassion in human relations;
14 Acceptance of one another and encouragement to spiritual
15 growth
16 A free and responsible search for truth and meaning;
17 The right of conscience and the use of the democratic process
18 within our congregations and in society at large;
19 The goal of world community with peace, liberty and justice for
20 all;
21 Respect for the interdependent web of all existence of which we
22 are a part.
23 The living tradition which we share draws from many sources:
24 Direct experience of that transcending mystery and wonder,
25 affirmed in all cultures, which moves us to a renewal of the spirit
26 and an openness to the forces which create and uphold life;
27 Words and deeds of prophetic women and men which challenge
28 us to confront powers and structures of evil with justice,
29 compassion and the transforming power of love;
30 Wisdom from the world's religions which inspires us in our
31 ethical
32 and spiritual life;
33 Jewish and Christian teachings which call us to respond to
34 God's
35 love by loving our neighbors as ourselves;
36 Humanist teachings which counsel us to heed the guidance of
37 reason and the results of science, and warn us against idolatries
38 of the mind and spirit;
39 Spiritual teachings of Earth-centered traditions which celebrate
40 the sacred circle of life and instruct us to live in harmony with the
41 rhythms of nature.
42 Grateful for the religious pluralism which enriches and ennobles
43 our
44 faith, we are inspired to deepen our understanding and expand
45 our
46 vision. As free congregations we enter into this covenant,
47 promising to one another our mutual trust and support.

³²⁵ **Section C-2.2. Purposes.**

44 The Unitarian Universalist Association shall devote its resources
45 to
46 and exercise its corporate powers for religious, educational and
47 humanitarian purposes. The primary purpose of the Association is
48 to serve the needs of its member congregations, organize new
49 congregations, extend and strengthen Unitarian Universalist
50 institutions and implement its principles.

³³⁵ **Section C-2.3. Inclusion.**

51 Systems of power, privilege, and oppression have traditionally
52 created barriers for persons and groups with particular identities,

53 ages, abilities, and histories. We pledge to replace such barriers
54 with ever-widening circles of solidarity and mutual respect. We
55 strive to be an association of congregations that truly welcome all
56 persons and commit to structuring congregational and
57 associational
58 life in ways that empower and enhance everyone's participation.

³⁴⁵ **Section C-2.4. Freedom of Belief.**

59 Nothing herein shall be deemed to infringe upon the individual
60 freedom of belief which is inherent in the Universalist and
61 Unitarian
62 heritages or to conflict with any statement of purpose, covenant, or
63 bond of union used by any congregation unless such is used as a
64 creedal test.

²⁶ **ARTICLE III Membership**

³⁵⁸ **Section C-3.1. Member Congregations.**

66 The Unitarian Universalist Association is a voluntary association of
67 autonomous, self-governing member congregations, which have
68 freely chosen to pursue common goals together.

³⁶⁵ **Section C-3.2. Congregational Polity.**

70 Nothing in these Bylaws shall be construed as infringing upon the
71 congregational polity or internal self-government of member
72 congregations, including the exclusive right of each such
73 congregation to call and ordain its own minister or ministers, and
74 to

75 control its own property and funds. Any action by a member
76 congregation called for by these Bylaws shall be deemed to have
77 been taken if certified by an authorized officer of the congregation
78 as having been duly and regularly taken in accordance with its
79 own

80 procedures and the laws which govern it.

³⁷⁵ **Section C-3.3. Admission to Membership.**

81 A congregation becomes a member upon acceptance by the
82 Board
83 of Trustees of the Association of its written application for
84 membership in which it subscribes to the principles of and pledges
85 to support the Association. The Board of Trustees shall adopt
86 rules
87 to carry out the intent of this Section.

³⁸⁵ **Section 3.4. Church of the Larger Fellowship.**

86 The Church of the Larger Fellowship, Unitarian Universalist, shall
87 be a member congregation-which is not considered to be located
88 in
89 any particular district or region.

³⁹⁵ **Section C-3.5. Certification of Membership.**

90 A member congregation shall be recognized as certified during the
91 fiscal year of the Association in which it becomes a member and
92 during each subsequent fiscal year in which it established that
93 during the immediately preceding fiscal year it:

94 (a) conducted regular religious services;
95 (b) held at least one business meeting of its members, elected its
96 own officers and maintained adequate records of
97 membership; and

98 (c) made a financial contribution to the Association.

99 Member congregations must furnish the Association with a report
100 of
101 their activities showing compliance with subsections (a) and (b)
102 above.

102 Compliance with subsection (c) above shall be determined by
103 appropriate financial records of the Association. A member
104 congregation shall also be considered to be certified for that part
105 of

106 any particular current fiscal year which precedes the deadline
107 established by the Board of Trustees for submitting proof of
108 compliance with subsections (a) and (b) above if during the next
109 preceding fiscal year such a congregation made a financial
110 contribution to the Association and filed the report required by
111 this

112 Section during that year.

113 A member congregation which has not been certified for three
114 consecutive fiscal years shall be deemed inactive and placed in
115 an

116 "inactive congregation" category.

117 The Board of Trustees shall make rules to carry out the intent of
118 this

119 Section and shall determine which member congregations meet
120 the

121 requirements set forth herein for any fiscal year of the
122 Association.

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⁴⁰⁸**Section C-3.6. Termination 117 of Membership.**

118 A member congregation upon written notification to the Association
119 may withdraw from the Association at any time. The Board of
120 Trustees may terminate the membership of any congregation
that,
121 pursuant to the provisions of Section C-3.5, has been placed in
an
122 "inactive congregation" category maintained by the Association
but

123 shall do so only after consultation with:

124 (a) the congregation in question, whenever possible; and
125 (b) the President of the district or region in which the
126 congregation is located or such other authorized official as
127 the district or region designates in writing to the Association.

⁴¹⁸**Section C-3.7. Associate Member Qualifications.**

129 The Board of Trustees may admit to associate membership in
the
130 Association any major organization whose membership or
131 constituency consists of individuals located throughout the
132 Association and whose purposes and programs it finds to be
133 auxiliary to and supportive of the principles of the Association
and
134 which pledges itself to support the Association. The Board of
135 Trustees may terminate such associate membership upon a
finding
136 that the organization no longer meets the foregoing
qualifications.

137 The Board of Trustees may adopt rules governing the
requirements

138 for admission to and retention of associate membership. An
139 associate member organization shall be recognized as certified
140 during the fiscal year in which it becomes a member, and during
141 each subsequent fiscal year if it has made a financial contribution
to

142 the Association during the immediately preceding fiscal year. The
143 Association shall neither exercise control over nor assume
144 responsibility for the programs, activities or finances of any
145 associate member.

⁴²⁶**Section C-3.8. Independent Affiliate Organizations.**

147 The Board of Trustees may admit to affiliated status those
148 independently constituted and operated organizations whose
149 purposes and intentions it finds to be in sympathy with the
principles
150 of the Association, and may terminate such status upon finding
that

151 the organization no longer meets the foregoing qualifications or is
152 not in compliance with the rules relating to such organizations.

The
153 status granted is that of independent affiliate. The Board of
154 Trustees shall adopt rules governing the requirements for
admission

155 to and retention of affiliated status. The requirements shall
include
156 financial support of the Association by payment of an annual
157 contribution. The Association shall neither exercise control over
nor

158 assume responsibility for the programs, activities, or finances of
any
159 independent affiliate.

⁴³⁸**Section C-3.9. Autonomy of Associate Member**

161 Organizations and Independent Affiliate

162 Organizations.

163 Nothing in these Bylaws shall be construed as infringing upon the
164 control of associate member organizations and independent
affiliate
165 organizations by their own membership.

⁴⁴⁸**Section C-3.10. Members of Member**

Congregations.

167 For the purposes of these Bylaws, a member of a member
168 congregation is any individual who pursuant to its procedures
has

169 full or partial voting rights at business meetings of the
congregation
170 and who is certified as such by an authorized officer of the
171 congregation.

³⁸**172 ARTICLE IV General Assembly**

⁴⁵⁸**173 Section C-4.1. Meetings of the Association.**

174 Each meeting of the Association for the conduct of business shall
175 be called a General Assembly.

⁴⁶⁸**176 Section C-4.2. Powers and Duties.**

177 General Assemblies shall make overall policy for carrying out the
178 purposes of the Association and shall direct and control its
affairs.

⁴⁷⁶**179 Section 4.3. Regular General Assembly.**

180 A regular General Assembly shall be held at such time during
each
181 fiscal year of the Association as the Board of Trustees shall
182 determine.

⁴⁸⁶**183 Section 4.4. Special General Assembly.**

184 A special General Assembly may be called by the Board of
185 Trustees at any time, and shall be called upon petition of not less
186 than fifty certified member congregations by action of the
governing

187 boards or their congregations. No more than twenty of the fifty
188 congregations may be from the same district or region.

⁴⁹⁶**189 Section 4.5. Place of Meeting.**

190 Each regular and special General Assembly shall be held at such
191 place in the United States or Canada as the Board of Trustees
shall

192 determine. Subject to procedures and guidelines adopted by the
193 Board of Trustees, delegates not physically present at General
194 Assembly may be deemed present in person to participate in and
195 vote at General Assembly by means of remote communication.

⁵⁰⁶**196 Section 4.6. Notice of Meetings.**

197 Notice of each regular and special General Assembly shall be
given
198 not less than sixty days before the date thereof in such form and
199 manner as the Board of Trustees shall determine. Such notice
shall

200 state the place, date, and hour of the meeting. Notice of each
201 special General Assembly shall indicate at whose direction it is
202 being called.

⁵¹⁶**203 Section C-4.7. Voting.**

204 Voting at each regular and special General Assembly shall be by
205 accredited delegates from certified member congregations,
certified

206 associate member organizations, and trustees.

207 Each delegate and trustee shall have only one vote, even if
present

208 in more than one capacity. Proxy voting is prohibited except
when

209 the amendment being processed is an amendment of the articles
of
210 organization.

⁵²⁶**211 Section 4.8. Delegates.**

212 (a) Member Delegates. Each certified member congregation is
213 entitled to be represented at each General Assembly by

214 delegates who are members of such congregation, selected
215 in accordance with its bylaws or procedures. The Church of
216 the Larger Fellowship is entitled to 22 such delegates. Other
217 certified member congregations are entitled to that number of

218 such delegates determined as follows: the number of
219 delegates of a certified member congregation shall be equal
220 to the number of members of the congregation divided by
221 fifty, plus one delegate for any fraction remaining, provided
222 that each certified member congregation shall be entitled to at
223 least two delegates.

224 Membership of Member

225 Member Congregation Delegates

226 1-100 2

227 101-150 3

228 151-200 4

229 201-250 5

230 251-300 6

231 301-350 7

232 351-400 8

233 401-450 9

234 451-500 10

235 Over 500 One for each additional 50

236 members or fraction thereof.

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The number of members 237 of a certified member congregation
238 which is a member of more than one denomination shall be
239 determined for the purposes of this Section either (i) by

240 dividing the number of members of the federated church by
241 the number of denominations included in the federation, or, at
242 the option of the federated church, (ii) by reporting the actual
243 number of members who identify themselves as Unitarian
244 Universalists.
245 (b) Minister Delegates and Religious Education Director
246 Delegates. Each certified member congregation is also
247 entitled to be represented at each General Assembly by the
248 ordained minister or ministers in ministerial fellowship with the
249 Association settled in such congregation, and by the director
250 or directors of religious education having achieved
251 Credentialed Religious Educator – Masters Level status by
252 the Association and employed in such congregation. In
253 addition, each certified member congregation is also entitled
254 to be represented at each General Assembly by any minister
255 emeritus or minister emerita of such congregation in
256 ministerial fellowship with the Association and by any director
257 of religious education emeritus or emerita having achieved
258 Credentialed Religious Educator – Masters Level status by
259 the Association designated as such by a vote at a meeting of
260 the member congregation not less than six months prior to
261 the General Assembly, provided that any such minister has
262 been settled previously in such congregation, and any such
263 director of religious education who has been previously
264 employed in such congregation.
265 (c) Associate Member Delegates. Each certified associate
266 member organization is entitled to be represented at each
267 General Assembly by two delegates who are members of a
268 certified congregation.
⁵³⁸269 ***Section C-4.9. Accreditation of Delegates.**
270 The Board of Trustees shall make rules for the accreditation of
271 delegates and voting procedures. Such rules may include the
272 requirements of payment of a registration fee, a travel fund fee,
or
273 both, in order to vote at a General Assembly, except that these
274 requirements shall not apply to the right to cast a ballot for any
275 elective position at large.
⁵⁴⁸276 **Section 4.10. Quorum.**
277 Not less than 300 accredited delegates representing not less
than
278 100 certified member congregations located in not less than 10
279 states or provinces shall constitute a quorum at any regular or
280 special General Assembly.
⁵⁵⁸281 **Section 4.11. Tentative Agenda for Regular General**
282 **Assemblies.**
283 The Board of Trustees shall prepare a Tentative Agenda for each
284 regular General Assembly which shall include:
285 (a) reports and other matters required by these Bylaws to be
286 submitted to the General Assembly;
287 (b) proposed amendments to these Bylaws which are submitted
288 as prescribed in Article XV, Section 15.2;
289 (c) items referred by the preceding General Assembly;
290 (d) Business Resolutions and proposed amendments to Bylaws
291 and Rules submitted by the Commission on Appraisal;
292 (e) all proposed amendments to Rules and all Business
293 Resolutions as defined in Rule G-4.18.2, submitted by:
294 (1) the Board of Trustees or the Executive Committee;
295 (2) not less than fifteen certified member congregations by
296 action of their governing boards or their congregations;
297 or
298 (3) a petition by not less than 250 members of certified
299 member congregations with no more than 10 members
300 of any one member congregation counted as part of the
301 250;
~~302 (f) proposed amendments to Rules and Business Resolutions~~
~~303 submitted by a district by official action at a duly called~~
~~304 meeting at which a quorum is present but not in excess of~~
~~305 three Business Resolutions per district; and~~
306 (g) Proposed Congregational Study/Action Issues submitted by
307 the Commission on Social Witness pursuant to Section
308 4.12(a).
309 Resolutions submitted under (d), (e)(2), (e)(3) and (f) must be
310 received by the Board of Trustees by February 1 whenever the
311 regular General Assembly opens in June. If the General
Assembly
312 opens in a month other than June, the Business Resolutions
313 submitted under (d), (e)(2), (e)(3) and (f) must be received no
later
314 than 110 days before the date set for the opening of that General

315 Assembly. The UUA Statements of Conscience process
deadlines
316 are established by Sections 4.12(a) and (c) and by the Board of
317 Trustees pursuant to Section 4.13 whenever one or more regular
318 General Assembly is scheduled to begin in a month other than
319 June. The Board of Trustees shall include on the Tentative
Agenda
320 all items so submitted. It may submit alternative versions of
321 Business Resolutions in addition to the original ones submitted if
in
322 its judgment such alternatives clarify the resolutions and may
make
323 such changes in the Business Resolutions as are necessary to
324 make each conform to a standard format. It may also submit one
or
325 more alternative versions for the purpose of combining two or
more
326 Business Resolutions. Adoption of Business Resolutions by a
327 General Assembly shall be by two-thirds vote. The Tentative
328 Agenda shall be mailed to each member congregation, associate
329 member organization and trustee by March 1 if the General
330 Assembly opens in June; otherwise, not less than 90 days before
331 the opening of the General Assembly.
⁵⁶⁸332 ***Section 4.12. UUA Statements of Conscience.**
333 The purpose of the Congregational Study/Action Process is to
provide
334 the member congregations of the Association with an opportunity
to
335 mobilize energy, ideas, and resources around a common issue.
The
336 end result will be a deeper understanding of our religious position
on
337 the issue, a clear statement of Association policy as expressed in
a
338 Statement of Conscience, and a greater capacity for the
339 congregations to take effective action. The process for adoption
of
340 UUA Statements of Conscience shall be as follows:
341 (a) First Cycle Year
342 (1) Each member congregation, ~~district~~, and sponsored
343 organization (as designated by the Board of Trustees),
344 may submit to the Commission on Social Witness by
345 October 1 in the year preceding a General Assembly one
346 proposed Congregational Study/Action Issue, such
347 proposed Congregational Study/Action Issue to be
348 approved at a duly called meeting of its members or its
349 governing board at which a quorum is present. This
350 commences the process of a four year UUA Statement of
351 Conscience cycle ("the Cycle"). A Cycle year ends at the
352 close of General Assembly.
353 (2) The Commission on Social Witness shall by November 1
354 of that year submit to the Board of Trustees for inclusion
355 on the Tentative Agenda of the regular General Assembly
356 not more than ten proposed Congregational Study/Action
357 Issues, each of which shall be based in whole or in part
358 on the issues submitted to it as described in the previous
359 subsection. The Commission on Social Witness shall
360 verify with the proposing congregation, ~~district~~, or
361 sponsored organization that the proposed Study/Action
362 Issue reflects the intent of the proposer prior to being
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included in the poll ballot. 363 The ten proposed
364 Congregational Study/Action Issues shall be included for
365 approval by the congregations on the Congregational Poll
366 ballot, such ballot to be available and congregations
367 notified of its availability by November 15 of the same
368 year. Congregational Poll ballots concerning the proposed
369 Congregational Study/Action Issue shall be due by
370 February 1 of the following year (the first Cycle year).
371 (3) For the proposed Congregational Study/Action Issue to be
372 placed on the Final Agenda of the General Assembly,
373 twenty-five percent (25%) of all certified congregations
374 must participate in the ballot vote concerning the
375 proposed Congregational Study/Action Issues.
376 (4) The proposed Congregational Study/Action Issue shall be
377 ranked in the order of the votes received in the
378 Congregational Poll. The Study/Action Issues receiving
379 the most votes (not to exceed five in number) shall be
380 submitted to the General Assembly as follows:

381 (i) Each of the Proposed Congregational Study/Action
382 Issues shall be presented to the General Assembly by
383 a delegate, and one such proposed Congregational
384 Study/Action Issue shall be referred for study by virtue
385 of having received the highest number of votes
386 among all proposed Congregational Study/Action
387 votes cast by the General Assembly; provided,
388 however, that if no proposed Congregational
389 Study/Action Issue receives a majority of the votes
390 cast, then a second vote shall be taken between the
391 two issues receiving the highest number of votes cast
392 in the initial election.
393 (ii) After one Congregational Study/Action Issue has
394 been referred for study in accordance with (i), above,
395 the UUA staff shall conduct a workshop to discuss
396 processes for study and action on the selected issue.
397 By November 1 following the General Assembly, the
398 UUA staff shall have developed a resource guide
399 pertaining to the Congregational Study/Action Issue
400 selected by the General Assembly. The resource
401 guide shall be made available and congregations
402 notified of its availability.
403 (5) If a UUA Statement of Conscience has been adopted in
404 the previous year, the regular meeting of the General
405 Assembly shall also conduct workshops on the
406 implementation of such UUA Statement of Conscience.
407 (6) If no proposed Congregation Study/Action Issues are on
408 the Final Agenda in the first Cycle year, or if no
409 Congregational Study/Action Issue is referred for study by
410 the General Assembly, then following the regular meeting
411 of the General Assembly, the Cycle shall begin again as
412 set forth in this subsection.
413 (b) Second Cycle Year
414 (1) Member congregations ~~and the districts~~ shall submit by
415 not later than March 1 of the second Cycle year
416 comments regarding the Congregational Study/Action
417 Issue and the related resource guide to the Commission
418 on Social Witness.
419 (2) During the meeting of the General Assembly in the
420 second Cycle year the Commission on Social Witness
421 shall conduct workshops on the Congregational
422 Study/Action Issue.
423 (c) Third Cycle Year
424 (1) Member congregations ~~and the districts~~ shall submit by
425 not later than March 1 of the third Cycle year comments
426 regarding the Congregational Study/Action Issue and the
427 related resource guide to the Commission on Social
428 Witness.
429 (2) During the General Assembly in the third Cycle year, the
430 Commission on Social Witness shall conduct workshops
431 on the Congregational Study/Action Issue. Following the
432 General Assembly, the Commission on Social Witness
433 shall then compose a draft UUA Statement of
434 Conscience.
435 (3) The draft UUA Statement of Conscience, a draft
436 Statement of Conscience congregational comment form,
437 and a ballot to place the draft UUA Statement of
438 Conscience on the Final Agenda shall be included in the
439 Congregational Poll, to be made available and
440 congregations notified of its availability by November 15,
441 following the General Assembly. Notice of the availability
442 of these items shall be given to the congregations.
443 Congregational Poll ballots and the congregational
444 comment forms concerning the draft UUA Statement of
445 Conscience shall be due by February 1 of the following
446 year (the fourth Cycle year).
447 (4) The Commission on Social Witness shall then prepare a
448 revised draft of the UUA Statement of Conscience taking
449 into consideration comments received by the member
450 congregations ~~and districts~~ and place this revised draft of
451 the UUA Statement of Conscience on the Final Agenda.
452 (5) For a draft UUA Statement of Conscience to be placed on
453 the Final Agenda of the General Assembly, twenty-five
454 percent (25%) of all certified congregations must
455 participate in the ballot vote concerning such draft UUA
456 Statement of Conscience.
457 (d) Fourth Cycle Year
458 (1) If the draft UUA Statement of Conscience is placed on the
459 Final Agenda for the next regular meeting of the General
460 Assembly, then the next General Assembly must debate

461 and vote on the proposed UUA Statement of Conscience.
462 Adoption of the UUA Statement of Conscience shall
463 require a two-thirds vote.
464 (2) If (i) the proposed UUA Statement of Conscience is not
465 placed on the Final Agenda for the next regular meeting of
466 the General Assembly; or (ii) the General Assembly
467 chooses, by a two-thirds vote, to refer the proposed UUA
468 Statement of Conscience to the Commission on Social
469 Witness for one additional year of study/action, then the
470 Commission on Social Witness shall continue the study
471 and revision of the proposed UUA Statement of
472 Conscience for one more year. The revised UUA
473 Statement of Conscience may be placed on the Final
474 Agenda for the next regular meeting of the General
475 Assembly pursuant to subsections (c)(3), (c)(4) and (c)(5)
476 above. If by the regular meeting of the General Assembly
477 following the additional year the Commission on Social
478 Witness has been unable to find support to generate an
479 acceptable UUA Statement of Conscience, the
480 Congregational Study/Action Issue may be placed on the
481 Final Agenda with a proposal to drop such Congregational
482 Study/Action Issue.
483 (3) Following the regular meeting of the General Assembly in
484 the fourth Cycle year, the Cycle shall begin again as set
485 forth in Section 4.12(a) above.
486 (e) The Cycle may begin again, as set forth in Section 4.12(a),
487 only
488 after the General Assembly in the second Cycle year of a
489 Congregational Study/Action Issue, and as provided in
490 Sections 4.12(a)(6) and 4.12(d)(3).

Section 4.13. Revision of 490 UUA Statements of 491 Conscience Process Schedule.

492 If the Board of Trustees votes to schedule one or more regular
493 General Assemblies to begin in a month other than June, the
494 Board
495 of Trustees shall forthwith revise the UUA Statements of
496 Conscience process schedule set forth in Section 4.12
497 accordingly
498 and shall immediately notify the member congregations, ~~the
499 districts~~
500 and the Commission on Social Witness of the revised schedule
501 in
502 writing.

500 Section 4.14. Final Agenda for Regular General 501 Assemblies.

502 The Board of Trustees shall prepare a Final Agenda for each
503 General Assembly which shall include:
504 (a) all reports and other matters required by these Bylaws to be
505 submitted to the General Assembly and all proposed
506 amendments to Bylaws and Rules appearing on the Tentative
507 Agenda that meet the requirements of Rule G-4.18.3;
508 (b) those Business Resolutions, including alternative versions, on
509 the Tentative Agenda which meet the requirements of Rule G-
510 4.18.3;
511 (c) Business Resolutions, amendments to Rules or Bylaws or
512 other items submitted by the Board of Trustees or the
513 Executive Committee, which did not originally appear on the
514 Tentative Agenda; provided, however, that any such items
515 appear on the Final Agenda accompanied by an explanation
516 for the delayed submission;
517 (d) additional proposed amendments to Bylaws submitted by the
518 Commission on Appraisal;
519 (e) those proposed Congregational Study/Action Issues on the
520 Tentative Agenda which meet the requirements of Rule G-
521 4.18.3, and if applicable pursuant to Section 4.12(a); and
522 (f) the UUA Statement of Conscience submitted by the
523 Commission on Social Witness pursuant to Section 4.12(c)
524 and (d), if applicable.
525 The Board of Trustees shall mail the Final Agenda to each
526 member
527 congregation, associate member organization and trustee not
528 less
529 than 30 days before the General Assembly.

528 Section 4.15. Agenda for Special General 529 Assemblies.

530 The Board of Trustees shall prepare the agenda for each special
531 General Assembly which shall include resolutions and proposed
532 amendments to Rules submitted by:

531 (a) the Board of Trustees;
532 (b) the petition, if any, which calls the special General Assembly;
533 or
534 (c) not less than 50 certified member congregations by action of
535 their governing boards or their congregations, with no more
536 than 20 of the 50 congregations from the same district **or region**.
537 The agenda shall be mailed to each member congregation,
538 associate member organization and trustee not less than 30 days
539 before the General Assembly.

⁶⁰⁶540 ***Section 4.16. Additions to the Agenda of Regular**
541 **General Assemblies.**

542 (a) Non-substantive items related to greetings and similar
543 matters
544 may be admitted to the agenda by a regular General
545 Assembly.
546 (b) Prior to 2013, there will be no General Assembly Actions of
547 Immediate Witness on the agenda.
548 (c) (1) A General Assembly Action of Immediate Witness is
549 one concerned with a significant action, event or
550 development, the timing or specificity of which makes it
551 inappropriate to be addressed by a UUA Statement of
552 Conscience pursuant to the Study/Action process.
553 (2) Beginning with General Assembly 2013, no more than
554 three General Assembly Actions of Immediate Witness
555 may be admitted to the agenda of a regular General
556 Assembly.

557 (3) A petition to admit an Action of Immediate Witness to
558 the agenda must be submitted by a delegate and
559 signed by 150 delegates from at least 25 congregations
560 in at least five districts **or regions**. If six petitions or fewer are
561 received, all petitions received that have the requisite
562 level of delegate and congregation support are eligible
563 to be considered for possible admission to the agenda.
564 In the event more than six petitions are submitted that
565 satisfy the sponsorship requirement, the Commission
566 on Social Witness shall select six from among those
567 which meet the criteria for a General Assembly Action
568 of Immediate Witness, and shall submit those six
569 actions to the agenda of the General Assembly for
570 possible admission. The Commission on Social Witness
571 shall prepare summaries of no more than six petitions
572 and present those summaries to the General Assembly
573 for a vote to rank the petitions in order of delegate
574 support. The three petitions receiving the most votes
575 are eligible for admission to the agenda. If there are
576 submitted three or fewer petitions meeting the criteria
577 for a General Assembly Action of Immediate Witness,
578 each of the petitions is eligible for admission to the
579 agenda.

580 (4) The motion to admit each General Assembly Action of
581 Immediate Witness ruled eligible is not debatable, but
582 an opportunity for a two-minute statement of advocacy
583 to the General Assembly for each eligible action by one
584 of its sponsors prior to any such motion shall be
585 provided. Admission of a General Assembly Action of
586 Immediate Witness shall be by a two-thirds vote.

587 (5) During the General Assembly, a mini-assembly shall be
588 held during which each admitted action shall be
589 discussed and amendments shall be accepted in
590 writing. All such amendments shall be made available
591 in writing to the General Assembly. The Commission on
592 Social Witness shall finalize each General Assembly
593 Action of Immediate Witness, and the chairperson of
594 the Commission on Social Witness, in consultation with
595 the moderator of the General Assembly, the
596 parliamentarian, and legal counsel, shall prioritize
597 unincorporated amendments for consideration by the
598 General Assembly.

599 (6) Adoption of a General Assembly Action of Immediate
600 Witness shall be by a two-thirds vote.

601 (7) Actions submitted pursuant to this Section 4.16(c) must
602 be in writing and filed with the Chair of the Commission
603 on Social Witness or the Commission's designee by the
604 deadline established by the Commission and
605 announced at the opening session of the General
606 Assembly.

607 (d) Responsive Resolutions may be admitted to the agenda of a
608 regular General Assembly and acted upon.

609 (1) A Responsive Resolution is a resolution made in
610 response to a substantive portion of a report by an

610 officer or committee reporting to a regular General
611 Assembly.
612 (2) Adoption of a Responsive Resolution shall be by two-thirds
613 vote.

Section 4.17. Items Admitted to Special General 614 Assembly Agenda.

615 Except for non-substantive items related to greetings and similar
616 matters, no item not on the agenda for a Special General
617 Assembly
618 shall be admitted to the agenda of that Assembly.
⁶¹⁹619 ***Section 4.18. Agenda Rules.**
620 General Assemblies shall adopt rules relating to the agenda.
⁶²¹621 ***Section 4.19. Rules of Procedure.**
622 Rules of procedure for the conduct of the meeting shall be
623 adopted
624 at each General Assembly.

ARTICLE V Committees of the Association 625 Section 5.1. Committees of the Association.

626 The standing committees of the Association shall be:
627 (a) the Nominating Committee;
628 (b) the Presidential Search Committee;
629 (c) the General Assembly Planning Committee;
630 (d) the Commission on Appraisal;
631 (e) the Commission on Social Witness; and
632 (f) the Board of Review.
633 The President shall be a member, without vote, of the General
634 Assembly Planning Committee, the Commission on Appraisal,
635 and
636 the Commission on Social Witness.

⁶³⁶636 **Section 5.2. Election and Appointment.**

637 (a) Elected members. Elected members of all standing
638 committees of the Association shall take office at the close of
639 the General Assembly at which they are elected and shall
640 serve until their successors are elected and qualified, except
641 as otherwise provided herein.
642 (b) Appointed members. The terms of any appointed members
643 of standing committees of the Association shall begin at the
644 close of the regular General Assembly in odd-numbered
645 years. The Board of Trustees shall make each appointment
646 no later than 120 days after the beginning of the term.
647 Appointed members shall take office upon the effective date
648 of their appointments and shall serve until their successors
649 are appointed and qualified, except as otherwise provided
650 herein.

⁶⁵¹651 **Section 5.3. Qualifications of Committee Members.**

652 To serve as a member of a standing committee of the
653 Association,
654 a person must be a member of a member congregation. No
655 member of a standing committee of the Association, except a
656 member serving ex officio, may, during the term of office, serve
657 as a
658 trustee or officer of, or hold any salaried position in, the
659 Association.

⁶⁷⁵675 **Section 5.4. Removal of Committee Member.**

658 An elected member of a standing committee of the Association
659 may
660 be removed by a three-fourths vote of the Board of Trustees at a
661 meeting at which not less than three-fourths of the Board is
662 present,
663 if in the opinion of the Board the member is incapacitated or
664 unable
665 to carry out the duties of the office or otherwise for good cause.
666 An
667 appointed member of a standing committee of the Association
668 may
669 be removed at will by a majority vote of the Board of Trustees.

⁶⁸⁸688 **Section 5.5. Vacancies.**

666 A vacancy created by the death, disqualification, resignation, or
667 removal of an elected or appointed member of a standing
668 committee of the Association shall be filled by majority vote of the
669 Board of Trustees. An individual appointed to fill a vacancy in an
670 elected position shall serve until the vacancy is filled by regular
671 or
672 special election. An individual appointed to fill a vacancy in an
673 appointed position shall serve for the balance of the unexpired
674 term,
675 and until a successor is appointed and qualified.
676 An elected member of a standing committee of the Association in

675 office for more than one-half of a full term shall be deemed to have
676 completed a full term for the purposes of re-election.
677 **Section 5.6. Nominating Committee.**
678 The Nominating Committee shall consist of nine members
679 elected
680 to terms of three years. One-third of the members shall be
681 elected
682 at the regular General Assembly held in each year. After serving
683 two terms in office, a member shall not be eligible for re-election
684 until after an interim of at least three years. The Nominating
685 Committee shall submit nominations for certain elective positions
686 of
687 the Association, as provided in Article IX.

688 **Section 5.7. Presidential Search Committee.**
689 The Presidential Search Committee shall consist of five elected
690 members and two members appointed by the Board of Trustees.
691 Each term shall be six years. The elected members shall be
692 elected
693 at the regular General Assembly held four years prior to the
694 expiration of a President's term. The terms of appointed
695 members
696 shall begin at the close of the regular General Assembly at which
697 members were elected. After serving a term in office, a member
698 shall not be eligible for re-election until after an interim of at least
699 six
700 years. The Committee shall nominate candidates for the office of
701 President, as provided in Section 9.5.

702 **Section 5.8. General Assembly Planning
Committee.**

703 The General Assembly Planning Committee shall consist of eight
704 elected members and two members appointed by the Board of
705 Trustees. The terms of elected members shall be four years and
706 the
707 terms of appointed members shall be two years. One-half of the
708 elected members shall be elected at the regular General
709 Assembly
710 held in each odd-numbered year. After serving two terms in
711 office,
712 an elected member shall not be eligible for re-election until after
713 an
714 interim of at least four years. The Committee shall be responsible
715 for arrangements for General Assembly and programs and
716 meetings to be held in connection therewith. It may establish
717 subcommittees of its members and may delegate part or all of its
718 powers to them.

719 **Section 5.9. Commission on Appraisal.**

720 The Commission on Appraisal shall consist of nine members
721 elected to terms of six years. One-third of the members shall be
722 elected at the regular General Assembly held in each odd⁷¹³
723 numbered year. After serving a term in office, a member shall not
724 be eligible for re-election until after an interim of at least six
725 years.

726 The Commission on Appraisal shall:
727 (a) review any function or activity of the Association which in its
728 judgment will benefit from an independent review and report
729 its conclusions to a regular General Assembly;
730 (b) study and suggest approaches to issues which may be of
731 concern to the Association; and
732 (c) report to a regular General Assembly at least once every four
733 years on the program and accomplishments of the
734 Association.

735 **Section 5.10. Commission on Social Witness.**

736 The Commission on Social Witness shall consist of three elected
737 members and two members appointed by the Board of Trustees.
738 Each term shall be four years. After serving two terms in office, a
739 member shall not be eligible for re-election until after an interim
740 of at
741 least four years. One member shall be appointed in each odd⁷³⁰
742 numbered year. In addition to any election required to fill a vacancy,
743 no fewer than one nor more than two members shall be elected
744 at the regular General Assembly held in each
745 odd-numbered year, as
746 is required to insure a full complement of elected members.
747 The duties of the Commission are described in Article IV.

748 **Section 5.11. Board of Review.**

749 (a) Members. The Board of Review shall consist of eight
750 members, as follows:
751 (1) Three members who are ministers, each of whom at the

752 time of election is in final ministerial fellowship with the
753 Association and has held such fellowship continuously
754 for the preceding seven years; and
755 (2) One member who is a Credentialed Religious
756 Educator – Master Level; and
757 (3) Four members who are not ministers or credentialed
758 religious educators, each of whom at the time of election
759 is a member of a certified member congregation and has
760 been a member of one or more such congregations for
761 not less than three years as an officer or a member of
762 the governing bodies of one or more such
763 congregations.

764 (b) Election and Term. Each term shall be eight years. At each
765 regular General Assembly held in an odd-numbered year
766 there shall be elected one person who is neither a minister
767 nor a credentialed religious educator. At each regular General
768 Assembly held in an odd-numbered year there shall be
769 elected either a minister, as described in subsection (a)(1),
770 above, or a Credentialed Religious Educator – Master Level
771 as described in section (a)(2) above. After serving a term in
772 office, a member shall not be eligible for re-election until after
773 an interim of at least eight years.

774 (c) Qualifications. No member of the Board of Review shall
775 during the term of office be a member of the Ministerial
776 Fellowship Committee or the Religious Education
777 Credentialing Committee.

778 (d) Removal. A member of the Board of Review may be
779 removed without hearing by the vote of six other members, or
780 as provided by Section 5.4.

781 (e) Duties. The duties of the Board of Review are described in
782 Articles XI and XII.

783 **Section 5.12. Additional Committees.**

784 Additional committees may be created by any General Assembly
785 by
786 adoption of a resolution which shall state the membership, terms,
787 qualification, method of selection, and duties thereof.

788 **Section 5.13. Presiding Officer.**

789 Each committee shall elect a presiding officer from among its
790 members at its first meeting following the regular General
791 Assembly
792 in each odd-numbered year. In the absence of such election the
793 Board of Trustees may designate a temporary presiding officer
794 from
795 among members of the committee.

796 **Section 5.14. Time and Place of Meetings.**

797 Each committee shall hold meetings at such times and places as
798 it
799 may determine.

800 **Section 5.15. Call and Notice of Meetings.**

801 Meetings of committees may be called by the presiding officer
802 and
803 shall be called by the presiding officer at the request of a majority
804 of
805 the members of the entire committee. Notice of committee
806 meetings shall be given in writing not less than ten nor more than
807 sixty days before the meeting and shall state the time and place
808 of
809 the meeting.⁷⁹

810 **Section 5.16. Transition Provision.**

811 Notwithstanding the provisions of Sections 5.2 and 5.6:
812 (a) Members of the Nominating Committee elected at the regular
813 General Assembly in 2013 shall be elected to three-year
814 terms.
815 (b) Members of the Nominating Committee elected prior to the
816 regular General Assembly in 2013 may serve their full six⁷⁹⁷
817 year terms.
818 (c) For elections at any regular General Assembly before 2018,
819 no person shall be eligible for nomination for a term on the
820 Nominating Committee that would result in more than six
821 years of continuous service.
822 (d) This transition provision shall automatically be deleted from
823 the bylaws following the regular General Assembly in 2017.

824 **ARTICLE VI Board of Trustees**

825 **Section C-6.1. Responsibility.**

826 The Board of Trustees shall conduct the affairs of the Association
827 and, subject to these Bylaws, shall carry out the Association's
828 policies and directives as provided by law.

829 **Section 6.2. Powers.**

830 The Board of Trustees shall act for the Association between

811 General Assemblies.

⁸²⁶812 **Section 6.3. Membership.**

813 The Board of Trustees shall consist of:

814 (a) the President, without vote, the Moderator and the Financial
815 Advisor; and

816 (b) eleven trustees elected at large.

⁸³⁸817 ***Section 6.4. Election of Trustees.**

818 (a) One-third, as nearly as possible, of the members of the Board
819 of Trustees shall be elected at each regular General
820 Assembly.

821 (b) The Board of Trustees shall assign a number to each trustee
822 position for the purposes of electing trustees.

⁸⁴⁸823 **Section 6.5. Term.**

824 Trustees shall take office immediately after the close of the
825 General

826 Assembly at which they are elected, and shall serve for terms of
827 three years and until their successors are elected and qualified.

Any

827 partial term of more than two years shall be considered a full
828 term

828 for purposes of this Section. No trustee may serve more than two
829 successive full terms. However, a trustee may at any time
830 become

830 one of the elected officers of the Association and serve as long in
831 that office as if such trustee had not previously been a trustee.
No

832 person who has served as an elected officer for a full term or as
833 a

833 trustee for two full terms shall thereafter be elected a trustee
834 without

834 an interim of at least three years.

⁸⁵⁸835 ***Section 6.6. Qualifications of Trustees.**

836 Each elected trustee shall be a member of a member
837 congregation.

837 A trustee who ceases to meet these qualifications shall be

838 disqualified and the office declared vacant. Not more than one
839 trustee shall be a member of the same member congregation. If
840 a

840 trustee becomes a member of a member congregation in which
841 another trustee is already a member, such trustee shall be

842 disqualified and the office declared vacant. The Board of
843 Trustees

843 shall adopt rules for the application of this Section to persons
844 holding membership in more than one member congregation.

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⁸⁶⁸854 **Section 6.7. Resignation and Removal of Trustees.**

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

850 at a meeting at which not less than three-fourths of the entire
851 Board

851 is present if in the opinion of the Board such trustee is
852 incapacitated

852 or unable to carry out the duties of the office or otherwise for
853 good

853 cause.

⁸⁷⁸854 **Section 6.8. Vacancies.**

855 A vacancy created by the death, disqualification, resignation, or
856 removal of a trustee shall be filled by majority vote of the
857 remaining

857 trustees. An individual appointed to fill a vacancy shall serve until
858 the vacancy is filled by regular or special election.

⁸⁸⁸859 **Section 6.9. Place of Meeting.**

860 The Board of Trustees shall hold its meetings at such places as
861 the

861 Board may determine.

⁸⁹⁸862 **Section 6.10. Regular Meetings.**

863 Regular meetings of the Board of Trustees shall be held at such
864 times as the Board may determine. No fewer than three regular

865 meetings of the Board shall be held during each fiscal year of the
866 Association.

⁹⁰⁸867 **Section 6.11. Special Meetings.**

868 Special meetings of the Board of Trustees may be called by the
869 Moderator or President, and shall be called by the Moderator at the
870

870 request of eight trustees. Notice of special meetings shall be
871 given

871 in writing not less than five nor more than sixty days before the
872 meeting and shall state the agenda, time and place of the
873 meeting.

⁹¹⁸873 **Section 6.12. Waiver of Notice.**

874 Notice of a meeting need not be given to any trustee who
875 submits a

875 signed waiver of notice whether before or after the meeting, or
876 who

876 attends the meeting without protesting, prior thereto or at its
877 commencement, the lack of notice.

⁹²⁸878 **Section 6.13. Quorum.**

879 A majority plus one of the entire voting membership of the Board
880 of

880 Trustees shall constitute a quorum for the transaction of
881 business.

⁹³⁸881 **Section 6.14. Compensation.**

882 Except for the President, members of the Board of Trustees shall
883 not receive compensation for their services but shall be

884 reimbursed

884 as determined by the Board of Trustees for the expenses
885 reasonably incurred by them in the performance of their duties.

⁹⁴⁸886 **Section 6.15. Annual Report.**

887 The Secretary shall on behalf of the Board of Trustees present an
888

888 annual report of its activities to the member congregations and at
889 each regular General Assembly.

⁸⁸890 **ARTICLE VII Committees of the Board of Trustees**

⁹⁵⁸891 **Section 7.1. Committees of the Board of Trustees.**

892 The standing committees of the Board of Trustees shall be:

893 (a) the Executive Committee;

894 (b) the Ministerial Fellowship Committee;

895 (c) the Finance Committee;

896 (d) the Investment Committee;

897 (e) the Religious Education Credentialing Committee; and

898 (f) the Audit Committee.

899 The President shall be a member, without vote, of the Executive

900 Committee, the Finance Committee, and the Investment

901 Committee.

⁹⁶⁸902 **Section 7.2. Appointment and Term of Office.**

903 Except as otherwise provided, the terms of members of standing
904 committees of the Board of Trustees shall be two years

905 beginning at

905 the close of the regular General Assembly in odd-numbered
906 years.

906 Members shall be appointed no later than 120 days after the

907 beginning of the term. Members shall take office upon the
908 effective

908 date of their appointment and shall serve until their successors
909 are

909 appointed and qualified.

⁹⁷⁸910 **Section 7.3. Removal of Committee Member.**

911 Standing committee members appointed by the Board of
912 Trustees

912 serve at the pleasure of the Board and may be removed by it at
913 any

913 time.

⁹⁸⁸914 **Section 7.4. Vacancies.**

915 A vacancy on any committee of the Board among members

916 appointed by the Board of Trustees shall be filled by it.

⁹⁹⁸917 **Section 7.5. Executive Committee.**

918 The Executive Committee shall consist of the Moderator, the First
919

919 Vice Moderator, the Secretary, the Financial Advisor, and the
920 Chair

920 of the Finance Committee. The position on the committee
921 occupied

921 by the First Vice Moderator shall be filled by the Second Vice

922 Moderator at any meeting of the committee from which the First

923 Vice Moderator is absent or at which the First Vice Moderator is

924 presiding in the absence of the Moderator. The position on the
925 committee occupied by the Secretary shall be filled by the

926 Assistant

926 Secretary at any meeting of the committee from which the
927 Secretary

927 is absent. The Executive Committee shall conduct the current and
928 ordinary business of the Association between meetings of the
Board
929 of Trustees. If between meetings of the Board of Trustees,
matters
930 arise which (1) in the opinion of the Executive Committee are not
931 current and ordinary business but in the best interests of the
932 Association must nevertheless be acted upon, or (2) the
Executive
933 Committee has been authorized by the Board to be acted upon,
934 then the Executive Committee may act thereon for the Board of
935 Trustees, but only if four or more members vote the action.
^{1006B}936 **Section 7.6. Ministerial Fellowship Committee.**
937 The Ministerial Fellowship Committee shall consist of no fewer
than
938 fourteen members as follows:
939 (a) at least six members who are not ministers appointed by the
940 Board; and
941 (b) at least eight members who are ministers in final fellowship
942 with the Association, four appointed by the Unitarian
943 Universalist Ministers Association and the remainder by the
944 Board.
945 The committee shall have jurisdiction over ministerial fellowship
with
946 the Association as provided in Article XI hereof. The Board of
947 Trustees shall designate a person who is not a member of the
948 committee to be its Executive Secretary and keep its records.
^{1018B}949 **Section 7.7. Finance Committee.**
950 The Finance Committee shall consist of the Financial Advisor,
the
951 Treasurer, five trustees, and the Moderator without vote. The
duties
952 of the Finance Committee are set forth in Article X.
^{1022B}953 **Section 7.8. Investment Committee.**
954 The Investment Committee shall be the Investment Committee of
955 the Unitarian Universalist Common Endowment Fund LLC. The
956 duties of the Investment Committee are set forth in Article X.
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^{1038B}957 **Section 7.9. Additional Committees.**
958 The Board of Trustees may appoint additional committees to
serve
959 at its pleasure and shall determine the membership,
qualifications,
960 and duties thereof.
^{1044B}961 **Section 7.10. Presiding Officer.**
962 The Board of Trustees shall appoint one member of each
standing
963 committee of the Board to be its presiding officer.
^{1058B}964 **Section 7.11. Time and Place of Meetings.**
965 Each standing committee of the Board shall hold meetings at
such
966 times and places as it may determine.
^{1068B}967 **Section 7.12. Call and Notice of Meetings.**
968 Meetings of standing committees of the Board may be called by
the
969 presiding officer and shall be called by the presiding officer at the
970 request of a majority of the members of the entire committee.
971 Unless the Board of Trustees otherwise provides, notice of
972 meetings of each standing committee shall be given in such a
973 manner and within such time as the standing committee
974 determines.
^{1078B}975 **Section 7.13. Religious Education Credentialing**
Committee.
976 The Religious Education Credentialing Committee shall consist
of
977 seven members as follows:
978 (a) three members, none of whom is a parish minister, minister of
979 religious education, community minister, a credentialed
980 religious educator, or a director of religious education,
981 appointed by the Board;
982 (b) one member who is a parish minister or community minister,
983 appointed by the Board;
984 (c) one member who is a minister of religious education,
985 appointed by the Board;
986 (d) one member who is a Credentialed Religious Educator –
987 Master Level, appointed by the Board; and
988 (e) one member nominated by the Board of the Liberal Religious

990 Educators Association and appointed by the Board of
991 Trustees.
992 The Committee shall have jurisdiction over religious education
993 credentialing with the Association as provided in Article XII
thereof.
994 The Board of Trustees shall designate a person who is not a
995 member of the committee to be its Executive Secretary and keep
its
996 records.
^{1088B}997 **Section 7.14. Audit Committee.**
998 The Audit Committee shall consist of five members as follows:
999 (a) three persons appointed by the Board, none of whom are
1000 members of the Board or hold a salaried position with the
1001 Association;
1002 (b) the Financial Advisor; and
1003 (c) a member of the Finance Committee, who shall be
appointed
1004 by the Board.
1005 No member of the Audit Committee shall serve for more than
four
1006 terms on the Audit Committee.
1007 The duties of the Audit Committee are set forth in Article X.
⁷⁵1008 **ARTICLE VIII Officers of the Association**
^{1098B}1009 ***Section 8.1. Officers Enumerated.**
1010 (a) Elected Officers. The elected officers of the Association shall
1011 be a Moderator, a President, and a Financial Advisor.
1012 (b) Appointed Non-salaried Officers. The appointed non-¹⁰¹³
salaried officers of the Association shall include one or more
1014 Vice Moderators, a Secretary, and a Recording Secretary and
1015 may include such other officers as the Board of Trustees may
1016 appoint.
1017 (c) Appointed Salaried Officers. The appointed salaried officers
1018 of the Association shall include a Treasurer, and may include
1019 one or more vice presidents, assistant treasurers, and such
1020 other officers as the Board of Trustees may determine.
^{1108B}1021 **Section C-8.2. Control by Board of Trustees.**
1022 All officers shall be subject to the direction and control of the
Board
1023 of Trustees. All appointed officers shall be appointed by the
Board
1024 of Trustees and shall serve at its pleasure.
^{1118B}1025 **Section 8.3. Term of Office.**
1026 (a) Elected Officers. The elected officers shall be elected at a
1027 regular General Assembly and shall take office immediately
1028 after the close of such General Assembly.
1029 (1) President. The President shall serve for a term of six
1030 years and until his or her successor is elected and
1031 qualified. No President shall serve more than one term;
1032 and any partial term of more than two years served by
1033 reason of appointment and/or election to office pursuant
1034 to subsection 8.7(a) below shall be considered a full
1035 term for purposes of this subsection.
1036 (2) Moderator. The Moderator shall serve for a term of six
1037 years and until his or her successor is elected and
1038 qualified. No Moderator shall serve more than one term;
1039 and any partial term of more than two years served by
1040 reason of appointment and/or election to office pursuant
1041 to subsection 8.7(a) below shall be considered a full
1042 term for purposes of this subsection.
1043 (3) Financial Advisor. The Financial Advisor shall serve for
1044 a term of three years and until his or her successor is
1045 elected and qualified. No Financial Advisor shall serve
1046 more than two successive terms; and any partial term
1047 of more than two years served by reason of
1048 appointment and/or election to office pursuant to
1049 subsection 8.7(a) below shall be considered a full term
1050 for purposes of this subsection.
1051 (b) Appointed Non-salaried Officers. The appointed non-
salaried
1052 officers shall serve for one or more terms of two years and
1053 until their successors are appointed and qualified.
1054 (c) Transition Provision. The bylaw amendment changing the
1055 term of office of the President from four years to a single term
1056 of six years shall become effective for the election of the
1057 President at the regular General Assembly in 2017. The
1058 President elected at the regular General Assembly in 2013
1059 shall not be eligible for election in 2017. The first two
1060 sentences of this transition provision shall automatically be
1061 deleted from the bylaws following the regular General

1062 Assembly in 2017.

^{112B}1063 **Section 8.4. Qualification of Officers.**

1064 Each officer of the Association shall be a member of a member
1065 congregation. If an officer ceases to be a member of any

1066 congregation, such officer shall be disqualified and the office
1067 declared vacant.

^{113B}1068 **Section 8.5. Removal of Officers.**

1069 (a) Elected Officers. An elected officer may be removed by a
1070 three-fourths vote of the entire Board of Trustees at a meeting
1071 at which not less than three-fourths of the entire Board is
1072 present if in the opinion of the Board such officer is
1073 incapacitated or unable to carry out the duties of the office.

1074 The President may also be removed by such a vote of the
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Board if it determines that such 1075 removal is in the best
1076 interests of the Association.

1077 (b) Appointed Officers. An appointed officer may be removed by
1078 the Board of Trustees at any time.

^{114B}1079 **Section 8.6. Resignation.**

1080 An officer may resign at any time by giving written notice to the
1081 Moderator, who shall immediately forward copies to the Board of

1082 Trustees. Any such resignation shall take effect at the time
1083 specified therein, or, if no time is specified, then upon delivery.

^{115B}1084 **Section 8.7. Vacancies.**

1085 (a) Elected Officers. A vacancy created by the death,
1086 disqualification, resignation, or removal of an elected officer
1087 shall be filled by majority vote of the Board of Trustees. An
1088 individual appointed to fill a vacancy shall serve until the
1089 vacancy is filled by regular or special election.

1090 (b) Appointed Non-salaried Officers. A vacancy created by the
1091 death, disqualification, resignation, or removal of an
1092 appointed non-salaried officer may be filled by the Board of
1093 Trustees for the balance of the unexpired term.

^{116B}1094 **Section 8.8. Moderator.**

1095 The Moderator shall preside at General Assemblies and
meetings
1096 of the Board of Trustees and the Executive Committee. The
1097 Moderator shall represent the Association on special occasions
and

1098 shall assist in promoting its welfare. The Moderator shall serve
as

1099 Chief Governance Officer of the Association.

^{117B}1100 **Section 8.9. President.**

1101 The President shall be the chief executive officer of the
Association.

^{118B}1102 **Section 8.10. Financial Advisor.**

1103 The duties of the Financial Advisor are set forth in Article X.

^{119B}1104 ***Section 8.11. Executive Vice President.**

1105 In the event an Executive Vice President should be appointed,
the

1106 Board of Trustees shall describe his or her duties.

^{120B}1107 **Section 8.12. Vice Moderators.**

1108 The Vice Moderator or Moderators shall be elected from among
the

1109 members of the Board of Trustees by its members. In the
absence

1110 of the Moderator a Vice Moderator shall preside at meetings
and

1111 perform the duties of the Moderator. A Vice Moderator shall

1112 perform such other duties as may be assigned by the Board. In
the

1113 event that more than one Vice Moderator is elected, one of the
Vice

1114 Moderators shall be designated First Vice Moderator.

^{121B}1115 **Section 8.13. Vice Presidents.**

1116 Any Vice President appointed shall have such powers and shall
1117 perform such duties as may be assigned by the Board of
Trustees

1118 or as assigned by the President in conformity with any
provisions of

1119 the Board appointment.

^{122B}1120 **Section 8.14. Secretary.**

1121 The Secretary shall be appointed from among the members of
the

1122 Board of Trustees and shall perform all duties usually pertaining
to

1123 the office, except those of a Clerk under Massachusetts law.
The

1124 Secretary shall represent the Association on special occasions
and

1125 shall assist in promoting the welfare of the Association.

^{123B}1126 **Section 8.15. Treasurer.**

1127 The duties of the Treasurer are set forth in Article X.

^{124B}1128 **Section 8.16. Recording Secretary.**

1129 The Recording Secretary shall at all times be a resident of the
1130 Commonwealth of Massachusetts and upon being appointed
shall

1131 be sworn to the faithful performance of the duties of the office. If
the

1132 Recording Secretary ceases to be a resident of the
Commonwealth

1133 of Massachusetts, such person shall be disqualified and the
office

1134 declared vacant. The Recording Secretary shall keep an
accurate

1135 record of all meetings of the Association and the Board of
Trustees,

1136 shall perform such other duties as may be assigned by the
Board,

1137 and shall perform the duties of a Clerk under Massachusetts
law.

^{125B}1138 **Section 8.17. Other Appointed Officers.**

1139 The Board of Trustees may appoint such other officers as it
deems

1140 necessary and shall fix their powers and duties.

^{126B}1141 **Section 8.18. Compensation.**

1142 The Moderator, the Financial Advisor, and the appointed
non1143

salaried officers shall not receive compensation for their services
1144 but shall be reimbursed as determined by the Board of Trustees
for

1145 expenses reasonably incurred by them in the performance of
their
1146 duties.

^{127B}1147 **Section 8.19. Reports by Officers.**

1148 The Moderator, the President, the Financial Advisor, and the
1149 Treasurer shall each make an annual report to the member

1150 congregations and to each regular General Assembly.

^{8B}1151 **ARTICLE IX Nominations and Elections**

^{128B}1152 **Section 9.1. Elective Positions.**

1153 The elective positions of the Association are those of the
elected

1154 officers, the trustees, and the elected members of the standing
1155 committees of the Association. No person shall hold more than

one

1156 elective position at a time whether by election or appointment.
Ex

1157 officio positions for the purposes of this Bylaw provision shall be

1158 deemed part of the elected position from which the ex officio
1159 position is derived.

^{129B}1160 **Section 9.2. Nomination Procedures.**

1161 The nomination procedures set forth in these Bylaws and the
Rules

1162 adopted hereunder are exclusive, and no person who is not
1163 nominated in accordance with such procedures can be elected
to

1164 any elective position.

^{130B}1165 **Section 9.3. Notice by Nominating Committee.**

1166 On or before August 1 of each year, the Nominating Committee

1167 shall notify all certified member congregations in writing of the
1168 elective positions and vacancies to be filled at the next regular

1169 General Assembly.

^{131B}1170 ***Section 9.4. Nomination by Nominating Committee.**

1171 (a) The Nominating Committee shall submit one or more
1172 nominations for each elective position to be filled, except

1173 Moderator and President, including positions to be filled by
1174 special election. With respect to Board positions, the

1175 Nominating Committee shall designate the position number
1176 for which each person is being nominated.

1177 (b) The Nominating Committee shall endeavor to nominate
1178 individuals so that the membership of the Board of Trustees

1179 and each elected committee reflects the full diversity of the
1180 Association, especially in regard to historically marginalized
1181 communities, but also balancing amongst size of
1182 congregation, lay and ordained, geography, age (including
1183 youth and young adults), and gender, among others. The
1184 Nominating Committee shall consult with groups and
1185 organizations including those traditionally underrepresented
1186 in Unitarian Universalist leadership, to help inform the
1187 nominating process.
1188 (c) Only one person from any one member congregation shall
be
1189 nominated to serve on the Nominating Committee or the
1190 Board of Trustees.
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(d) The report of the Nominating Committee 1191 shall be filed with
the
1192 Secretary of the Association and mailed to all certified
1193 member congregations, associate member organizations, and
1194 trustees on or before December 10 of each year.

^{132B} 1195 **Section 9.5. Nomination of President and Moderator.**

1196 (a) President. The Presidential Search Committee shall submit
1197 no fewer than two nominations for the office of President for
1198 an election at the end of a presidential term or for a special
1199 election. The report of the Presidential Search Committee
1200 shall be announced by February 1 of the year before the
1201 General Assembly at which there is to be a presidential
1202 election, except in the case of a special election, in which
1203 case the report of the Presidential Search Committee shall be
1204 announced by December 10 of the year before the election.
1205 (b) Moderator. The Board of Trustees shall submit one or more
1206 nominations for the office of Moderator for an election at the
1207 end of a Moderator term or for a special election. The report
1208 of the Board of Trustees shall be announced by February 1 of
1209 the year before the General Assembly at which there is to be
1210 a Moderator election, except in the case of a special election,
1211 in which case the report of the Board of Trustees shall be
1212 announced by December 10 of the year before the election.

^{133B} 1213 **Section 9.6. Nomination by Petition.**

1214 (a) For Moderator and President. A nomination for the office of
1215 Moderator or President, for a regular or special election, may
1216 be by petition signed by no fewer than twenty-five certified
1217 member congregations, including no fewer than five certified
1218 member congregations located in each of no fewer than five
1219 different districts or regions. A certified member congregation may
1220 authorize the signing of a petition only by vote of its governing
1221 board or by vote at a duly called meeting of its members.
1222 Such a petition shall be filed with the Secretary of the
1223 Association, only in such form as the Secretary may
1224 prescribe, not later than February 1 of the year of the election
1225 and not earlier than the preceding March 1.
1226 (b) For other Elective Positions. A nomination for any elective
1227 position, for a regular or special election, may be by petition
1228 signed by not less than fifty members of certified member
1229 congregations, with no more than ten signatures of members
1230 of any one congregation counted toward the required fifty. A
1231 separate petition, in form prescribed by the Secretary, shall
1232 be filed for each nomination not later than February 1 of the
1233 year of the election and not earlier than the preceding
1234 October 1. A petition for nomination to the Board of Trustees
1235 must designate the position number for which the person is
1236 being nominated.

^{134B} 1237 **Section 9.7. Qualifications of Nominees.**

1238 Each person nominated for an elective position at large shall be a
1239 member of a member congregation. No person shall be
nominated
1240 for more than one such elective position. If a person is
nominated
1241 for more than one such elective position, the Secretary of the
1242 Association shall so notify such person in writing and such
person
1243 shall have twenty days from the date of the notice to select one
1244 nomination which is acceptable. In the absence of a timely
1245 selection, all such nominations shall be void and the person
shall be
1246 so notified in writing by the Secretary.

^{135B} 1247 **Section 9.8. Vacancy in Nominations.**

1248 If all persons nominated for an elective position at large die,
decline
1249 to serve or are disqualified after the time has expired for making
any
1250 further nominations, or if no valid and timely nomination is
made,
1251 the position shall be filled after the final adjournment of the
regular
1252 General Assembly at which the election would have been held
in
1253 the same manner as if the position had been filled by election
and
1254 had then become vacant.

^{136B} 1255 **Section 9.9. Supervision of Elections.**

1256 The Secretary shall supervise all elections for elective positions
at
1257 large. The Secretary may appoint a committee of tellers to
count
1258 ballots and perform other routine duties. The Secretary shall
decide
1259 any question arising during such an election concerning:
1260 (a) the interpretation of any provision of these Bylaws or of
Rules
1261 made hereunder relating to election procedures;
1262 (b) any procedural problem relating to the election which is not
1263 covered by these Bylaws or by the Rules; or
1264 (c) the interpretation of the intent of a voter in marking the
ballot.
1265 The Secretary's decision shall be final. The Secretary shall
remain
1266 neutral in the election and shall not engage in electioneering,
except
1267 for advocacy of his or her own candidacy for offices for which
he or
1268 she is nominated.

^{137B} 1269 **Section 9.10. Conduct of Elections at Large.**

1270 (a) Election by Ballot. Voting shall be by written or electronic
1271 ballot, except that if only one person has been validly
1272 nominated for each elective position at large the persons so
1273 nominated shall be declared elected and no ballots shall be
1274 required.
1275 (b) Persons Entitled to Vote. Ballots shall be cast only by
1276 accredited delegates from certified member congregations and
1277 certified associate member organizations to the regular
1278 General Assembly at which the election is held and by
1279 trustees. No person shall cast more than one ballot.
1280 (c) Absentee Voting. Those entitled to cast ballots in an election
1281 may cast their ballots electronically or by mail. Absentee
1282 ballots shall be mailed at least forty-five days prior to the
1283 General Assembly at which the election is being held. An
1284 absentee ballot that is mailed must be received by the
1285 Secretary not less than seven calendar days before the
1286 General Assembly in order to be counted. An absentee ballot
1287 that is transmitted electronically must be received by the
1288 Secretary prior to the closing of voting at the GA location. The
1289 closing date and time shall be designated in the General
1290 Assembly meeting announcement.

^{138B} 1291 ***Section 9.11. Counting of Ballots.**

1292 (a) For the position of President, Moderator, Financial Advisor,
or
1293 Trustee. If there are no more than two duly nominated
1294 candidates for a position, the candidate receiving the greater
1295 number of votes is elected; provided, however, that in
1296 construing the foregoing with respect to Trustee positions,
1297 each Trustee position number shall be considered a separate
1298 elective position. If there are more than two duly nominated
1299 candidates for a position, the ballot shall be designed to
1300 permit the designation of first, second, third, etc., choice. If
1301 no candidate receives a majority of the first-choice votes cast,
1302 the candidate receiving the lowest first-choice vote shall be
1303 eliminated and the ballots cast for such candidate shall be
1304 redistributed in accordance with the second choice indicated
1305 thereon. This process shall be repeated until one candidate
1306 receives a majority of all votes cast or until only two
1307 candidates remain, at which time the one receiving the
1308 greater number of votes is elected.
1309 (b) For Other Elective Positions. If there is one elective position
1310 at large to be filled, the candidate receiving the greatest

1311 number of votes is elected. If there is more than one such
1312 elective position of the same kind to be filled, the candidates
1313 respectively receiving the greatest number of votes are
1314 elected.

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^{1388B} **Section 9.12. 1315 Special Elections.**

1316 If a vacancy occurs more than 630 days before the expiration of
the

1317 term of an elected officer, an elected member of a standing
1318 committee of the Association, or a trustee, a special election
shall

1319 be held to fill the balance of the unexpired term. The special
election

1320 shall be held at the next regular General Assembly that begins
at

1321 least 270 days after the date of the vacancy.

^{405B} **Section 9.13. Rules for Nominations and Elections.**

1323 Rules relating to nomination and election procedures shall be
1324 adopted by a General Assembly. Such rules shall be applicable
to

1325 elections held after the close of the General Assembly at which
they

1326 are adopted.

Section 9.14. Transition Provision.

1328 (a) The amendments to Sections 6.3, 6.4(a) 6.5, 6.6, 6.8, 8.3,
1329 8.7, 9.1, 9.3, and 9.6(a) shall become effective at the close of
1330 the regular General Assembly in 2013.

1331 (b) The amendments to section 6.4(b), 9.4, 9.6(b), 9.11, 9.12,
1332 and Rule G-9.13.2 shall become effective at the close of the
1333 regular General Assembly in 2012.

1334 (c) The terms of all trustees shall expire at the close of the
1335 regular General Assembly in 2013.

1336 (d) Notwithstanding the provisions of Section 9.4., for elections
at

1337 the regular General Assembly in 2013:

1338 (1) The Board of Trustees shall appoint, not later than

1339 October 31, 2012, from among its current members,

1340 four members, for specified numbered seats, to each

1341 serve a two-year term beginning immediately after the

1342 close of the regular General Assembly in 2013. No

1343 member whose service on the Board of Trustees began

1344 prior to June 2009 shall be eligible for selection for such

1345 a term.

1346 (2) The Nominating Committee shall nominate one or more

1347 candidates to run for election to each of seven

1348 additional positions: four positions with a one-year term

1349 and three positions with a three-year term. These

1350 candidates may or may not be current members of the

1351 Board of Trustees.

1352 (3) The Nominating Committee shall nominate one or more

1353 candidates for election to a three-year term as Financial

1354 Advisor.

1355 (4) Candidates may be nominated by petition for the Board

1356 of Trustees or the Financial Advisor, as specified in

1357 Section 9.6.

1358 (5) A report of the Nominating Committee shall be filed with

1359 the Secretary of the Association and be mailed to all

1360 certified member congregations, associate member

1361 organizations, and trustees on or before December 10,

1362 2012.

1363 (e) For elections at any regular General Assembly before 2019,

1364 no trustee shall be eligible for nomination for a term that

1365 would result in more than six years of continuous service.

1366 (f) This transition provision shall automatically be deleted from

1367 the bylaws following the regular General Assembly in 2018.

^{96B} **ARTICLE X Finance and Contracts**

^{1418B} **Section 10.1. Annual Budget.**

1370 The annual budget of the Association shall be adopted and may

1371 subsequently be amended by the Board of Trustees. A budget

or

1372 budgets for the coming year or years shall be presented to each

1373 regular General Assembly for its consideration and such

1374 recommendation of financial priorities as the General Assembly

1375 may wish to make.

^{1428B} **Section 10.2. Duties of Finance Committee.**

1377 The Finance Committee shall submit proposed annual budgets

for

1378 the Association to the Board of Trustees and make

1379 recommendations to the Board with respect to major financial

1380 policies of the Association other than those pertaining to

1381 investments. It shall review the use made of specific funds held

by

1382 the Association and shall also recommend long-range financial

1383 plans.

^{1438B} **Section 10.3. Duties of Financial Advisor.**

1385 The Financial Advisor shall advise the President and the Board
of

1386 Trustees on financial policy and shall assist the Board in long-
range

1387 planning by reviewing the sources of funds, the application of
funds

1388 designated for specific purposes, the balance between
foreseeable

1389 income and proposed expenditures, and the overall financial

1390 welfare of the Association. From time to time the Financial

Advisor

1391 shall report to the President and the Board findings and

1392 recommendations respecting the current financial affairs of the

1393 Association and long-range planning.

^{1448B} **Section 10.4 Duties of Treasurer and Assistant**

1395 Treasurers.

1396 The Treasurer shall have custody of the corporate seal and the
1397 funds and other properties of the Association and shall have the

1398 usual duties of the Treasurer of a corporation. The Treasurer or
the

1399 Board of Trustees may from time to time delegate or assign to
each

1400 Assistant Treasurer specified duties and authority; and any

person,

1401 firm, organization or corporation dealing with the Association
may

1402 assume that any act performed by an Assistant Treasurer,
including

1403 the execution, sealing and delivery of any document, has been

1404 performed pursuant to an effective delegation or assignment of

1405 authority as aforesaid, and the Association shall be bound

1406 accordingly.

^{1458B} **Section C-10.5. Raising of Funds.**

1408 The Association shall raise capital and operating funds to carry

out

1409 its purposes. It may also raise capital and operating funds for

1410 associate member organizations and independent affiliate

1411 organizations.

^{1468B} **Section C-10.6. Authority to Hold Funds for the**

Benefit

1413 of Others.

1414 The Association may hold for investment and distribution funds

1415 given to the Association for the benefit of a member

congregation,

1416 associate member organization, independent affiliate

organization,

1417 or other Unitarian Universalist organization.

^{1478B} **Section C-10.7. Responsibility for Funds Held by**

the

1419 Association.

1420 (a) Board of Trustees. The Board of Trustees shall have

ultimate

1421 responsibility for investing the funds held by the Association.

1422 (b) President. The President shall invest the endowment funds

1423 held by the Association in the Unitarian Universalist Common

1424 Endowment Fund LLC.

1425 (c) Investment Committee. The Investment Committee shall

1426 manage the endowment funds held by the Association,

1427 subject to control by the Board of Trustees.

^{1488B} **Section 10.8. Contracts and Securities.**

1429 The President, Secretary, Recording Secretary, Treasurer, and

1430 Assistant Treasurer may sign and attest deeds, mortgages,

1431 contracts, and other documents to which the Association is a

party.

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^{1498B} **Section 1432 C-10.9. Pension System.**

1433 The Association shall establish and maintain a pension system

for

1434 ministers in fellowship with the Association.

^{150B}1435 **Section 10.10. Fiscal Year.**

1436 The fiscal year of the Association shall be from July 1 to June 30.

^{151B}1437 **Section C-10.11. Corporate Seal.**

1438 The seal of the Association shall be in such form as the Board of

1439 Trustees shall approve.

^{152B}1440 **Section 10.12. Indemnification of Trustees, Officers,**

1441 Employees, and Volunteers.

1442 The Association, to the extent legally permissible, shall indemnify

1443 any trustee, officer, employee of the Association or volunteer

1444 elected by a General Assembly or appointed by the Board of

1445 Trustees of the Association to serve the Association, or persons

1446 formerly holding such positions, against all liabilities and expenses

1447 (including court costs, attorneys' fees, and the amount of any

1448 judgment or reasonable settlement, fines and penalties) actually

1449 and necessarily incurred by any such person, subsequent to the

1450 adoption hereof, in connection with the defense of any claim

1451 asserted or threatened to be asserted against any such person, or

1452 any action, suit or proceeding in which any such person may be

1453 involved as a party, by reason of being or having been such trustee,

1454 officer, employee or volunteer or by reason of any action alleged to

1455 have been taken or omitted by any such person as such trustee,

1456 officer, employee or volunteer, except with respect to any matter as

1457 to which he or she shall have been adjudicated in any proceeding

1458 not to have acted in good faith in the reasonable belief that his or

1459 her action was in the best interests of the Association; provided, 1460 however, that as to any matter disposed of by a compromise

1461 payment by such person, pursuant to a consent decree or

1462 otherwise, no indemnification either for said payment or for any

1463 other expenses shall be provided unless such compromise and

1464 indemnification therefore shall be approved:

1465 (a) by a majority vote of a quorum consisting of disinterested 1466 trustees;

1467 (b) if such quorum cannot be obtained, then by a majority vote of

1468 a committee of the Board of Trustees consisting of all the 1469 disinterested trustees;

1470 (c) if there are not two or more disinterested trustees in office, 1471 then by a majority of the trustees then in office, provided they

1472 have obtained a written finding by independent legal counsel

1473 appointed by a majority of the trustees to the effect that,

1474 based upon a reasonable investigation of the relevant facts

1475 as described such opinion, the person to be indemnified

1476 appears to have acted in good faith and in the reasonable

1477 belief that his or her action was in the best interests of the

1478 Association;

1479 (d) if not resolved by (a), (b) or (c), above, by a court of

1480 competent jurisdiction.

1481 If authorized in the same manner specified above for compromise

1482 payments, expenses, including attorneys' fees actually and

1483 necessarily incurred by any such person in connection with the

1484 defense or disposition of any such action, suit or other

1485 proceeding may be paid from time to time by the Association in advance of

1486 the

1487 final disposition thereof upon receipt of (a) an affidavit of such

1488 individual of his or her good faith belief that he or she has met

1489 the

1490 standard of conduct necessary for indemnification under this

1491 Section and (b) an undertaking by such individual to repay the

1492 amount so paid to the Association if such person shall be

1493 adjudicated to be not entitled to indemnification under this

1494 Section,

1495 which undertaking may be accepted without reference to the

1496 financial ability of such person to make repayment. The right of

1497 indemnification herein provided shall inure to the benefit of the

1495 heirs, executors and administrators of each such trustee, [or] officer,

1496 employee or volunteer and shall not be deemed exclusive of any

1497 other rights to which any such person may be entitled under any

1498 statute, bylaw, agreement, vote of members or otherwise or to

1499 which any such person might have been entitled were it not for this

1500 provision. As used in this Section, an "interested" trustee or officer

1501 is one against whom in such capacity the proceeding in question, or

1502 other proceeding on the same or similar grounds, is then pending.

^{153B}1503 **Section 10.13. Duties of the Audit Committee.**

1504 The Audit Committee shall oversee the annual audit of the financial

1505 statements of the Association by an independent certified public

1506 accounting firm and monitor the establishment and

1507 implementation

1508 of accounting policies and internal controls. Specific duties of the

1509 Audit Committee shall be set forth in a charter adopted by the

1510 Board, which may be amended by the Board from time to time.

^{10B}1510 **ARTICLE XI Ministry**

^{154B}1511 **Section C-11.1. Ministerial Fellowship.**

1512 Each member congregation has the exclusive right to call and

1513 ordain its own minister or ministers, but the Association has the

1514 exclusive right to admit ministers to ministerial fellowship with the

1515 Association. Fellowship may be for the purposes of parish, religious

1516 education and/or community ministry as determined by action of the

1517 Ministerial Fellowship Committee.

1518 No minister shall be required to subscribe to any particular

1519 belief, or interpretation of religion in order to obtain and hold

1520 fellowship.

^{155B}1521 ***Section 11.2. Ministerial Fellowship Committee.**

1522 The Ministerial Fellowship Committee shall have exclusive

1523 jurisdiction over ministerial fellowship except as otherwise

1524 provided

1525 in these bylaws. It shall make rules governing ministerial

1526 fellowship,

1527 subject to the approval of the Board of Trustees.

^{156B}1526 **Section 11.3. Admission to Fellowship.**

1527 A minister may be admitted to fellowship by the Ministerial

1528 Fellowship Committee, upon complying with the requirements of

1529 these Bylaws and the rules, policies, procedures and requests of

1530 the Committee. A minister who is admitted to fellowship shall be

1531 admitted to preliminary fellowship for a period of at least three

1532 years, be evaluated in ministry, and may thereafter be admitted to

1533 final fellowship.

^{157B}1534 **Section 11.4. Fellowship Records.**

1535 The Executive Secretary of the Ministerial Fellowship

1536 Committee

1537 shall maintain up-to-date records of all ministers in fellowship with

1538 the Association. These records shall be available only to members

1539 of the committee, persons designated by the Committee, and, in

1540 cases of appeals, the Board of Review.

^{158B}1540 **Section 11.5. Termination of Fellowship and**

1541 Administrative Suspension.

1542 The fellowship of a minister may be terminated by the Ministerial

1543 Fellowship Committee for unbecoming conduct, incompetence or

1544 other specified cause. Final fellowship may be terminated only after

1545 notice by the Committee and opportunity for a Fellowship Review

1546 before the Committee. During an investigation or the pendency of a

1547 complaint, the Ministerial Fellowship Committee may suspend a

1548 minister until a final determination can be made on the minister's
1549 fellowship status.

^{159B}1550 **Section 11.6. Reinstatement to Fellowship.**

1551 The Ministerial Fellowship Committee may reinstate in or readmit to

1552 fellowship a minister who has previously resigned from fellowship or

1553 whose fellowship has been suspended or terminated.

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^{160B}1554 **Section 11.7. Appeal.**

1555 A minister in final ministerial fellowship whose fellowship is

1556 terminated may appeal the determination of the Ministerial

1557 Fellowship Committee to the Board of Review. The Board of

1558 Review shall have exclusive jurisdiction to hear and decide such

1559 appeals. No other appeal shall be allowed from any decision of the

1560 Ministerial Fellowship Committee.

^{161B}1561 **Section 11.8. Procedure on Appeal.**

1562 An appeal to the Board of Review may be heard by a panel of the

1563 Board selected as provided in its rules. The Board of Review or its

1564 panel hearing an appeal shall limit its review to an examination of

1565 the Ministerial Fellowship Committee's decision, the information

1566 presented to the Committee, including the documents and other

1567 evidence compiled during the Fellowship Review, and the reasons

1568 articulated by the Ministerial Fellowship Committee for its decision

1569 terminating the minister's fellowship. If the minister requests

1570 consideration of newly discovered evidence not previously

1571 presented to the Ministerial Fellowship Committee, then the matter

1572 shall be returned to the Ministerial Fellowship Committee for

1573 consideration of that evidence before the Board proceeds with the

1574 appeal. These Bylaws and the rules of the Ministerial Fellowship

1575 Committee shall be binding upon the Board of Review or its panel.

1576 The Ministerial Fellowship Committee's determination of fact and/or

1577 credibility will not be overturned unless no reasonable fact finder

1578 could have reached such determination, and disputes of fact are to

1579 be resolved in favor of the Ministerial Fellowship Committee's

1580 determination. The Board of Review or its panel may set aside the

1581 decision of the Ministerial Fellowship Committee only where

1582 necessary to correct or prevent manifest injustice. The Board of

1583 Review or its panel may remand the case in whole or in part to the

1584 Committee or take such other action as may be just. The Board of

1585 Review or its panel shall set forth its finding and conclusions and

1586 will serve upon the affected minister and the Ministerial Fellowship

1587 Committee. The decision shall be entered in the fellowship records

1588 and shall be final and binding upon all parties. No appeal shall be

1589 allowed from the decision of the Board of Review. The Board of

1590 Review shall make rules to carry out the intent of this Section.

^{11B}1591 **ARTICLE XII Religious Education**

Credentialing

^{162B}1592 **Section 12.1. Religious Education Credentialing.**

1593 Each member congregation has the exclusive right to employ its

1594 own religious educator, but the Association has the exclusive right

1595 to confer on religious educators a religious education credentialing

1596 status with the Association. No religious educator shall be required

1597 to subscribe to any particular creed, belief, or interpretation of

1598 religion in order to obtain and hold religious education

credentialing

1599 status.

^{163B}1600 **Section 12.2. Religious Education Credentialing**

1601 Committee.

1602 The Religious Education Credentialing Committee shall have

1603 exclusive jurisdiction over religious education credentialing except

1604 as otherwise provided herein. It shall make rules governing religious

1605 education credentialing, subject to the approval of the Board of

1606 Trustees.

^{164B}1607 **Section 12.3. Achievement of Religious**

Education

1608 Credentialing Status.

1609 A religious educator may achieve a religious education credentialing

1610 status by action of the Religious Education Credentialing

1611 Committee, upon complying with the requirements of these Bylaws

1612 and the rules, policies, procedures and requests of the committee.

^{165B}1613 **Section 12.4. Religious Education Credentialing**

Levels.

1614 The Religious Education Credentialing Committee shall adopt rules

1615 related to levels of religious education credentialing as follows:

1616 religious education credentialing includes Credentialed Religious

1617 Educator – Associate Level status, credentialed religious educator

1618 status, and Credentialed Religious Educator – Master Level status

1619 as determined by action of the Religious Education Credentialing

1620 Committee.

^{166B}1621 **Section 12.5. Religious Education Credentialing**

1622 Records.

1623 The Executive Secretary of the Religious Education Credentialing

1624 Committee shall maintain up-to-date records of all religious

1625 educators who have achieved a status as a religious educator as

1626 described in Section 12.4 of these bylaws. These records shall be

1627 available only to members of the committee, persons designated by

1628 the Committee, and, in cases of appeals, the Board of Review.

^{167B}1629 **Section 12.6. Termination or Administrative**

1630 Suspension of Religious Education Credentialing

1631 Status.

1632 The religious education credentialing status of a religious educator

1633 may be terminated by the Religious Education Credentialing

1634 Committee for unbecoming conduct, incompetence or other

1635 specified cause. Credentialing status may be terminated only after

1636 notice by the Committee and opportunity for a Religious Education

1637 Credentialing Status Review before the Committee. During an

1638 investigation or the pendency of a complaint, the Religious

1639 Education Credentialing Committee may suspend a religious

1640 educator's credentialing status until a final determination can be

1641 made.

^{168B}1642 **Section 12.7. Reinstatement of Religious**

Education

1643 Credentialing Status.

1644 The Religious Education Credentialing Committee may reinstate in

1645 or readmit to religious education credentialing status a religious

1646 educator who has previously resigned from religious education

1647 credentialing status or whose religious education credentialing

1648 status has lapsed, been suspended or terminated.

^{169B}1649 **Section 12.8. Appeal.**

1650 A religious educator with a religious education credentialing

status

1651 whose status is terminated may appeal the determination of the

1652 Religious Education Credentialing Committee to the Board of
1653 Review. The Board of Review shall have exclusive jurisdiction
to
1654 hear and decide such appeals. No other appeal shall be
allowed
1655 from any decision of the Religious Education Credentialing
1656 Committee.

^{170B}1657 **Section 12.9. Procedure on Appeal.**
1658 An appeal to the Board of Review shall be heard by a panel of
the
1659 Board selected as provided in its rules. The Board of Review or
its
1660 panel hearing an appeal shall limit its review to an examination
of
1661 the Religious Education Credentialing Committee's decision,
1662 including the documents and other evidence compiled during
the
1663 Religious Education Credentialing Status Review, and the
reasons
1664 articulated by the Religious Education Credentialing Committee
for
1665 its decision terminating the religious educator's credentialing
status.
1666 If the religious educator requests consideration of newly
discovered
1667 evidence not previously presented to the Religious Education
1668 Credentialing Committee, then the matter shall be returned to
the
1669 Religious Education Credentialing Committee for consideration
of
1670 that evidence before the Board proceeds with the appeal.
These
1671 Bylaws and the rules of the Religious Education Credentialing
1672 Committee shall be binding upon the Board of Review or its
panel.
1673 The Religious Education Credentialing Committee's
determination
1674 of fact and/or credibility will not be overturned unless no
reasonable
1675 fact finder could have reached such determination, and disputes
of
1676 fact are to be resolved in favor of the Religious Education
1677 Credentialing Committee's determination.
1678 The Board of Review or its panel may set aside the decision of
the
1679 Religious Education Credentialing Committee only where
necessary
1680 to correct or prevent manifest injustice. The Board of Review or
its
1681 panel may remand the case in whole or part to the Religious
1682 Education Credentialing Committee or take such other action as
1683 may be just. The Board of Review or its panel shall set forth its
1684 finding and conclusions and shall be communicated to the
affected
1685 religious educator and the Religious Education Credentialing
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Committee. The decision shall be entered in the religious 1686
education
1687 credentialing records and shall be final and binding upon all
parties.
1688 No appeal shall be allowed from the decision of the Board of
1689 Review. The Board of Review shall make rules to carry out the
1690 intent of this Section.

1691 **ARTICLE XIII Regional Organizations**
1692 **Section C-13.1. Districts and Regions.**
1693 The Association shall support areas of regional responsibility
known
1694 as districts or regions.
1695 ***Section C-13.2. Establishment.**
1696 The establishment of districts or regions and the manner of
1697 determining which congregations are included in each district or
1698 region shall be in accordance with rules adopted by the General
1699 Assembly.
1700 **Section 13.3. Members.**
1701 All member congregations of the Association located within the
1702 district **or region** shall be entitled to be member congregations
of that district **or region**.
1703 **Section C-13.4. Autonomy.**

1704 Each district or region shall be autonomous and shall be
controlled
1705 by its own member congregations to the extent consistent with
the
1706 promotion of the welfare and interests of the Association as a
whole
1707 and of its member congregations.
1708 **Section 13.5. District or Region Bylaws or Policies.**
1709 Each district or region shall adopt bylaws **or policies** which are
not in conflict with these
1710 Bylaws.

1711 **ARTICLE XIV Rules**
1712 **Section 14.1. Adoption and Amendment of Rules by**
1713 **General Assemblies.**
1714 A General Assembly may adopt Rules not inconsistent with
these
1715 Bylaws. Adoption or amendment of Rules by a General
Assembly
1716 shall be by two-thirds vote. Each Rule adopted by a General
1717 Assembly shall be identified by a "G" preceding its Rule
number. A
1718 General Assembly may amend or repeal Rules adopted by prior
1719 General Assemblies or by the Board of Trustees, if the
proposed
1720 Rules or amendments have been placed on the agenda. Rules
and
1721 amendments thereto shall be submitted for inclusion on the
agenda
1722 in the same manner as other resolutions. The provisions of this
1723 Section 14.1 do not apply to the Rules of Procedure
contemplated
1724 by Section 4.19.

^{177B}1725 **Section 14.2. Adoption and Amendment of Rules**
by
1726 **the Board of Trustees.**
1727 The Board of Trustees may adopt Rules not inconsistent with
these
1728 Bylaws and with Rules adopted by General Assemblies and
may
1729 amend or repeal its Rules.

^{178B}1730 **Section 14.3. Rules of Order.**
1731 The Rules contained in the current edition of *Robert's Rules of*
1732 *Order Newly Revised* shall govern the Association in all cases
to
1733 which they are applicable and in which they are not inconsistent
1734 with these Bylaws and any Rules that may be adopted
hereunder.

^{14B}1735 **ARTICLE XV Amendment**
^{179B}1736 **Section C-15.1. Amendment of Bylaws.**
1737 (a) Amendments to Bylaws. These Bylaws may be amended by
1738 a two-thirds vote at a regular General Assembly if a proposed
1739 amendment has been placed on the agenda; provided,
1740 however, that proposals to amend, repeal, or add a new
1741 section of these Bylaws whose section number is preceded
1742 by a "C" (hereinafter a "C Bylaw") shall be governed by
1743 subsections (b) or (c) hereof.
1744 (b) Amendments to C Bylaws Other Than in Article II. A
1745 proposal to amend, repeal or add a new C Bylaw, other than
1746 those C Bylaws in Article II of these Bylaws, shall be subject
1747 to a two-step approval process.
1748 (1) Such proposals must be placed on the agenda of a
1749 regular General Assembly and approved preliminarily by
1750 a majority vote at such regular General Assembly.
1751 Following such preliminary approval, the proposal to
1752 amend, repeal or add a new C Bylaw shall be placed on
1753 the agenda of the next regular General Assembly for final
1754 adoption. Final adoption shall require a two-thirds vote.
1755 (2) The text of a proposed amendment which has been
1756 approved by one General Assembly, may be amended at
1757 any time prior to final adoption. If the Moderator rules that
1758 the amendment to the proposal is substantive, final
1759 adoption shall only be by a subsequent General
1760 Assembly except that any such proposal that has been
1761 under consideration for final approval at three successive
1762 regular General Assemblies shall not be subject to
1763 substantive amendment and shall be submitted to a vote
1764 for final approval at the third such regular General
1765 Assembly.

1766 (3) Such a proposal which, on any vote for final adoption,
1767 receives a majority but not a two-thirds vote, shall be
1768 placed on the agenda of the next regular General
1769 Assembly, at which it may be finally adopted if it receives
1770 the requisite approval. If the proposal is not passed by a
1771 two-thirds vote at the third regular General Assembly at
1772 which it is considered for final approval, neither the
1773 proposal nor another proposal that is substantively similar
1774 shall be placed on the agenda of the next regular General
1775 Assembly.

1776 (c) Amendments to C Bylaws in Article II. A proposal to amend,
1777 repeal or add a new C Bylaw in Article II of these Bylaws shall
1778 be subject to the following process

1779 (1) Such a proposal shall be admitted to the agenda of a
1780 regular General Assembly for the purpose of determining
1781 whether the proposal shall be referred to a commission
1782 appointed by the Board of Trustees for study. Such a
1783 study shall involve member congregations. A majority
1784 vote at a regular General Assembly shall be required to
1785 refer such a proposal to the study commission. Once the
1786 study of the proposal is complete, which shall be
1787 completed in no more than two years, the study
1788 commission shall submit to the Board of Trustees for
1789 inclusion on the agenda of the next regular General
1790 Assembly any amendments to Article II that the study
1791 commission recommends. The Board of Trustees shall
1792 also include on the agenda any amendments that it
1793 recommends to the study commission proposal.

1794 (2) A motion to dispense with the study process and give
1795 preliminary approval to a proposal to amend, repeal or
1796 add a new C Bylaw in Article II shall be in order during the
1797 General Assembly at which consideration of a motion to
1798 refer the proposal to the study process is authorized. A
1799 motion to dispense with the study process shall require a
1800 four-fifths vote for passage. Such a proposal shall then
1801 be placed on the agenda of the next regular General
1802 Assembly for final adoption without amendment. Final
1803 adoption shall require a two-thirds vote.

1804 (3) At the first General Assembly following the completion of
1805 the study process, amendments to the Article II proposal
1806 may be considered only as follows:
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(i) During the General Assembly there 1807 shall be a mini
1808 assembly held during which amendments to the
1809 Article II proposal recommended by the study
1810 commission shall be considered.

1811 (ii) A delegate may submit in writing at the mini1812
assembly an amendment to an Article II proposal.
1813 All such amendments shall be made available in
1814 writing to the General Assembly. The Moderator, in
1815 consultation with the chair of the study commission,
1816 the parliamentarian and legal counsel shall
1817 prioritize proposed amendments for consideration
1818 by the General Assembly. A majority vote of the
1819 General Assembly is required for approval of any
1820 amendment proposed in the mini-assembly.

1821 (iii) Following the vote on any amendments proposed in
1822 the mini-assembly, the General Assembly shall
1823 vote on any amendments proposed by the Board of
1824 Trustees. A majority vote is required to adopt such
1825 amendments. Following the vote on all
1826 amendments, the General Assembly shall vote on
1827 preliminary approval of the Article II proposal. A
1828 majority vote is required for preliminary approval.

1829 (iv) If no amendments proposed in the mini-assembly
1830 are adopted by the General Assembly pursuant to
1831 subsection (c)(3)(ii) above, the Article II proposal
1832 shall be submitted for final approval to the next
1833 regular General Assembly. Final approval requires
1834 a two-thirds vote of the General Assembly. No
1835 amendments may be considered.

1836 (v) If one or more amendments proposed in the mini1837
assembly are adopted by the General Assembly,
1838 the Article II proposal shall be referred to the study
1839 commission. Within six months after the close of
1840 the General Assembly, the study commission,
1841 taking into account the decisions of the General
1842 Assembly, shall prepare the proposal to amend

1843 Article II. The Board of Trustees shall put this
1844 proposal on the agenda of the next regular General
1845 Assembly.

1846 (4) At the next regular General Assembly following the
1847 process described in subsection (c)(3)(v), above, the
1848 Article II proposal is subject to amendment only by a
1849 three-fourths vote in favor of an amendment submitted to
1850 the General Assembly in writing by ~~the Board of Trustees,~~
~~1851 a district, or~~ a minimum of fifteen (15) certified
1852 congregations, as described in Section 15.2 of these
1853 Bylaws. Final approval of the Article II proposal requires
1854 a two-thirds vote of the General Assembly.

1855 (5) If the Article II proposal does not receive the requisite
1856 approval at the General Assembly following the
1857 completion of the study process described in subsection
1858 (c)(3)(iv) or subsection (c)(4), above, neither the proposal
1859 nor another proposal that is substantively similar shall be
1860 placed on the agenda of the next regular General
1861 Assembly.

1862 (6) If no study process of Article II has occurred for a period
1863 of fifteen years, the Board of Trustees shall appoint a
1864 commission to study Article II for not more than two years
1865 and to recommend appropriate revisions, if any, thereto to
1866 the Board of Trustees for inclusion on the agenda of the
1867 next regular General Assembly. The Board of Trustees
1868 shall also include on the agenda any amendments that it
1869 recommends to the study commission proposal.
1870 Notwithstanding anything to the contrary contained
1871 herein, proposals to amend Article II which are
1872 promulgated by a study commission in accordance with
1873 this paragraph shall be subject to a two-step approval
1874 process as described in subsections (c)(3) and (c)(4),
1875 above.

^{180B}1876 ***Section 15.2. Submission of Proposed
Amendment.**

1877 Proposed amendments to these Bylaws may be submitted only
by:

1878 (a) the Board of Trustees;
1879 (b) the General Assembly Planning Committee;
1880 (c) the Commission on Appraisal;
1881 (d) not less than fifteen certified member congregations by
action

1882 of their governing boards or their congregations; such
1883 proposed amendments to Bylaws must be received by the
1884 Board of Trustees on February 1 whenever the regular
1885 General Assembly opens in June; otherwise, not less than
1886 110 days before the General Assembly. ~~or~~
1887 ~~(e) a district by official action at a duly called district meeting at~~
~~1888 which a quorum is present, such proposed amendment to be~~
~~1889 received by the Board of Trustees on February 1 whenever~~
~~1890 the regular General Assembly opens in June; otherwise, not~~
~~1891 less than 110 days before the next General Assembly.~~

1892 **RULES* of the UNITARIAN UNIVERSALIST
ASSOCIATION**

1893 **ASSOCIATION**

1894 *Rules whose section number is preceded by a "G" are those
1895 adopted by a General Assembly and may be amended or
repealed

1896 only by a General Assembly, as provided in Section 14.1 of the
1897 Bylaws.

^{15B}1898 **RULE I Name**

1899 No existing rules applicable to Article I.

^{16B}1900 **RULE II Principles and Purposes**

^{205B}1901 **Rule G-2.1. Democratic Process.**

1902 Because the Association is committed to the use of the
democratic

1903 process, because its governing institutions are accountable to
our

1904 congregations, because accessibility is critical to countering
1905 systemic and institutional oppression and because openness
and

1906 trust are characteristics of a healthy religious community, the
UUA

1907 Board shall establish policies to allow for the maximum
1908 transparency of its proceedings and of the proceedings of all
UUA

1909 committees, commissions and task forces, consistent with their
1910 effective functioning. These policies shall include:

1911 (a) providing advance notice of dates and locations of regular

1912 business meetings, and making agendas, reports and
1913 minutes available promptly;
1914 (b) providing avenues for comment on issues on the meetings'
1915 agendas;
1916 (c) accommodating observers at regular business meetings,
with
1917 the exception of executive sessions.
1918 Implementing this rule shall be the responsibility of the Board of
1919 Trustees. The Board shall designate a specific person or
1920 committee to whom comments about adherence to this rule
may be
1921 addressed. The Board shall report to the General Assembly
1922 annually for the next three years on its implementation.

^{205B}1923 **Rule G-2.3. Non-discrimination.**
1924 The Association declares and affirms its special responsibility,
and
1925 that of its member congregations and organizations, to promote
the
1926 full participation of persons in all of its and their activities and in
the
1927 full range of human endeavor without regard to racialized
identity,
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ethnicity, gender expression, 1928 gender identity, sex, disability,
1929 affectional or sexual orientation, family and relationship
structures,
1930 age, language, citizenship status, economic status, or national
1931 origin and without requiring adherence to any particular
1932 interpretation of religion or to any particular religious belief or
creed.

^{17B}1933 **RULE III Membership**
^{181B}1934 **Section C-3.3. Admission to Membership.**
^{206B}1935 **Rule 3.3.1. New Congregations.**
1936 It is the policy of the Unitarian Universalist Association to
encourage
1937 and assist the development of new congregations as well as to
1938 support and aid existing member congregations as stated in the
1939 purposes of the Association.

^{207B}1940 **Rule 3.3.2. Procedure for Admission.**
1941 A church or fellowship may become a member of the
Association
1942 upon approval by the Board of Trustees of the Association of a
1943 written application for membership.
1944 The application shall include:
1945 (a) a statement that the applicant subscribes to the principles of
1946 the Association and pledges itself to support the Association;
1947 (b) a copy of the articles of incorporation or other organizing
1948 documents and the bylaws of the applicant;
1949 (c) the names and addresses of the charter members sufficient
in
1950 number to satisfy the minimum membership requirements;
1951 and
1952 (d) an initial payment in an amount of no less than the Fair
Share
1953 contribution to the Association's Annual Program Fund, pro 1954
rated for the portion of the Association's fiscal year remaining
1955 as of the date of application.

^{208B}1956 **Rule 3.3.3. Membership Requirements for Admission.**
1957 A new congregation, to be recognized as a member of the
1958 Association, must have thirty (30) of its adult members be
members
1959 solely of the new congregation.

^{209B}1960 **Rule 3.3.4. Multiple Local Congregations.**
1961 In many communities the liberal religious movement may be
better
1962 served by the establishment of two or more member
congregations.
1963 (a) It is ordinarily desirable that a new congregation should have
1964 the active support and sponsorship of any member
1965 congregation or congregations located in the same
1966 geographic area.
1967 (b) The Association will neither initiate nor recognize such a
new
1968 congregation until after the Association has consulted by mail
1969 or by interview with any member congregation or
1970 congregations located in the same geographic area. Such
1971 consultation shall include a request for letters from the

1972 presiding officer of the congregation's governing board and
1973 minister of such congregation(s) stating judgment regarding
1974 the establishment and/or recognition of the new congregation.
1975 The Association may proceed to assist in organizing or
1976 recognizing the new congregation despite local protest or
1977 objection if the Association believes that such action is in the
1978 best interests of the entire movement and that it will
1979 strengthen the total Unitarian Universalist position in the
1980 community.

^{210B}1981 **Rule 3.3.5. Rules and Regulations for New
1982 Congregations.**

1983 It is essential that Unitarian Universalist congregations be
1984 affirmative in spirit, inclusive in fellowship, and mutually
supportive
1985 in their relationships with other congregations. The following
1986 statements represent the Association's best judgment as to the
1987 meaning of this general statement and shall be used by staff
and
1988 the Board in determining action upon applications for
membership.
1989 (a) In receiving the application of a new congregation for
1990 membership in the Association, the Congregational Services
1991 staff shall satisfy itself that the group is making its application
1992 in good faith and that it will make a sincere effort to carry out
1993 the purposes of the Association. (See specifically Article II of
1994 the Bylaws.)
1995 (b) The Association interprets its statements of purpose to
mean
1996 that no congregation may be accepted into membership if its
1997 bylaws exclude from its local membership any person
1998 because of race, ethnicity, gender, disability, affectional or
1999 sexual orientation, language, citizenship status, economic
2000 status, or national origin.
2001 (c) All member congregations must be congregational in polity;
2002 the final authority to make decisions must be vested in the
2003 legal membership of the congregation.
2004 (d) Member congregations shall project and embark upon a
2005 balanced program of religious activity including adult worship
2006 and/or discussion and when feasible establishment of a
2007 church school in the Unitarian Universalist tradition.
2008 (e) New congregations are expected to establish and maintain
2009 cooperative relations with Unitarian Universalist agencies, as
2010 appropriate and feasible.
2011 (f) A congregation should be incorporated when possible under
2012 the laws of the state in which it exists. A congregation shall
2013 include in its articles of incorporation or other organizing
2014 documents a clause providing that the assets of the
2015 congregation will be transferred upon dissolution to the
2016 Association. Notwithstanding the foregoing, if a congregation
2017 obtains the prior written consent of the Association's Board of
2018 Trustees, the congregation may name an organization that is
2019 affiliated with the Association (such as a district or region,
camp,
2020 conference center or other congregation) as the recipient of
2021 the congregation's assets upon dissolution.

^{211B}2022 **Rule 3.3.6. Order of Administrative Procedure.**
2023 The order of administrative procedure:
2024 (a) Application for congregational membership in the
Association
2025 will first be referred to UUA staff.
2026 (b) UUA staff will seek information and advice with respect to all
2027 applications as follows:
2028 U.S. Congregations – District or Regional President or other
Official as designated in writing to the UUA Board or Trustees by the
District or Region.
2029 Other Congregations – Executive Officer of appropriate
2030 Unitarian or Universalist or Unitarian Universalist
2031 international group, if any.
2032 (c) UUA staff will make its recommendation to the President of
2033 the Association, and the President shall then make
2034 recommendations to the Board of Trustees of the UUA for its
2035 final action.

^{182B}2036 **Section C-3.5. Certification of Membership.**
^{212B}2037 **Rule 3.5.1. Required Annual Report.**
2038 In each fiscal year of the Association (July 1 to June 30), each
2039 member congregation shall file with the Secretary of the
Association
2040 an Annual Report on the form and in the manner provided by
the

2041 Association. The Annual Report shall include a certification by a 2042 minister or principal officer of the member congregation stating (a)

2043 whether or not the member congregation complied with the 2044 conditions set forth in Section C-3.5 of the Bylaws during the 2045 Association's prior fiscal year and (b) that the information provided

2046 to the Association in the Annual Report is true and correct to the 2047 best of the minister's or principal officer's knowledge.

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For purposes of determining compliance with 2048 Section C-3.5 of the

2049 Bylaws, a member congregation shall be deemed to have 2050 conducted 'regular religious services' if it has held at least 10 2051 services during the fiscal year.

2052 A member congregation's Annual Report for a particular fiscal year

2053 and, if submitted separately, the related certification must be 2054 received by the Association on or before February 1 following the

2055 close of that fiscal year whenever the regular General Assembly 2056 opens in June and otherwise on or before the close of business on

2057 the last business day which is at least 110 days before the date of

2058 the General Assembly next following the close of that fiscal year. If

2059 a member congregation's related certification is not received by the

2060 applicable deadline, it will still be deemed timely filed if the member

2061 congregation submits to the Association proof that it was mailed in

2062 accordance with the provisions of Rule G-13.4.2. Such proof may

2063 be in the form of a stamped or validated receipt for Registered or

2064 Certified Mail or a sworn statement attesting to the proper

2065 submission of the certification signed by the person responsible for

2066 its mailing.

2138 2067 Rule 3.5.2. Inactive Congregations

2068 In September of each year UUA staff shall initiate the process of

2069 contacting congregations in the inactive category to determine their

2070 status.

2071 This process includes:

2072 (a) requesting a list of congregations that have failed to submit 2073 an annual report for three consecutive fiscal years;

2074 (b) forwarding this list to the UUA's District Staff with copies to 2075 District or Regional Presidents or other appropriate District or

2076 (c) upon receipt of the annual inactive congregations list and 2077 pursuant to the UUA's by-laws section C-3.6, the UUA's

2078 District staff shall follow up with any congregation in their 2079 district;

2080 (d) after follow up the District or Regional staff shall make a 2081 recommendation

2082 at its April meeting.

2083 **Section C-3.7. Associate Member Organizations.**
2084 **Rule 3.7.1. Limitation of Associate Membership.**

2085 It shall be the policy of the Board of Trustees to limit admissions to

2086 associate membership to major continent-wide organizations.

2158 2087 **Rule 3.7.2. Non-Segregation.**

2088 Each associate member organization shall in all aspects of its work

2089 refrain from the practice of segregation based on race, ethnicity,

2090 gender, disability, affectional or sexual orientation, language,

2091 citizenship status, economic status, or national origin. This rule is

2092 not intended to preclude associate member organizations designed

2093 to benefit groups organized to ensure their fuller participation in the

2094 larger society and to fulfill their unique spiritual needs.

2168 2095 Rule 3.7.3. Application for Associate Membership.

2096 Each applicant for membership shall submit with its application: 2097 (a) an attested copy of its charter and, unless it is included in the

2098 charter, an attested copy of its purposes, objectives, and 2099 bylaws;

2100 (b) the approximate number of members in the organization;

2101 (c) a list of principal officers with their personal mail addresses 2102 and the principal mail address of the organization;

2103 (d) a financial statement showing income and expenses for the 2104 latest fiscal year preceding the date of filing and showing

2105 assets, liabilities and net worth as of the end of such fiscal 2106 year;

2107 (e) the dates upon which its governing board met during the 2108 twelve months immediately preceding the date of filing;

2109 (f) any yearly reports of its governing body and its principal 2110 officers sent to members during the twelve months

2111 immediately preceding the date of filing;

2112 (g) evidence that it enjoys tax exempt status: 2113 (1) under Section 501(c)(3) of the U.S. Internal Revenue

2114 Code of 1954;

2115 (2) as a registered charity as provided for in the Income 2116 Tax Act (Canada); or

2117 (3) under the laws of the country governing the applicant's 2118 tax status;

2119 (h) if the applicant does not enjoy tax exempt status, the reason 2120 or reasons it does not;

2121 (i) a statement outlining the intended use of associate 2122 membership, if granted, and the goals and objectives of the 2123 organization that will be served by such use;

2124 (j) a statement outlining what advantage it is believed there 2125 would be to the Association and to the furtherance of the 2126 principles of the Association outlined in Bylaw Section C- 2.2;

2127 (k) any other information which the Board of Trustees of the 2128 Association shall require; and

2129 (l) The contribution contemplated by Rule 3.7.10.

2178 2130 Rule 3.7.4. Annual Report.

2131 Except in the year when it is admitted to membership, each 2132 associate member shall send to the Association on or before April

2133 30 (i) an annual report which shall include the data required by 2134 subsections (b), (c), (d), (e) and (f) of Rule 3.7.3 and any other 2135 information which the Board of Trustees shall require and (ii) the

2136 contribution contemplated by Rule 3.7.10. If an associate member

2137 fails to comply with the provisions of this Rule, the Board of 2138 Trustees shall at its next regular meeting consider a finding of non-2139

2140 compliance and the termination of the associate membership status 2141 of such organization.

2188 2141 Rule 3.7.5. Report of Changes.

2142 Each associate member shall send the Association an attested 2143 copy of any changes in its charter, purposes, objectives, or

2144 bylaws

2145 as soon as any such changes are made, and shall notify the 2146 Association immediately of any change in its tax exempt status.

2198 2146 Rule 3.7.6. Representation of Associate Membership.

2147 No organization shall claim or represent in any manner that it is an

2148 associate member of the Association until such membership is 2149 voted by the Board of Trustees; and if and when any

2150 organization's

2151 associate membership expires or it is terminated, that 2152 organization

2153 shall immediately cease to claim, represent or imply in any 2154 manner

2155 that it is an associate member of the Association.

2208 2153 Rule 3.7.7. Mailing List.

2154 Each associated member shall place the Association on its 2155 regular

2156 mailing list.

2218 2156 Rule 3.7.8. Additional Criteria for Admission.

2157 Before granting associate membership, the Board of Trustees shall

2158 determine that the granting of such associate membership is likely

2159 to be of substantial benefit to the Unitarian Universalist movement.

^{222B}2160 **Rule 3.7.9. Yearly Grant of Associate Membership.**

2161 Associate membership for all new or existing associate members

2162 shall be granted by the Board of Trustees for a designated one-year

2163 period or portion thereof.

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^{223B}**Rule 3.7.10. Associate 2164 Member Contributions.**

2165 The contribution required to be submitted with an application for 2166 associate membership is \$500 for any applicant whose budget for

2167 the twelve months preceding its application for associate

2168 membership was \$1,000,000 or more and \$250 for any applicant

2169 whose budget for the twelve months preceding its application for

2170 associate membership was less than \$1,000,000. The contribution

2171 required to be submitted with an associate member's annual report

2172 is \$500 for any associate member whose budget for the twelve

2173 months preceding the due date of the annual report was

\$1,000,000

2174 or more and \$250 for any associate member whose budget for the

2175 twelve months preceding the due date of the annual report was less

2176 than \$1,000,000.

^{184B}2177 **Section C-3.8. Independent Affiliate Organizations.**

^{224B}2178 **Rule 3.8.1. Application for Independent Affiliate Status.**

2179 Each applicant for independent affiliate status shall submit with its

2180 application:

2181 (a) an attested copy of its charter, and, unless it is included in the

2182 charter, an attested copy of its purposes, objectives, and 2183 bylaws;

2184 (b) the number of members or member groups in the 2185 organization;

2186 (c) a list of the principal officers with their personal mail

2187 addresses, congregation membership or congregation where

2188 settled if the officer is a fellowshipped minister serving a

2189 Unitarian Universalist congregation, and the principal mail

2190 address of the organization;

2191 (d) the contribution contemplated by rule 3.8.9;

2192 (e) a financial statement showing income and expenses for the

2193 latest fiscal year preceding the date of filing and showing

2194 assets, liabilities and net worth as of the end of such fiscal

2195 year;

2196 (f) the dates upon which its governing board met during the

2197 twelve months immediately preceding the date of filing;

2198 (g) any yearly reports of its governing body and its principal

2199 officers sent to members during the twelve months

2200 immediately preceding the date of filing;

2201 (h) evidence of whether it enjoys tax exempt status:

2202 (1) under Section 501(c)(3) of the U.S. Internal Revenue

2203 Code of 1954;

2204 (2) as a registered charity as provided for in the Income

2205 Tax Act (Canada); or

2206 (3) under the laws of the country governing the applicant's

2207 tax status;

2208 (i) if the applicant does not enjoy tax exempt status, the reason

2209 or reasons it does not;

2210 (j) a statement outlining how its purpose, mission and structure

2211 models interdependence through engagement with our

2212 member congregations, coordination or collaboration of effort

2213 and resources; and a statement outlining how the

2214 organization supports the transformation of institutions and

2215 our world to be aligned with those values expressed in our

2216 Principles; and

2217 (k) any other information which the Board of Trustees of the

2218 Association shall require.

^{225B}2219 **Rule 3.8.2. Non-Segregation.**

2220 Each independent affiliate organization shall in all aspects of its

2221 work refrain from the practice of segregation based on race,

2222 ethnicity, gender, disability, affectional or sexual orientation,

2223 language, citizenship status, economic status, or national origin.

2224 This rule is not intended to preclude independent affiliate

2225 organizations designed to benefit groups organized to ensure their

2226 fuller participation in the larger society and to fulfill their unique

2227 spiritual needs.

^{226B}2228 **Rule 3.8.3. Annual Contribution and Report.**

2229 Except in the year when it is admitted to independent affiliate status,

2230 each independent affiliate organization shall send the Association

2231 on or before April 30 (i) an annual report which shall include the

2232 data required by subsections (b), (c), (f), (g) and (h) of Rule 3.8.1

2233 and any other information which the Board of Trustees shall require

2234 and (ii) the contribution contemplated by Rule 3.8.9. If an 2235 independent affiliate organization fails to comply with the provisions

2236 of this Rule, the Board of Trustees shall at its next regular meeting

2237 consider a finding of non-compliance and the termination of the 2238 independent affiliate status of such organization.

^{227B}2239 **Rule 3.8.4. Report of Changes.**

2240 Each independent affiliate organization shall send the Association

2241 an attested copy of any changes in its charter, purposes, objectives,

2242 or bylaws as soon as any such changes are made and shall notify

2243 the Association immediately of any change in its tax-exempt status.

^{228B}2244 **Rule 3.8.5. Representation of Independent Affiliate**

Status.

2246 No organization shall claim or represent in any manner that it is an

2247 independent affiliate with the Association until such status is voted

2248 by the Board of Trustees; and if and when any organization's 2249 independent affiliate status expires or it is terminated, that

2250 organization shall immediately cease to claim, represent or imply in

2251 any manner that it is affiliated with the Association.

^{229B}2252 **Rule 3.8.6. Mailing List.**

2253 Each independent affiliate organization shall place the Association

2254 on its regular mailing list.

^{230B}2255 **Rule 3.8.7. Additional Criteria for Admission.**

2256 Before granting independent affiliate status, the Board of Trustees

2257 shall determine that such affiliation is likely to be of substantial 2258 benefit to the Unitarian Universalist movement.

^{231B}2259 **Rule 3.8.8. Yearly Grant of Independent Affiliate Status.**

2260 Independent affiliate status for all new or existing independent 2261 affiliate organizations shall be granted by the Board of Trustees for

2262 a designated one-year period or portion thereof.

^{232B}2263 **Rule 3.8.9. Independent Affiliate Contributions.**

2264 The contribution required to be submitted with an application for 2265 independent affiliate status and with an independent affiliate's

2266 annual report is \$100.

^{186B}2267 **RULE IV General Assembly**

^{185B}2268 **Section 4.6. Notice of Meetings.**

^{233B}2269 **Rule 4.6.1. Mailing of Notice.**

2270 Notice of each regular and special General Assembly shall be given

2271 not less than sixty days before the date thereof to each certified 2272 member congregation, associate member organization, and trustee.

2273 Such notice shall be given by the Secretary or the Recording

2274 Secretary.

^{234B}2275 **Rule 4.6.2. Time of Notice.**

2276 Notice so sent shall be sufficient if mailed at Boston,

2277 Massachusetts, sixty days before any such General Assembly,
2278 addressed to the persons who according to the records of the
2279 Association are entitled thereto hereunder and sent to the
2280 addresses which appear on said records. When the Secretary
in

2281 his or her absolute discretion finds it desirable and practicable,
a

2282 copy of the notice shall be inserted in the denomination's
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publication most widely circulated 2283 within the denomination, in
the

2284 issue which will be circulated as near to sixty days before the
2285 General Assembly as possible.

^{235B}2286 **Rule 4.6.3. Content of Notice.**

2287 Such notice shall contain the date, time, and place where the
2288 General Assembly is to be held and shall state only that the
2289 business to be transacted will be set forth in the official agenda
2290 issued in accordance with the Bylaws. Such agenda need not
2291 accompany the notice. The original of such notice shall be
signed

2292 by the Secretary or Recording Secretary and be made a part of
the

2293 minutes of the General Assembly to which it pertains. The
2294 signature of the Secretary or Recording Secretary on copies of
any

2295 such notice may be printed or typewritten.

^{186B}2296 **Section C-4.7. Voting.**

^{236B}2297 **Rule G-4.7.1. Recording the Vote on Resolutions.**

2298 The vote on resolutions shall be recorded as having been
adopted:

2299 (a) unanimously; or

2300 (b) by a vote of two-thirds or more; or

2301 (c) by a specified vote for or against.

2302 When any resolution is reported by the Association, the
recorded

2303 vote on each resolution shall be included.

^{187B}2304 **Section C-4.9. Accreditation of Delegates.**

^{237B}2305 **Rule G-4.9.1. Number of Delegates.**

2306 The Secretary of the Association shall, consistent with the
Bylaws of

2307 the Association, determine the number of delegates to which
each

2308 certified member congregation and associate member
organization

2309 is entitled. The determinations of the Secretary may be
appealed to

2310 the Board of Trustees.

^{238B}2311 **Rule 4.9.1A. Merged, Consolidated, or Dissolved
2312 Congregations.**

2313 In the event a certified member congregation dissolves or
merges

2314 or consolidates with another congregation subsequent to its
filing

2315 the certified member certification form prescribed by Rule 3.5.1,
any

2316 delegate credentials outstanding on the date of dissolution or
2317 merger or consolidation are thereby rendered null and void. In
the

2318 event of merger or consolidation, the merged or consolidated
2319 certified member congregation shall be entitled during the current

2320 fiscal year of the Association to the number of delegate
credentials

2321 that reflects the total membership of the merged or consolidated
2322 congregation or to the number of delegate credentials that the
2323 certified member congregations merging or consolidating would

2324 have been entitled to but for the merger or consolidation,
whichever

2325 is less.

^{239B}2326 **Rule 4.9.2. Settled Ministers.**

2327 A settled minister for the purpose of accreditation as a delegate
2328 pursuant to Bylaw Section 4.8 (b) is (a) a minister engaged by a
2329 certified member congregation in compensated ministerial
activities

2330 which constitute fifty percent or more of a typical work schedule
or

2331 (b) a community minister who (1) maintains active involvement
in

2332 such congregation; (2) has written agreement with the
2333 congregation; (3) is in affiliation with the congregation; and (4) is
2334 compensated for community ministry work which constitutes
fifty

2335 percent or more of a typical work schedule recognized by the
2336 congregation as ministry. A congregation is entitled to the
number

2337 of accredited community minister delegates equal to the
number of

2338 delegates to which it is entitled under Bylaw Section 4.8(a). A

2339 minister emeritus/a shall previously have settled in such

2340 congregation as described in this Rule. A certified member

2341 congregation shall certify in writing that its minister delegates
meet

2342 the criteria for minister in accordance with this Rule.

^{240B}2343 **Rule G-4.9.3. Mailing of Credential Cards.**

2344 Not less than forty-five days prior to each General Assembly,
the

2345 Secretary of the Association shall send to each certified
member

2346 congregation and associate member organization entitled to be
2347 represented by delegates the proper number of delegate

2348 credentials. The Secretary shall also furnish trustees with

2349 credentials.

^{241B}2350 **Rule 4.9.4. Issuance of Duplicate Credential Card.**

2351 If a person who has been duly constituted a delegate arrives at
a

2352 General Assembly without a properly executed Credential Card,
the

2353 person may apply to the Secretary of the Association, or to one
or

2354 more persons designated by the Secretary, for a special
certificate

2355 of accreditation. The application shall be in writing on a form

2356 provided by the Secretary of the Association. It shall be signed
by

2357 the applicant under the penalties of perjury. The certificate shall
2358 contain at least the following:

2359 (a) the name of the congregation or associate member

2360 organization involved;

2361 (b) in the case of a delegate representing a member

2362 congregation other than a settled minister or emerita/us

2363 minister or an accredited director of religious education, a

2364 statement that the applicant is a member of that

2365 congregation; or in the case of a delegate representing an

2366 associate member organization, a statement that the

2367 applicant is a member of a certified member congregation;

2368 (c) a statement that the person was designated as a delegate

2369 under established procedures of the congregation or is a

2370 settled minister or emerita/us minister thereof or is an

2371 accredited director of religious education employed in the

2372 congregation, or was designated as a delegate of an

2373 associate member organization; and

2374 (d) a brief statement as to why the applicant is not able to

2375 present an official and properly executed accrediting card.

^{242B}2376 **Rule 4.9.5. Alternate Delegates.**

2377 Each certified member congregation may, in accordance with its
2378 own Bylaws or procedures, designate alternate delegates to
any

2379 General Assembly in such number, not in excess of the number
of

2380 delegates to which it is entitled, as it may determine. Alternate

2381 delegates shall be members of the certified member
congregation

2382 they represent. All alternates appointed must be provided by the

2383 member congregation with a certification of their appointment

2384 signed by an officer of the congregation.

^{243B}2385 **Rule G-4.9.6. Delegate Status.**

2386 Delegates and alternates may be designated to attend each

2387 General Assembly to be held in any fiscal year of the
Association or

2388 only a particular General Assembly as each member
congregation

2389 shall determine.

^{244B}2390 **Rule 4.9.7. Issuance of Alternate Credentials.**

2391 In order to be issued credentials admitting the alternate as a
2392 delegate to the General Assembly, the alternate must present
such

2393 certification and credential card and delegate badge of the delegate
2394 for whom such person is serving as alternate.

²⁴⁵⁸2395 **Rule G-4.9.8. Payment of Registration Fee.**

2396 All delegates, alternates and trustees must pay a registration fee in

2397 order to be admitted to the floor and vote at the General Assembly.

²⁴⁶⁸2398 **Rule 4.9.9. Amount of Fees.**

2399 The registration fee shall be set by the Board of Trustees.

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¹⁸⁸⁸**Section 4.12. UUA Statements of Conscience and Study/Action Issues for Social Justice.**

²⁴⁷⁸2402 **Rule G-4.12.1. Report of Comments on UUA**

Statements of Conscience.

2404 The Commission on Social Witness shall report to the General

2405 Assembly in summary fashion those comments on UUA

Statements

2406 of Conscience submitted to it by member congregations **and 2407 districts.**

²⁴⁸⁸2408 **Rule G-4.12.2. Study/Action Issues for Social Justice.**

2409 The Commission on Social Witness shall prepare (and the Board of

2410 Trustees shall include with the Tentative Agenda) a report

2411 summarizing the numbers and topics of the proposed

2412 Congregational Study/Action Issues submitted by the certified

2413 member congregations **districts**, and sponsored organizations as

2414 defined in Section 4.12(a)(1), and the criteria which it used in

2415 selecting proposed Congregational Study/Action Issues

included in

2416 the Congregational Poll. Each proposed Congregational

2417 Study/Action Issue that appears on the Tentative Agenda shall be

2418 accompanied by previous General Resolutions, actions and

2419 statements on related issues, with dates (if applicable), and the

2420 names or number of congregations submitting issues included

2421 within such proposed Congregational Study/Action Issue.

²⁴⁹⁸2422 **Rule G-4.12.3 Report on Implementation of UUA Statements of Conscience.**

2424 The UUA Administration shall report at each regular General

2425 Assembly regarding implementation of UUA Statements of

2426 Conscience with particular reference to the most recently adopted

2427 Statement of Conscience. Such report shall summarize

2428 implementation by member congregations, **Districts**, UUA staff and

2429 other Unitarian Universalist groups.

²⁵⁰⁸2430 **Rule 4.12.4 Mini-Assembly on UUA Statement of Conscience**

2432 During the regular General Assembly referred to in Section

2433 4.12(d)(1), a mini-assembly shall be held during which the proposed

2434 amendments to the revised UUA Statement of Conscience shall be

2435 accepted in writing. All such amendments shall be made available

2436 in writing to the General Assembly. The Commission on Social

2437 Witness shall finalize the UUA Statement of Conscience, and the

2438 chairperson of the Commission on Social Witness, in consultation

2439 with the moderator of the General Assembly, the parliamentarian

2440 and legal counsel, shall prioritize unincorporated amendments for

2441 consideration by the General Assembly.

¹⁸⁹⁸2442 **Section 4.16. Additions to the Agenda of Regular General Assemblies.**

²⁵¹⁸2444 **Rule G-4.16.1. General Assembly Actions of Immediate**

Witness, and Responsive Resolutions.

2446 The Moderator shall take such steps as the Moderator considers

2447 practical to advise delegates and other persons or bodies as early

2448 as possible, preferably in writing, of the contents of any actions or

2449 resolutions presented to the General Assembly which are not on the

2450 Final Agenda and which are admitted to the agenda pursuant to

2451 Article IV, Section 4.16 of the Bylaws; and some time shall be

2452 scheduled when the sponsor(s) of the action(s) or resolution(s) can

2453 discuss the action or resolution with those interested.

¹⁹⁰⁸2454 **Section 4.18. Agenda Rules.**

²⁵²⁸2455 **Rule G-4.18.1. Notice to Member Congregations and**

2456 Districts.

2457 By November 1 whenever in the fiscal year the General Assembly

2458 opens in June, otherwise not less than two hundred and ten days

2459 before each regular General Assembly, each certified member

2460 congregation **and district** shall be notified of the dates for submitting

2461 items for the Tentative and Final Agenda, the procedure to be

2462 followed, and the forms to be used.

²⁵³⁸2463 **Rule G-4.18.2. Business Resolutions and Study/Action**

2464 Issues for Social Justice.

2465 A Study/Action Issue for Social Justice is one that deals with issues

2466 of public policy within the province of the Department of Faith in

2467 Action. A Business Resolution directly involves the administration

2468 and structure of the Association.

2469 Any resolution submitted which, taken as a whole, has as its

2470 purpose the making of a statement of social concern or principle

2471 shall be deemed to be a Study/Action Issue for Social Justice.

2472 A Study/Action Issue for Social Justice or a UUA Statement of

2473 Conscience appearing on the Final Agenda shall not be amended

2474 so as to become a Business Resolution.

²⁵⁴⁸2475 **Rule G-4.18.3. Congregational Poll.**

2476 At the time of the mailing of the Tentative Agenda, each certified

2477 member congregation shall be requested to report by February 1,

2478 on a form provided, whether it recommends or does not recommend

2479 for action by the General Assembly the Business Resolutions,

2480 proposed Congregational Study/Action Issues in the first Cycle year

2481 and draft UUA Statements of Conscience in the Fourth Cycle year,

2482 or any additional years thereto pursuant to Section 4.12(d)(2)

2483 appearing on the Tentative Agenda, including the alternative

2484 versions of Business Resolutions (if any) submitted by the Board of

2485 Trustees. The recommendation with respect to each proposed

2486 resolution or issue must be certified by the minister, clerk or

2487 president of that congregation as being within the procedures of that

2488 congregation. Only a Business Resolution which a majority of the

2489 congregations voting on the resolution recommends for the action

2490 shall be eligible to be included on the Final Agenda from the

2491 Congregational Poll. If there is more than one version of a Business

2492 Resolution on the Tentative Agenda, the subject of the resolution

2493 shall be considered a single item on the Tentative Agenda and the

2494 Congregational Poll. All versions shall be listed consecutively within

2495 that item. An aye vote by a congregation for one or more versions

2496 shall be counted an aye vote for inclusion of a resolution on the

2497 subject in the Final Agenda. If support for the subject matter of the

2498 resolution is sufficient to make it eligible for inclusion on the Final

2499 Agenda, the version that receives the highest number of votes by
2500 the participating congregations shall be the one eligible for inclusion
2501 on the Final Agenda. From the Business Resolutions eligible from
2502 the Congregational Poll, the Board of Trustees shall include on the
2503 Final Agenda not more than the eight Business Resolutions
2504 receiving the highest number of "recommended for action" votes on
2505 the Congregational Poll. The Board of Trustees may also include
2506 on the Final Agenda alternative versions of Business Resolutions
2507 which are germane to those selected through the Congregational
2508 Poll. In the first Cycle year, the Board of Trustees also shall include
2509 on the Final Agenda not more than the five proposed
2510 Congregational Study/Action Issues receiving a majority of votes
2511 and the highest number of "recommended for action" votes on the
2512 Congregational Directives for General Assembly Action, provided
2513 that at least twenty-five percent (25%) of the congregations
2514 participated in the ballot vote for such proposed Congregational
2515 Study/Action Issues. If the number of proposed Congregational
2516 Study/Action Issues recommended for action in the Congregational
2517 Poll exceeds five and there is more than one such issue in fifth
2518 position as a result of a tie vote, all issues in fifth position shall be
2519 referred to the Final Agenda by the Commission on Social Witness.
2520 In the fourth Cycle year, or any additional years thereto pursuant to
2521 Section 4.12(d)(2), the Board of Trustees shall further include on the
2522 Final Agenda a proposed UUA Statement of Conscience, provided
2523 that at least twenty-five percent (25%) of the congregations
2524 participated in the ballot vote for such draft UUA Statement of
2525 Conscience. A report of the vote by which each resolution on the
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Tentative Agenda was or was not "recommended 2526 for action" shall
2527 be included on the Final Agenda. All Business Resolutions that are
2528 included on the Final Agenda shall be discussed during the General
2529 Assembly in a mini-assembly.

~~2530 Rule 4.18.4. Matters Submitted by Districts~~
~~2531 In the event that a proposed amendment to a Rule or to a Business~~
~~2532 Resolution that was submitted by a district is to be considered at a~~
~~2533 General Assembly, the district that submitted the proposed~~
~~2534 amendment or resolution may, in accordance with its own~~
~~2535 procedures, designate a representative to speak in support of the~~
~~2536 amendment or resolution at the General Assembly. The~~
~~2537 representative must be provided by the district with a certification of~~
~~2538 the representative's appointment signed by an officer of the district.~~

^{191B}2539 **Section 4.19. Rules of Procedure.**
^{256B}2540 **Rule G-4.19.1. Adoption of Rules of Procedure.**
2541 The Board of Trustees shall offer rules of procedure for adoption at
2542 the first session of each General Assembly.
^{19B}2543 **RULE V Committees of the Association**
2544 No existing rules applicable to Article V.
^{20B}2545 **RULE VI Board of Trustees**
^{192B}2546 **Section 6.4. Election of Trustees.**

^{257B}2547 **Rule 6.4.1. Division of Districts Assignment of Trustees for Election Purposes.**
2548 The Trustees representing districts are divided into the following two
2549 groups:
2550 GROUP A GROUP B
2551 Clara Barton Ballou Channing
2552 Florida Central Midwest
2553 Mid-South Heartland
2554 Mountain Desert Joseph Priestley
2555 Ohio Meadville Massachusetts Bay
2556 Pacific Northwest Metropolitan New York
2557 Pacific Southwest Northern New England
2558 Southwest Pacific Central
2559 St. Lawrence Prairie Star
2560 Southeast
As of April 2014, the Trustee slots were assigned numbers as follows:
1 Natalia Averett
2 Rob Eller-Isaacs
3 Clyde Grubbs
4 Susan Weaver
5 Donna Harrison
6 Lew Phinney
7 Susan Ritchie
8 Sarah Stewart
9 Michael Salwasser
10 Julian Sharp
11 James Snell

^{259B}2561 **Rule 6.6. Qualification of Trustees.**
^{258B}2562 **Rule 6.6.1. Multiple Memberships.**
2563 For purposes of applying the Bylaw provision that no more than one
2564 trustee shall be a member of the same member congregation, a
2565 person holding membership in more than one member congregation
2566 shall be treated as being a member only of that member congregation whose services such person most regularly attends.
2567 The Secretary shall make any determinations required by this rule,
2568 subject to appeal to the Board of Trustees, with the affected trustee
2569 or trustees not voting.
^{259B}2571 **Rule 6.6.2. Implementation of Section 6.6.**
2572 If at the close of a General Assembly election, the results are such
2573 that, except for the provisions of Section 6.6, more than one person
2574 from the same congregation would serve at the same time on the
2575 Board of Trustees,
2576 (a) if the conflict arises solely from the election just held, the
2577 Secretary of the Association shall thereupon declare that the
2578 persons so elected are disqualified and that the offices to
2579 which they have been so elected are vacant and are to be
2580 filled as provided in the Bylaws.
2581 (b) if the conflict arises because one person from a congregation
2582 is already serving on the Board of Trustees and another
2583 person from that congregation has just been so elected, the
2584 Secretary of the Association shall declare that the person just
2585 elected is disqualified and the office to which such person has
2586 been elected is vacant and that the vacancy is to be filled as
2587 provided in the Bylaws.
^{21B}2588 **RULE VII Committees of the Board of Trustees**
2589 No existing rules applicable to Article VII.
^{22B}2590 **RULE VIII Officers of the Association**
^{193B}2591 **Section 8.1. Officers Enumerated.**
^{260B}2592 **Rule 8.1.1. Officers Enumerated.**
2593 The appointed salaried officers of the Association shall include an
2594 Executive Vice President.
^{194B}2595 **Section 8.11. Executive Vice President.**
^{261B}2596 **Rule 8.11.1. Executive Vice President.**

2597 The Executive Vice President shall have responsibility under the
2598 President for the administrative affairs of the Association and shall

2599 perform such other duties as may be assigned to such officer.

^{195B}2600 **Section 8.17. Other Appointed Officers.**

^{262B}2601 **Rule 8.17. Other Appointed Officers.**

2602 The members serving without pay on the Ministerial Fellowship
2603 Committee, Finance Committee, and Investment Committees are

2604 designated as officers of the Association for the purposes, only,
of

2605 carrying out their duties as members of such committees. The

2606 powers and duties of such members are as defined in the
Bylaws,

2607 Rules, and Policies adopted by the Board of Trustees.

^{23B}2608 **RULE IX Nominations and Elections**

^{195B}2609 **Section 9.4. Nomination by Nominating Committee.**

^{255B}2610 **Rule G-9.4.1. Report of the Nominating Committee.**

2611 (a) Any person who applies to the Nominating Committee for
2612 nomination for the position of Financial Advisor or trustee

2613 shall submit by the application deadline a one-page statement
2614 of qualifications.

2615 (b) The report of the Nominating Committee required by Section

2616 9.4(d) may be mailed to certified member congregations,

2617 associate member organizations, and trustees either

2618 electronically or in hard copy. The report shall promptly be

2619 posted on the Association's website. The report shall include

2620 the statement of qualifications submitted by each nominee for

2621 Financial Advisor or trustee.

^{196B}2622 **Section 9.11. Counting of Ballots.**

^{263B}2623 **Rule G-9.11.1. Tie Vote-Elected Committee Position.**

2624 If a tie vote occurs in filling an elected committee position when
only

2625 one person is to be elected, or occurs in filling a slate when the

2626 slate cannot be completed without resolving the tie, then as
soon as

2627 possible before the final adjournment of the General Assembly

2628 involved, additional ballots shall be cast by those present and

2629 entitled to vote, except that initially the Moderator shall not vote.

2630 The additional ballots shall contain only the names of the

2631 candidates who are tied. These ballots shall be counted along
with

2632 a recounting of the ballots cast for the tied candidates by
absentee

2633 ballots, and the result of the foregoing procedures shall
determine

2634 the election, unless there is still a tie, in which case the
Moderator

2635 shall then cast a ballot to resolve it.

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^{264B}**Rule G-9.11.2. 2636 Tie Vote-Moderator.**

2637 If the tie involves the election of a Moderator, the proceedings
to

2638 resolve the tie shall be presided over by the Secretary of the

2639 Association who, in all matters involving the resolutions of the
tie,

2640 shall have the rights and duties of the Moderator.

^{265B}2641 **Rule G-9.11.3. Tie Vote-President, Moderator, Financial**

2642 Advisor, or Trustee.

2643 If, in the election of a President, Moderator, Financial Advisor,
or

2644 Trustee, in any particular counting of the preferential ballots,

2645 including absentee ballots, there is a tie vote among candidates

2646 having the least number of votes, then each such tied candidate

2647 shall be eliminated, and in the next counting, the ballots

2648 accumulated for said candidate shall be redistributed among the

2649 remaining candidates on the basis of the highest effective

2650 preferences marked on all the ballots that have been cast.

2651 However, if in this process, such elimination leaves only a
single

2652 candidate who in that counting still does not have a majority of
the

2653 counted votes, or if only two candidates remain in the contest
and

2654 they are tied, then there shall be as many run-off election

2655 procedures, conducted under the provision of Rule G-9.11.1, as
are

2656 necessary to result in the election of a President, Moderator,

2657 Financial Advisor, or Trustee by at least a majority of the votes
cast.

^{197B}2658 **Section 9.13. Rules for Nominations and Elections.**

^{266B}2659 **Rule G-9.13.1. Preparation and Mailing of Ballot.**

2660 Unless no ballot is required according to Section 9.9(a), prior to
2661 each regular General Assembly at which an election is to be
held,

2662 the Secretary shall prepare ballots upon which shall appear the

2663 names of all persons who have been nominated for office in

2664 accordance with these Bylaws. One such ballot shall be sent
with

2665 each credential card issued by the Secretary.

^{267B}2666 **Rule G-9.13.2. Order of Names on Ballot.**

2667 On all ballots used in elections held by the Association, the
order of

2668 names shall be determined by the drawing of lots done by the

2669 Secretary and witnessed by two other persons; provided,
however,

2670 that the order of names for elections to the Board of Trustees
shall

2671 be by Board position number first, and then as determined
above.

2672 The Secretary shall certify the results of the drawing of lots, the

2673 certificate shall be attested by the witnesses, and the certificate

2674 shall be filed in the Secretary's office. This Rule shall be printed
on

2675 all official ballots or on the instructions accompanying them.

^{268B}2676 **Rule G-9.13.3. Write-ins Prohibited.**

2677 In any election, the use of stickers or the writing in of the name
of

2678 any person on a ballot shall not be permitted and no vote so

2679 attempted shall be counted.

^{269B}2680 **Rule G-9.13.4. Absentee Ballots.**

2681 A mailed absentee ballot shall be counted only if accompanied
by

2682 the signed and certified ballot stub of the credential card of the

2683 person casting the ballot. An electronic absentee ballot shall be

2684 counted only if the delegate has complied with established
secure

2685 voting protocols.

^{270B}2686 **Rule G-9.13.5. Balloting at General Assembly.**

2687 A person shall be qualified to cast a ballot at General Assembly
only

2688 if that person presents to the Secretary of the Association or
those

2689 employed by him or her a properly certified ballot stub plus a
badge

2690 issued to that person and containing the same name as the
name

2691 on the ballot stub. An electronic ballot shall be counted only if
the

2692 delegate has complied with established secure voting protocols.

^{271B}2693 **Rule G-9.13.6. Campaigns for Elective Office.**

2694 Each candidate for an at-large elective position may submit to
the

2695 Association a campaign statement. The Association will post

2696 electronically the statements of all candidates. Notice of the
posting

2697 shall be distributed to the congregations with the absentee

2698 ballots and electronically, and to the delegates as a part of the
final

2699 agenda.

^{272B}2700 **Rule G-9.13.7. Length of Campaigns for President**

and

2701 Moderator.

2702 (a) Campaigns for President and Moderator may appropriately

2703 begin with small campaign committee organizational

2704 meetings and mass mailing letters no earlier than November 1

2705 of the second year preceding the election.

2706 (b) Active campaigning and solicitation of endorsements shall
not

2707 begin prior to January 1 of the year preceding these elections.
2708 (c) No electioneering (defined as publicly announced meetings,
2709 rallies or exploratory events) of any sort shall occur at the
2710 General Assembly two years preceding the elections for
2711 President and Moderator. Private meetings about campaign
2712 organization that take place outside of General Assembly 2713
booked meeting spaces are permissible.

²⁷³⁶2714 **Rule G-9.13.8 Campaign Finances Disclosure.**

2715 All candidates for at-large elective positions shall keep detailed and
2716 accurate records of:
2717 (a) their campaign expenses (stated in United States dollars) by
2718 categories of travel, postage, telephone, printing and other
2719 such categories as seem appropriate;
2720 (b) the number of contributors to their campaigns, including the
2721 number of contributors in each of the following categories:
2722 (1) under \$50.00;
2723 (2) \$50.00 to \$100.00;
2724 (3) \$101.00 to \$250.00;
2725 (4) \$251.00 to \$500.00; and
2726 (5) over \$500.00; and
2727 (c) the number of contributions and the total amount of
2728 contributions received from each group or organization
2729 supporting the campaign.
2730 No candidate for any elective position shall solicit or knowingly
2731 accept any contribution that is given through a tax-exempt entity
2732 with the purpose of conferring tax-exempt status to the
2733 contribution
2734 to which it would not otherwise be entitled. Such exempt entities
2735 include but are not limited to member congregations, associate
2736 member organizations and independent UUA affiliates.
2737 The names of contributors shall be disclosed. Each such report
2738 shall identify by name any member congregation, associate
2739 member organization or independent affiliate of the Association
2740 and
2741 any other tax exempt organization (including specifically, but
2742 without
2743 limitation to, any minister's discretionary fund or similar account)
2744 that has made any contribution to the campaign and shall state
2745 the
2746 amount of each such contribution. Such reports shall be filed
2747 with
2748 the Secretary of the Association. A preliminary report shall be
2749 due
2750 at the close of the first day of the regular General Assembly at
2751 which the election occurs. A final report shall be due 60 days
2752 thereafter. The Secretary shall, upon written request from a
2753 member of a member congregation, furnish such information
2754 from
2755 these reports as requested. These reports shall be made
2756 available
2757 for inspection by any member of a member congregation at the
2758 principal offices of the Association and shall be brought by the
2759 Secretary to the next General Assembly and made available for
2760 inspection there by any delegate.

²⁷⁴⁸2753 **Rule G-9.13.9. Separation of Campaigns from
Conduct**

of Official Business.

2754 (a) When running for office, candidates shall be prohibited from
2755 engaging in any electioneering or campaigning during the
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conduct of official business of the Unitarian 2757 Universalist
2758 Association.

2759 (b) Financial accounting and bookkeeping procedures shall be
2760 established which make it explicit that no monies of the
2761 Association were used in the financing of a candidate's
2762 campaigning or electioneering activities.

²⁷⁵⁸2763 **Rule G-9.13.10 Election Campaign Practices
Committee.**

2764 (a) An Election Campaign Practices Committee is hereby
2765 established and shall consist of three persons to be appointed
2766 by the Board of Trustees for a term of two years each, and
2767 the Secretary, ex-officio, without vote. The Board shall
2768 designate one of the appointed members to chair the
2769 Committee. The appointed members' terms shall begin at the
2770 close of General Assembly in odd-numbered years. The
2771 Board may appoint an individual to fill a vacancy in
2772 membership of the Committee; persons appointed to fill a

2773 vacancy shall serve the balance of the vacating member's
2774 term. Persons appointed to the Committee shall remain
2775 neutral in elections held while they are serving and shall not
2776 engage in electioneering. Persons who seek nomination
2777 pursuant to Bylaw Sections 9.4, 9.5, or 9.6 are ineligible to
2778 serve on the Committee once they begin seeking nomination,
2779 and shall be deemed to have resigned from the Committee
2780 effective upon seeking nomination if they are then serving.
2781 (b) The duties of the Election Campaign Practices Committee
2782 shall be:

2783 (1) to distribute the campaign practices guidelines and
2784 financial disclosure rules to candidates for at-large
2785 elective positions not later than thirty days after
2786 nomination by the nominating committee or receipt of
2787 petition;
2788 (2) to receive and consider written complaints of alleged
2789 violations of such guidelines or rules; if the committee
2790 finds probable cause to establish that a violation exists,
2791 to notify a candidate or a number of candidates how
2792 they may voluntarily comply with guidelines or rules and
2793 how long they have to do so; to attempt to mediate
2794 disputes arising from such complaints; and, if no
2795 satisfactory resolution of a complaint is achieved, to
2796 adjudicate the dispute and report the adjudication in
2797 writing to the candidates affected;
2798 (3) to hold such hearings as may, at the Committee's
2799 discretion, be necessary or desirable to carry out the
2800 intent of subsection 2 above; and
2801 (4) to report on its activities and any recommendations it
2802 may have to the Board of Trustees at its October
2803 meeting following the elections.

2804 (c) If compliance to an adjudicated decision is not implemented
2805 by the stated deadline, the Committee is authorized to block
2806 or remove Association-subsidized privileges from the
2807 candidate's campaign.

2808 Candidates adjudicated to be in serious violation of Rule G-
2809 9.13.6(c) may have their names removed from the ballot. Any
2810 such

2811 action pursuant to rule G-9.13.10(c) shall be reported to the
2812 Board
2813 and to the General Assembly. Such adjudication by the ECPC
2814 would be subject to automatic review by the Board Executive
2815 Committee according to the provisions of Rule G-9.13.10(d).
2816 (d) Any candidate aggrieved by the Committee's adjudication
2817 may, within ten days of the mailing of the adjudication, appeal
2818 in writing to the Executive Committee of the Board of
2819 Trustees, which shall have exclusive jurisdiction to hear and
2820 determine such an appeal. The Executive Committee shall
2821 report its decision on the appeal in writing to the affected
2822 candidates as expeditiously as feasible. The Executive
2823 Committee of the Board of Trustees is authorized to issue any
2824 order or ruling it deems appropriate in connection with such a
2825 decision.

2826 (e) Any member of the Executive Committee of the Board of
2827 Trustees who is a candidate for UUA elective office shall not
2828 participate in any manner in the determination of any appeal
2829 from an adjudication of the Election Campaign Practices
2830 Committee.

²⁴⁸2830 **RULE X Finance and Contracts**

¹⁹⁸⁸2831 **Section 10.1. Annual Budget.**

²⁷⁶⁸2832 **Rule G-10.1.1 Presentation of Association
Budget.**

2833 At each regular General Assembly the Board of Trustees shall
2834 present budgets for both the Current Fiscal Year and the
2835 Succeeding Fiscal Year. Current Fiscal Year means the fiscal
2836 year
2837 of the Association which has just begun or which is about to
2838 begin
2839 at the time when the Assembly is held. Succeeding Fiscal Year
2840 means the year following the Current Fiscal Year.

²⁷⁷⁸2839 **Rule G-10.1.2. Expense Categories.**

2840 (a) Expense estimates in budgets presented by the Board shall
2841 be broken down by major categories or functions in such
2842 manner as the Board shall determine.

2843 (b) The Current Fiscal Year budget shall contain a separate
2844 expense category provision for contingencies, the amount of
2845 which shall be a minimum of 3% of the total of all unrestricted
2846 expense categories, exclusive of the provision for
2847 contingencies.

^{278B}2848 **Rule G-10.1.3. Estimated Income.**
2849 Income amounts in the budget for the Current Fiscal Year shall
2850 represent the Board's best estimates of income from all
sources.
2851 Income from the Annual Fund as so estimated shall be an
amount
2852 which is not more than 7 percent greater than the actual Annual
2853 Fund income of the fiscal year preceding the Current Fiscal
Year.
2854 In the budget for the Succeeding Fiscal Year, income from the
2855 Annual Fund shall be estimated at an amount which represents
the
2856 Board's best estimate of the achievable results for such year.

^{279B}2857 **Rule G-10.1.4. Procedures for Budget
Consideration.**

2858 Any action by a General Assembly with respect to budgets shall
be
2859 taken under the following procedure:
2860 (a) A budget hearing shall be held as part of the General
2861 Assembly program at a time when the Assembly is not in
2862 formal business session.
2863 (b) Main motions concerning budgets which are to be made in a
2864 formal business session shall be filed in writing with a person
2865 or persons designated by the Moderator as early as possible
2866 prior to or during the General Assembly but in any event on or
2867 before the day prior to the Business Session at which the
2868 proposed motion will be in order for adoption. The Moderator
2869 shall take such steps as the Moderator considers practical to
2870 advise delegates and other persons or bodies as early as
2871 possible, preferably in writing, of the contents of the motions
2872 so filed.
2873 (c) Any action with respect to the budget for the Current Fiscal
2874 Year calling for increased spending in any category shall
2875 provide for equivalent reductions in other categories of
2876 spending and specify the categories in which such reductions
2877 are to be made.
2878 (d) No action may be taken with respect to the Current Fiscal
2879 Year budget which shall be inconsistent with either Rule G-
2880 10.1.2(b) or G-10.1.3.

*UUA Bylaws: 25
54089151*

^{280B}2881 **Rule G-10.1.5. Board of Trustees Report.**

2882 At each General Assembly the Board of Trustees shall make an
2883 accounting of its actions taken since the preceding General
2884 Assembly with respect to any budget votes of the preceding
2885 General Assembly.

^{199B}2886 **Section 10.8. Contracts and Securities.**

^{281B}2887 **Rule 10.8.1. Contracts and Securities.**
2888 The Executive Vice President may sign and attest deeds,
2889 mortgages, contracts, and other documents to which the
2890 Association is a party.

^{255B}2891 **RULE XI Ministry**

^{200B}2892 **Section 11.2. Ministerial Fellowship Committee.**

^{282B}2893 **Rule 11.2. Ministerial Fellowship Committee.**
2894 The rules of the Ministerial Fellowship Committee are printed
2895 separately and are available on request.

^{201B}2896 **Section 11.8 Procedure on Appeal.**

^{283B}2897 **Rule 11.8. Procedure on Appeal.**

2898 The rules of the Ministerial Fellowship Board of Review are
2899 available on request.

^{265B}2900 **RULE XII Religious Education Credentialing**

^{275B}2901 **RULE XIII Regional Organizations**

^{202B}2902 **Section C-13.2. Establishment.**

^{284B}2903 **Rule G-13.2.1. Establishing Districts or Regions.**

*2904 (a) There shall be districts named Ballou-Channing, Clara
2905 Barton, Florida, Joseph Priestley, Massachusetts Bay,
2906 Metropolitan New York, MidAmerica, Mountain Desert, Mid-
2907 South, Northern New England, Ohio Meadville, Pacific
2908 Central, Pacific Northwest, Pacific Southwest, St. Lawrence,
2909 Southeast, and Southwestern.*

2910 (ba) Each district or region shall be composed of the
congregations

2911 assigned to that district or region by the Board of Trustees

2912 (eb) The boundaries of each district or region encompass the
areas served

2913 by its member congregations.

2914 (ec) Upon application to the Board of Trustees and after notice

2915 and an opportunity to be heard is afforded the affected
2916 districts or regions, a congregation may change its district or
regional membership

2917 with approval of the Board of Trustees.

2918 (ed) The District Map of Districts or Regions published in the
Annual Directory contains

2919 boundaries that are an approximation only of the boundary

2920 lines determined pursuant to subparagraph (c) above and are

2921 intended primarily as a guide for the newly admitted

2922 congregation in determining its membership.

2923 (fe) Transition Provision. The amendments to Rule G-13.2.1

2924 deleting the Central Midwest, Heartland, and Prairie Star

2925 Districts shall not become effective until those Districts

2926 dissolve. This transition provision shall automatically be

2927 deleted from the bylaws following the first regular General

2928 Assembly occurring after all of those districts have dissolved.

2929

^{285B}2930 **RULE XIV Rules**

^{203B}2931 **Section 14.4. Miscellaneous Rules.**

^{285B}2932 **Rule G-14.4.1. Performance of Acts.**

2933 When the last day for the performance of any act required
under the

2934 Bylaws or Rules falls on a Saturday, Sunday, or a day which is
a

2935 legal holiday in the place where the act is to be performed, the
act

2936 may be performed on the next succeeding business day.

^{286B}2937 **Rule G-14.4.2. Receipt of Documents.**

2938 When any ballot, petition, notice, document, or material of any
kind

2939 whatsoever is required to be filed with, delivered to, or received
by

2940 the Association or an officer, board, committee, or agent thereof
on

2941 or before a certain day, the same shall be considered to have
been

2942 so filed, delivered, or received only if it is postmarked seven
days

2943 prior to said certain day or actually received at the office of the
2944 Association at 25 Beacon Street, Boston, Massachusetts
02108, on

2945 an earlier day or not later than 5:00 p.m. on said certain day.

^{295B}2946 **RULE XV Amendments**

^{204B}2947 **Section 15.2. Submission of Proposed
Amendments.**

^{287B}2948 **Rule G-15.2.1. Form of Submission.**

2949 A proposed amendment to the Bylaws submitted by certified
2950 member congregations of a district must include:

2951 (a) the Article and Section which it is proposed to amend or
2952 repeal;

2953 (b) a concise summary of the principal arguments on which the
2954 proponents rely; and

2955 (c) other Articles (or Sections) or "G" Rules affected by the
2956 proposed amendment and proposed text of any necessary

2957 conforming amendments and "G" Rules.

2958 PRINTED IN THE U.S.A.

2959 Unitarian Universalist Association was given corporate status in
2960 May 1961 under special acts of legislature of The
Commonwealth of

2961 Massachusetts and the State of New York. See Chapter 148 of
the

2962 acts of 1960 of the Massachusetts legislature and Chapter 827
of

2963 the Acts of 1960 of the New York legislature. Copies of said
Acts

2964 are attached to the minutes of the organizing meeting of the
2965 Association held in Boston, Massachusetts, in May 1961 and
also

2966 are printed in the 1961-62 Directory of the Association.