

# UNITARIAN UNIVERSALIST ASSOCIATION OF CONGREGATIONS

48<sup>TH</sup> ANNUAL  
**GENERAL ASSEMBLY**  
A MEETING OF CONGREGATIONS



Salt Lake City, Utah

June 24 -28, 2009



# AGENDA

# **Business Process**

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## **Mini-Assemblies**

All business of the General Assembly is conducted in Plenary Sessions. Mini-Assemblies offer opportunities in small sessions for delegates to speak on issues, find out more about individual business items before a vote in plenary, and propose amendments to the business item or social witness statement. The Planning Committee or the Commission on Social Witness may move amendments to business items as a result of discussion in Mini-Assemblies.

## **Bylaw and Rule Amendments**

There will be a special assembly, held in the Plenary Hall on Friday from 6:45 p.m. to 8:00 p.m. to discuss the proposed Article II bylaw change (the Purposes & Principles). Delegates later vote in Plenary whether to send the proposal to congregations for a year's discussion. If voted up, a vote to adopt would be in 2010.

## **UUA Statement of Conscience (Peacemaking)**

Discussion of the proposed UUA Statement of Conscience takes place in the two-part Mini-Assembly on Thursday from 9:00 a.m. to 10:15 a.m. and from 10:45 a.m. to 12:00 p.m. in the Salt Palace room 255 D. Amendments may be introduced only as called for at the Mini-Assembly. The vote to adopt is scheduled for a Plenary Session.

## **Actions of Immediate Witness**

Proposed Actions of Immediate Witness (AIWs) must be posted in the CSW exhibit booth (#818) by 5:00 p.m. on Thursday. The complete AIW, along with the requisite delegate signatures, must be filed in the GA Office (Room 150 G in the Salt Palace) by 5:00 p.m. on Friday. Prior to voting on adoption on Sunday, preliminary action on AIWs will be taken in Plenary Session on Saturday, and Mini-Assemblies to discuss the proposed AIWs and offer amendments will be held on Saturday at 11:00 a.m. in the Marriott Hotel in the following rooms: Deer Valley I, II, III and Grand Ballroom Salons A, B & C.

## **Budget Hearing**

The UUA Finance Committee members and UUA officers conduct a hearing on the 2009 - 2010 budget Friday at 11:00 a.m. in Room 250 F of the Salt Palace. This session offers an opportunity to ask questions about and consider changes to the budget. Motions on the budget must be submitted in writing in the GA Office (Room 150 G in the Salt Palace) by 5:00 p.m. on Saturday, for consideration Sunday.

## UUA General Assembly June 24-28, 2009

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# Living the Democratic Process

## Purpose

**GENERAL ASSEMBLY: A MEETING OF CONGREGATIONS** is an annual opportunity for delegates from member congregations to affirm, promote, and practice the democratic process while conducting the business of the Association.

**RULES OF PROCEDURE** are adopted at the start of the Assembly. They are printed (as proposed but not necessarily as adopted) in the GA Agenda. The Rules of Procedure are designed to help the delegates effectively represent their congregation.

## Speaking in Plenary

Before speaking you must be recognized by the Moderator, and to be recognized you must be at a microphone. The Moderator recognizes you by referring to the microphone (“I recognize the delegate at the Pro microphone...”).

Any **DELEGATE** may speak; non-delegates need the consent of the Moderator or vote of the Assembly to admit the speaker to the floor. (This happens only rarely.) Once recognized, identify yourself (name and society from which you are a delegate), e.g., “I’m Chris Doe from Rip Roaring Congregation of Great City, Ohio.”

**BE SUCCINCT** and remember you have only two minutes. You may speak on a motion only once as long as others wish to speak.

Speaking time is limited. Do not speak if your point has already been made by another speaker. Be respectful of other delegates by only speaking when you have something important to add to the discussion.

There are four microphones: **PRO**, **CON**, **PROCEDURE** and **AMENDMENT**

- ◆ To speak in favor - go to the **PRO** mike.
- ◆ To speak against - go to the **CON** mike.
- ◆ To make an amendment – go to the **AMENDMENT** Table for assistance.
- ◆ To raise a procedural issue, go to the **PROCEDURE** mike.

**PROCEDURAL** questions are limited to:

- ◆ Parliamentary inquiry
- ◆ Points of order and information
- ◆ Question of privilege
- ◆ Motions to extend or limit time of debate, change the order of business, recess, or adjourn.

**TIME USED ON PROCEDURAL ISSUES IS INCLUDED** in the time set for debating the item on the floor. Procedural issues must be raised at the Procedure microphone. They take precedence over discussion.

The **AMENDMENT** mike is used only for making an amendment that has first been processed at the Amendment Table.

## Debate

**THERE MUST BE 15 MINUTES OF DISCUSSION ALLOWED ON THE MOTION AS PRINTED** (or as presented by the Planning Committee or Commission on Social Witness) before an amendment may be proposed unless the Rules of Procedure specify otherwise. If no one is standing at a microphone to speak on the motion as presented, this time may be shortened. The Moderator alternates recognizing speakers at **PRO** and **CON** microphones.

**AFTER 15 MINUTES OF DEBATE, AMENDMENTS MAY BE PRESENTED.** Debate takes place on each amendment until it is resolved. *Only one amendment may be presented at a time.* (You can’t amend an amendment.)

An amendment may be to insert new words, delete words, or to delete and insert. Each amendment may cover only one subject. An amendment may not change a non-business resolution into a Business Resolution; for example, you can’t add language to an Action of Immediate Witness that requires specific action from congregations or the UUA Board or staff. Before an amendment may be presented to the delegates, it must be presented in writing at the Amendment table next to the Amendment mike (see also “Mini-Assembly” below).

Some motions must be filed prior to the opening of a session, particularly ones concerning the **BUDGET**. See Rules of Procedure in the Final Agenda for deadlines and place for filing them.

Motions of Amendment to items on the Agenda, Actions on Reports, etc., may be made as part of the debate. Be careful that your motion does not change the meaning so much that it is a substitute rather than an amendment. At times, you may make a substitute motion but must recognize it as such.

## Voting

Delegates vote by:

- ◆ Voice (call for ayes and nays)
- ◆ Uncounted show of voting cards
- ◆ Counted show of voting cards
- ◆ Written ballot

The Moderator is responsible for determining whether a motion passed or failed. A delegate who disagrees with the Moderator's determination may come to the procedural microphone and ask for a counted vote. At least 99 other delegates must support the request to force the counted vote.

It is crucial that you bring your voting card with you to each Plenary Session. Voting cards are difficult to replace, if lost, and you cannot vote without your card. As a delegate, you may not give your voting card to anyone else to use.

## Mini-Assembly

A Mini-Assembly is an opportunity for delegates to propose amendments to resolutions on the final agenda and to the proposed Actions of Immediate Witness admitted to the final agenda. It's an opportunity to discuss the proposed amendments, and, for the Statement of Conscience, to work collaboratively with other delegates to draft amendments. Mini-Assemblies save Plenary time and permit freer debate than plenaries do. It is not possible to offer an amendment to a business resolution, bylaw change, rule change, or social witness statement during plenary debate if it was not submitted for consideration at the appropriate mini-assembly.

There is a mini-assembly scheduled for the rule changes listed on the final agenda. All mini-assemblies are listed in the program.

After a Mini-Assembly and before voting in Plenary Session, the Planning Committee may incorporate proposed amendments into a Business Resolution or a Bylaw and the Commission on Social Witness may incorporate proposed amendments into a Statement of Conscience or an Action of Immediate Witness. For Statements of Conscience, the Commission on Social Witness is required to report all amendments to the GA delegates. The Commission on Social Witness can prioritize the amendments, including the order of their presentation at the amendment microphone in Plenary. If you wish to modify the Statement of Conscience, plan to attend the entire mini-assembly and work collaboratively with other delegates to suggest amendments.

## Budget Hearing

At the Budget Hearing questions may be answered, but no motions may be made. Motions to modify the budget must be made in writing by the time announced in the Rules of Procedure. Budget motions, if adding funds to an item or proposing new spending, must specify which other specific categories are to be reduced. See Rule G-10.1.4.

## Statements of Conscience

Based on feedback from the mini-assembly, the Commission on Social Witness may recommend that the delegates change the length of time the statement is debated before amendments are in order.

Debate is limited to 12 minutes per amendment.

## Actions of Immediate Witness

Sometimes significant actions, events, or developments occur that delegates may wish to address immediately. The process for admitting Actions of Immediate Witness to the agenda means that congregations commonly have no opportunity to consider and discuss them in advance of General Assembly, so care should be taken to only submit Actions of Immediate Witness that could not otherwise be accommodated in the Congregational Study/Action Issue process. Consult Article IV, Section 4.16 (b) (1) of the UUA Bylaws for the criteria for an Action of Immediate Witness.

**HOW MANY ACTIONS OF IMMEDIATE WITNESS MAY BE ADMITTED TO THE AGENDA?** No more than six.

# Guide for Delegates

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**HOW CAN A DELEGATE PLACE AN ACTION OF IMMEDIATE WITNESS ON THE AGENDA?** Pick up the required cover sheet and petition form for signatures at the Commission on Social Witness (CSW) booth. Submit a copy of the AIW at the CSW booth for posting by 5:00 p.m. on Thursday. Then begin collection of signatures from other delegates. Submit the AIW with the required number of delegate signatures to the CSW at the GA Office by 5:00 p.m. on Friday. See the cover sheet for directions, requirements, and deadlines.

**WHAT HAPPENS THEN?** The Commission will review the AIWs to determine if they meet the criteria for an AIW. The Commission will select no more than six from among those submitted which meet the criteria for an AIW. The Commission on Social Witness screens proposed Actions of Immediate Witness according to the criteria of grounding, fit and opportunity as well as significance, timeliness and specificity (see bylaw section 4.16). Preference is given to proposed Actions of Immediate Witness that emerge from a documented group process. These will be submitted to delegates for admission to the Agenda at the Saturday morning Plenary Session. After consideration of proposed amendments at a Mini-Assembly, each AIW will be voted on by the delegates for adoption by the General Assembly at the Sunday morning Plenary Session.

## To Get Your Questions Answered

**PLAY FAIR.** The guidelines that follow are not subterfuges for you to use to get around time limits. They are designed to make you more knowledgeable and effective.

**POINT OF INFORMATION.** Raise a point of information when you want to get information, not give it. A delegate may request “Point of Information” from any microphone. It’s exactly that: a request for information such as “On what are we voting?” or “What is the cost to the UUA of this motion?” Your question cannot be a statement, and no preface except your identification is permitted.

**POINT OF PERSONAL PRIVILEGE.** Raise a point of personal privilege when your ability to do business is being hampered. Any delegate may request a Point of Personal Privilege. You go to the procedural microphone and say “Point of Personal Privilege” and wait to be recognized by the Moderator. After recognition, identify yourself and state your point (no statement, no argument or preface, just the bare request), such as “It is not possible to hear from the pro microphone” or “Our section was not counted.”

**POINT OF PROCEDURE.** You use this for questioning parliamentary procedure. A delegate may interrupt debate by going to the procedural microphone and saying “Point of Procedure” and wait to be recognized. A sample point is “Is this not an amendment to an amendment?” or “Was a vote taken?”

**NEED INFORMATION?** Have a question about the status of the Agenda, a business matter, procedures, etc.? Ask a member of the Planning Committee. They will be identifiable on the floor of the Assembly during each Plenary Session. When the Assembly is not in session, look for one of them at the GA Office.

**DO YOU HAVE AN AMENDMENT? ARE YOU UNHAPPY WITH WORDING?** Time constraints preclude more than two or three amendments to an item being considered in plenary. Preliminary work on agenda items is completed in the mini-assembly.

## Committee of the Whole

When the Assembly is debating a particularly complex or difficult question (there may be two, three, or four alternate versions or ideas) the Moderator may decide, or a delegate may move, that the Assembly move into a “Committee of the Whole” to consider the subject. If done, the Rules of Procedure are eased and the Assembly now acts as a committee.

- ♦ A person other than the Moderator may occupy the Chair.
- ♦ Discussion may take place without motions.
- ♦ The only motions allowable are motions to amend, adopt, or reconsider.
- ♦ Non-binding straw votes may be taken.
- ♦ The formality of pro/con microphones is somewhat relaxed.
- ♦ You may speak only once on a topic in a discussion unless no one else wishes to speak.
- ♦ Time limits are relaxed or do not exist unless the “Committee” sets them.

Once the Committee of the Whole has decided what it wants to do, a delegate moves that the Committee of the Whole “rise and report” specifying the agreed-upon result. The Moderator takes the Chair, and the Plenary Session of the General Assembly is again in session. The motion formulated in the Committee is reported and vote is taken immediately, without debate or possibility of amendment.

# Agenda: Order of Business

*Late arriving items may require rearrangement of the agenda as published.*

## **Plenary I Wednesday 7:00 p.m. – 8:30 p.m.**

- 7:00 Banner Parade
- Welcome and Call to Order
- Chalice Lighting
- Welcoming New Congregations
- Review and adopt rules for this General Assembly
- Introductions:
- The General Assembly Planning Committee
  - Youth Caucus and Young Adult Caucus Managers
  - Right Relationships Team
- President's Report: The Rev. William G. Sinkford
- 8:30 Recess

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## **Plenary II Thursday 8:00 a.m. – 8:45 a.m.**

- 8:00 Call to Order
- Chalice Lighting and Worship
- Welcome to UU University
- 8:45 Recess

## **Candidates Forum II followed by Plenary III Friday 1:00 p.m. – 5:00 p.m.**

- 1:00 Candidates Forum
- 1:30 Call to Order
- Chalice Lighting
- Credentials (Paul Rickter)
- Introduction to Breakthrough Congregations (Growth Team)
- Breakthrough Congregation: First Unitarian Church of Des Moines, IA
- Introduction of International Guests (Eric Cherry)
- Description of GA Service Project
- O. Eugene Pickett Award
- Leadership Council Report (Kay Montgomery, Tim Brennan)
- Journey Toward Wholeness Transformation Committee Report
- UUA Financial Advisor's Report (Dan Brody)
- Socially Responsible Investing
- Investment Committee Report
- Budget Report (Lyn Conley)
- Special Recognitions (Beth Graham and Bill Sinkford)
- Offering for the Sinkford Fund and the President's Freedom to Marry Fund
- Song
- Breakthrough Congregation: First Unitarian Church of Albuquerque, NM
- Debate/Vote Statement of Conscience: Peacemaking
- Announcements
- 5:00 Recess

# Agenda: Order of Business

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## Plenary IV

**Saturday 8:45 a.m. – 10:30 a.m.**

- 8:45 Call to Order
- Chalice Lighting
- Report from the UUA Board  
(Trustees At Large)
- Presentation of the Distinguished Service Award
- Breakthrough Congregation Presentation:  
UU Church of Bloomington, Indiana
- Reports from Associate Member Organizations:
- UU Women's Federation (LindaLu Burciaga)
- UU Service Committee (Charlie Clements)
- UU United Nations Office (Bruce Knotts)
- Motions to Admit Actions of Immediate Witness
- Announcements
- Worship
- 10:30 Recess

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## Plenary V

**Saturday 1:15 p.m. – 3:00 p.m.**

- 1:15 Call to Order
- Chalice Lighting
- Breakthrough Congregation: UU Congregation  
of South County, Peace Dale, RI
- Update: Congregationally Based Community  
Organizing
- Song
- Debate and Vote on Bylaw Amendments:  
Article II
- Presentation of the Wilton Peace Prize
- 3:00 Recess

## Plenary VI

**Sunday 1:15 p.m. -5:30 p.m.**

- 1:15 Call to Order
- Chalice Lighting
- Reports:
- Youth Ministry  
(Bill Sinkford, Gini Courter)
- Beacon Press  
(Helene Atwan)
- Fifth Principle Task Force  
(Denny Davidoff)
- Green Sanctuaries Recognition
- Debate and Vote on Actions of Immediate  
Witness
- Song
- Moderator's Report
- Recognizing the folks who made GA happen
- Responsive Resolutions (if any)
- Invitation to GA 2010 in Minneapolis
- Final credentials and announcements
- 5:30 Adjournment



## **RULE 1. ORDER OF BUSINESS**

Consideration of and action upon items must proceed in the order set forth in the Final Agenda unless during the meeting that order is changed by majority vote.

## **RULE 2. MEANS OF VOTING**

So long as a quorum is present, action on any question, unless the Bylaws otherwise provide, will be decided in the first instance by an uncounted show of hands/voting cards. If the Moderator wishes a counted vote or if a delegate requests it and the Moderator determines that 99 other delegates join in the request, the vote must be counted. Except for Congregational Study/Action Issues (Rule 11), no vote will be taken by written ballot unless the delegates order a written ballot by a two-thirds vote. Provided a quorum is present at each Plenary Session, all matters submitted to a vote of the delegates will be determined by the number of votes cast by delegates present and voting on the matter. The required proportion of votes cast by delegates to approve any action or resolution will be as set forth in the Bylaws or Rules or these Rules of Procedure.

## **RULE 3. MINUTES**

The Executive Committee of the Board of Trustees will approve the minutes of the General Assembly Plenary Sessions, which will be prepared by the Recording Secretary in consultation with Legal Counsel.

## **RULE 4. PRESENTATION OF ITEMS**

The provisions of Rule 5 notwithstanding, the Planning Committee and/or the Commission on Social Witness will, at their discretion, move the item as printed on the Final Agenda or move an amended version of the item.

## **RULE 5. AMENDMENTS**

Except for clarifying amendments, amendments to the main motion and motions to refer, table or to call the question will not be in order until there has been at least fifteen minutes of debate, if that much is needed, on the merits of the main question as moved. Amendments to a business resolution, a bylaw, a rule, or a proposed amendment must be submitted for consideration at the appropriate mini-assembly in order to be offered in the plenary session. No amendment or other change to any motion under consideration will

be entertained unless it is submitted in writing on forms prescribed by the Moderator, who may, however, waive this requirement.

## **RULE 6. TIME LIMITS**

The following time limits are imposed on all business transacted by the Assembly except as otherwise provided in these Rules for Actions of Immediate Witness, Study Action Issues and UUA Statement of Conscience. If, however, there is no objection from the floor, the Moderator may grant minor extensions of time. Any time limits imposed by this rule may be extended by a two-thirds vote.

- a) No person may speak on any motion for more than two minutes, and not more than once, so long as there are others who have not spoken who desire the floor, except that persons having special information may, with the permission of the Moderator, reply to questions.
- b) Thirty minutes is allowed for discussion of any proposed bylaw or rule amendment, resolution, or action on a report that is on or admitted to the Final Agenda. Whenever possible, the discussion time will be equally divided between proponents and opponents and by the alternate recognition of speakers at microphones designated Pro and Con.
- c) A motion to call the previous question on the main motion shall not be in order if there are potential speakers at both Pro and Con microphones and the original or extended time for discussion has not expired. A motion to call the previous question on a motion to amend the main motion is in order after 10 minutes of discussion concerning the amendment.

## **RULE 7. MICROPHONES**

- a) Pro and Con Microphones. Usage of the microphones designated "Pro" or "Con" is limited to statements in support of or in opposition to motions.
- b) Amendment Microphone. Usage of the microphone designated "Amendment" is limited to presenters of motions and members of the Board of Trustees who may use the microphone only for:
  - 1) making an amendment to a main motion or another amendment, provided the motion is otherwise in order;

# Rules of Procedure

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- 2) using such additional time remaining under Rule 6, if any, to speak in support of the amendment; and
  - 3) stating the Board of Trustees' position at the outset of debate on those items on the Final Agenda on which the Board takes a position.
- c) Procedure Microphone. All other matters must be brought to the Procedure microphone.

## **RULE 8. COMMITTEE OF THE WHOLE**

At any stage of the meeting, the Moderator, without a vote of the Assembly, at his or her discretion from time to time may order the meeting resolved into a Committee of the Whole or reconvened in regular Session. While the meeting is acting as a Committee of the Whole, the following Special Rule will apply:

The Presiding Officer, without a vote of the Committee of the Whole, may permit reconsideration of any action taken by the Committee of the Whole and other departures of the Rules of Parliamentary Procedure if it appears to him or her that the work of the Committee of the Whole will thereby be expedited.

When the General Assembly is reconvened, the only motion in order will be to adopt the recommendation of the Committee of the Whole. A motion recommended by the Committee of the Whole will not be subject to amendment, debate, or delay.

## **RULE 9. BUDGET MOTION**

Any motion concerning the 2009 - 2010 budget that is to be made at the time provided for such motions during the formal business sessions must be filed in writing at the General Assembly Office not later than 5:00 p.m. Saturday. All such motions must provide for reductions in specific other categories of spending equivalent to the increase in spending recommended in the motion. Adoption of the motion requires a two-thirds vote.

## **RULE 10. RESOLUTIONS AND ACTIONS NOT ON THE FINAL AGENDA**

A Resolution or Action not on the Final Agenda may be considered only under the following circumstances:

- a) under Bylaw Section 4.16, which permits the addition of Actions of Immediate Witness to the Agenda and consideration of non-substantive resolutions;
- b) under Bylaw Section 4.16(c), which permits the addition of Responsive Resolutions in response to a substantive portion of a report by an officer or committee reporting to the Assembly.

The author of a Responsive Resolutions must notify the Moderator of the title and content of their Responsive Resolution as soon as it is practical to do so. A resolution submitted to the Commission on Social Witness for consideration as an Action of Immediate Witness may not be submitted as a Responsive Resolution.

## **RULE 11. CONGREGATIONAL STUDY/ACTION ISSUES**

Pursuant to Bylaw Section 4.12(a):

In a year in which Congregational Study/Action Issue(s) are proposed, up to five Congregational Study/Action Issues may be presented to the General Assembly. A sponsor of a Congregational Study/Action Issue determined by the Commission on Social Witness to be eligible for consideration will have two minutes to speak in support of obtaining the vote necessary to be selected as the Congregational Study/Action Issue referred for study. Following the presentation by the sponsors for all Congregational Study/Action Issues eligible for consideration, time will be provided for up to four additional statements of support for each Congregational Study/Action Issue. Persons wishing to speak shall use the microphone designated for the Congregational Study/Action Issue for which he/she advocates.

After debate concerning the proposed Congregational Study/Action Issues, a written ballot, prepared by the Commission on Social Witness, will be used to receive the vote of the delegates for which one of the Congregational Study/Action Issues will be referred

for study. The Congregational Study/Action Issue receiving the highest number of votes among all Congregational Study/Action Issues shall be referred for study providing, however, that if no Congregational Study/Action Issue receives a majority of the votes cast, then a second vote shall be taken between the two Issues receiving the highest number of votes cast in the initial election.

## **RULE 12. UUA STATEMENT OF CONSCIENCE**

One hour will be allowed for debate.

The Commission on Social Witness may recommend for delegate approval by majority vote an amount of time for the Statement to be debated before amendments are in order. If no such recommendation is proposed and approved, no amendment shall be in order unless there has been at least 30 minutes of debate, if that much is needed, on the merits of the proposed UUA Statement of Conscience.

A motion to amend a proposed UUA Statement of Conscience is not in order in the Plenary Session unless it first was presented to a mini-assembly as described in Rule 4.12.4. Up to twelve minutes will be allowed for the debate of an amendment.

The Commission on Social Witness will have the discretion to prioritize the amendments including their presentation at the amendment microphone in Plenary.

## **RULE 13. ACTIONS OF IMMEDIATE WITNESS**

- a) The proposed Action of Immediate Witness must be in writing.
- b) A copy for posting at the Commission on Social Witness booth must be delivered to the booth in the exhibit area no later than 5:00 p.m., Thursday, so that proposals may be made available for viewing prior to the filing deadline.
- c) The copy to be filed must have attached signatures showing the requisite delegate support specified in Bylaw Section 4.16(b)(2) and must be filed with the Commission on Social Witness in the General Assembly Office by no later than 5:00 p.m. Friday.
- d) The Commission on Social Witness may provide a summary of the Actions of Immediate Witness that meet the criteria for admission to the agenda dur-

ing Friday morning's plenary and seek a sense of the meeting.

- e) Each sponsor of an Action of Immediate Witness determined by the Commission on Social Witness to be eligible to be considered for possible admission to the agenda under Bylaw Section 4.16(b) will have two minutes to speak in support of obtaining a vote supporting the admission of the action to the agenda.
- f) The sponsor will move admission at a Plenary Session scheduled before vote on the action is to occur and when called upon to do so by the Moderator.
- g) The motion to admit is not debatable and requires a two-thirds vote of support.
- h) A motion to amend an Action of Immediate Witness is not in order in the Plenary Session unless it first was presented to a mini-assembly, as described in Bylaw Section 4.16(b)(4).
- i) Twenty minutes will be allowed for debate, if needed, on each proposed Action of Immediate Witness. No amendment shall be in order unless there have been at least twelve minutes of debate, if that much is needed, on the merits of the proposed Action of Immediate Witness.
- j) Debate and voting on adoption of an Action of Immediate Witness will occur during Plenary on Sunday morning. Adoption must be by two-thirds vote, as specified in Bylaw Section 4.16(b)(5).

## **RULE 14. AMENDING THE RULES OF PROCEDURE**

These Rules of Procedure will be adopted by a two-thirds vote and may be amended, suspended, or repealed during the course of the Assembly only by a two-thirds vote, except for the preceding Rule 9, the amendment, suspension, or repeal of which requires a four-fifths vote.

## **RULE 15. ADJOURNMENT**

The final business session of the 2009 General Assembly will be adjourned no later than 5:30 p.m., Sunday, June 28.

# Statement of Conscience

Discussion of the proposed UUA Statement of Conscience takes place in the two-part Mini-Assembly on Thursday from 9:00 a.m. to 10:15 a.m. and from 10:45 a.m. to 12:00 p.m. in the Salt Palace room 255 D. Amendments may be introduced only as called for at the Mini-Assembly.

## Peacemaking

### A Draft Unitarian Universalist Statement of Conscience – March 2009

1 This Statement of Conscience responds to a multi-year study/action process in which the Unitarian  
2 Universalist Association of Congregations agreed to reflect on the following question: Should the  
3 Unitarian Universalist Association reject the use of any and all kinds of violence and war to resolve  
4 disputes between peoples and nations and adopt a principle of seeking just peace through nonviolent  
5 means?

6 We direct this Statement of Conscience primarily to the religious leaders, member congregations,  
7 individual members, and friends of the Unitarian Universalist Association. We offer it as a guide for  
8 advocacy and public witness, and as a pastoral resource for persons struggling with critical life  
9 decisions.

#### 10 **HISTORICAL AND THEOLOGICAL CONTEXT**

11 This Statement of Conscience is grounded in the following Unitarian Universalist historical practices  
12 and theological principles.

#### 13 **A. Historical Practices**

14 Throughout our history, some Unitarian Universalists have been pacifists who unconditionally opposed  
15 all wars, while others have opposed or supported specific wars on a selective basis. Many Unitarian  
16 Universalists have served honorably in the military.

17 In the 19th century, a substantial number of Unitarians and Universalists opposed the Mexican War but  
18 supported the Union in the Civil War. In the 20th century both denominations passed resolutions  
19 supporting both World Wars, though not without dissent. Since the 1961 formation of the Unitarian  
20 Universalist Association, we adopted resolutions opposing the Vietnam War, and many Unitarian  
21 Universalists have supported the use of military force for humanitarian purposes.

22 Our past practice has been to discern the appropriate response in particular circumstances. In this  
23 Statement of Conscience, we reject war as inconsistent with our theological principles and religious  
24 values, with the exceptions of self-defense and the use of force for humanitarian purposes.

#### 25 **B. Theological Principles**

26 *The fundamental unity and interdependence of all existence.* The interdependence we have long  
27 affirmed has become the daily reality of our globalized world. Our interdependence makes it both  
28 possible and necessary that we see the peoples of the world as one community in which there is no Other  
29 to war against.

30 *The transforming power of love.* We affirm the reality of love as a dynamic relational power within and  
31 among us. This power moves us to create relationships of compassion, respect, mutuality and  
32 forgiveness; to love our neighbor; and to recognize everyone as our neighbor. Love of our neighbor is  
33 fundamentally incompatible with war.

34 *The inherent worth and dignity of all persons.* All human beings have the right to a meaningful and  
35 fulfilling life, including physical safety and economic and social well-being. War devalues human  
36 worth, restricting the possibilities for human fulfillment and denying the right to life itself.

37 *Human freedom.* Most human beings are free moral agents with the capacity to make choices and are  
38 accountable for these choices. Human freedom may be used creatively or destructively. These  
39 possibilities are expressed not only in our individual choices and actions, but also in the institutions and  
40 social structures we create. War is the product of human choices, restricting human agency and limiting  
41 the possibilities for human freedom.

42 *Rejection of moral dualism.* We reject as false the sharp separation of good and evil, assigning  
43 individuals and nations into one or the other category. Moral dualism can blind us to the potential for  
44 evil within ourselves and within our nation and to the inherent worth and dignity of those whom our  
45 nation labels as enemies. We affirm the reality of evil in the world but reject the assumption that war is  
46 the most effective response to evil.

47 *Cooperative power.* Power is created and expressed in complex networks of human relationships. Power  
48 can be used to create or destroy, to liberate or oppress. War is an expression of destructive power.  
49 Preventing war and creating nonviolent alternatives require the use of cooperative power—power with,  
50 not power over. Cooperative power is grounded in a commitment to mutual persuasion over coercion.

51 *Justice and peace.* Justice concerns the fair ordering of human relationships, including social and  
52 political relationships. War signals the breakdown of fairly ordered human relations; it is inherently  
53 unjust. Peace is an attribute of relationship; it is a process, not a stagnant state. Peace emerges as our  
54 social and political institutions become more cooperative and more just. Lasting peace rests on just  
55 relationships.

56 *Humility and open-mindedness.* We affirm an open-mindedness that makes us suspicious of all claims  
57 of finality, including our own. Humility, inherent in this open-mindedness, doesn't prevent us from  
58 taking strong stands; but we must always remain open to the possibility that we are wrong or that future  
59 circumstances may call for a different position.

### 60 **WHERE WE STAND**

61 *Pacifism and Just War.* We reject war as an instrument of national foreign policy, except for self-  
62 defense and humanitarian purposes. Both the pacifist and just war traditions provide a basis for  
63 prophetic critique and nonviolent witness against war. Yet pacifist and just war approaches are applied  
64 inconsistently and are readily manipulated. We affirm and promote nonviolent measures to prevent war,  
65 while considering the right of conscience that calls some of us to choose conscientious objection and  
66 some of us to choose military service.

67 *Moral responsibility.* We affirm a moral responsibility to prevent war and to foster and advocate  
68 nonviolent means of responding to conflict. We hold that this responsibility is shared by the world  
69 community of nations.

70 *Peace work.* We support a multi-layered approach to the work of peace that includes: (a) peacekeeping –  
71 early intervention to prevent war, stop genocide, and monitor ceasefires; (b) peacemaking – mediating  
72 between hostile parties, negotiating equitable and sustainable peace agreements, and post-conflict  
73 rebuilding and reconciliation; and (c) peacebuilding – creating institutions and structures that address the  
74 roots of conflict, including economic exploitation, political marginalization, and lack of judicial  
75 accountability.

76 *Just policing.* We support the emerging model of just policing, which seeks to fulfill the peacekeeping  
77 responsibility by applying the concept of community policing to the international context.

78 *Humanitarian intervention.* We affirm the responsibility of the international community to protect  
79 persons from genocide and other crimes against humanity through limited armed intervention, but only  
80 when authorized by the United Nations.

81 *Foreign policy and practice.* We oppose the militarization of U.S. foreign policy and the practice of  
82 preventive war.

83 *Right of individual conscience.* We affirm the right of individual conscience. We advocate a range of  
84 individual choices, including military service and conscientious objection, as fully compatible with  
85 Unitarian Universalism. For those among us who make a formal commitment as conscientious objectors,  
86 we will offer documented certification, honor their commitment to nonviolence, and offer pastoral  
87 support. For those among us who make a formal commitment to military service, we will honor their  
88 commitment, welcome them home, and offer pastoral support.

# Statement of Conscience

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89 *A culture of peace.* We advocate a culture of peace through a transformation of public policies, religious  
90 consciousness, and individual lifestyles. At the heart of this transformation is the readiness to honor the  
91 truths of multiple voices from a theology of covenant grounded in love.

## 92 **CALLS TO ACTION**

93 Peacemaking calls for action at all levels of human interaction. To be effective, our actions must be  
94 incorporated into existing structures and institutions, and new systems must be created.

### 95 International Peacemaking

96 We covenant to advocate vigorously for policies that move the United States toward collaborative  
97 leadership in building a peaceful, just, and sustainable world. These include:

- 98 • Supporting the Unitarian Universalist-United Nations Office in advancing the United  
99 Nations Millennium Development Goals, the Earth Charter, the International Criminal Court, the  
100 United Nations Convention Against Torture, and the Universal Declaration of Human Rights;
- 101 • Supporting the Unitarian Universalist Service Committee in ending the use of torture and  
102 addressing institutional and structural violence in all its forms;
- 103 • Supporting interfaith groups such as the Center on Conscience and War in advocating for the  
104 right of conscientious objection, including education and resources on the availability of this  
105 option; and
- 106 • Supporting the establishment of a national peace ministry network among Unitarian  
107 Universalists to identify resources, disseminate information, and revisit goals on peacemaking.

### 108 Societal Peacemaking

109 We covenant to act in the wider community in reducing the causes of institutional and structural  
110 violence. We do this through:

- 111 • Supporting the socially responsible investment of our Association and congregational assets;
- 112 • Supporting Association and congregational initiatives aimed at eradicating racism, classism, and  
113 all other forms of cultural and economic oppression; and
- 114 • Supporting Unitarian Universalist Ministry for Earth in advocating life styles and policies that  
115 promote harmony with our natural environment.

### 116 Congregational Peacemaking

117 We covenant to take up peacemaking as part of our mission through worship, religious education, and  
118 social action by:

- 119 • Developing Peace Teams to provide training in compassionate communication and conflict  
120 resolution and engage the congregation in multi-level action toward a culture of peace;
- 121 • Working through congregational governing bodies to develop and honor behavioral covenants in  
122 all aspects of congregational life;
- 123 • Working through our lifespan religious education structures to provide workshops on conflict  
124 resolution and compassionate communication, to encourage understanding and participation in  
125 social justice ventures, and to utilize Unitarian Universalist resources such as “Peacemaking in  
126 Congregations: A Guide to Learning Opportunities for All Ages;” and
- 127 • Becoming a peacemaking resource within our communities in cooperation with other faith  
128 traditions.

### 129 Interpersonal Peacemaking

130 As individuals we covenant to:

- 131 • Learn and practice the skills of compassionate communication;
- 132 • Honor the behavioral covenants of our congregations; and
- 133 • Adopt lifestyle changes that reflect reverence for the interdependent web of all existence.

### 134 Inner Peacemaking

135 We covenant to develop for ourselves and our congregations spiritual practices that cultivate inner  
136 peace. We covenant to sustain these practices as foundational to wholeness, forgiveness, and  
137 reconciliation.

138 **In reverence for all life, we covenant to practice peace by minimizing violence at all levels of**  
139 **human interaction.**

## Proposed Bylaw Amendments

A proposal to amend a section of the Bylaws whose section number is preceded by a "C" must be placed on the agenda and approved by a majority vote at a regular General Assembly preceding the one at which it may be finally adopted. First-step approval requires a majority. Final adoption requires a two-thirds vote.

The following proposed changes to Article II of the Bylaws are a result of a process initiated when the Board of Trustees appointed the Commission on Appraisal to serve as the study commission referred to in Bylaw Section C-15.1(c)(4). The Commission on Appraisal subsequently proposed changes which have been amended by the Board of Trustees.

The Board of Trustees voted 25-0-0 to place these proposed bylaw changes on the agenda of the General Assembly for purposes of broad congregational discussion.

### 140 **ARTICLE II: Covenant**

#### 141 **Section C-2.1 Purposes.**

142 This association of free yet interdependent congregations devotes its resources to and  
143 exercises its corporate powers for religious, educational, and humanitarian purposes. It  
144 supports the creation, vitality, and growth of congregations that aspire to live out the  
145 Unitarian Universalist Principles. Through public witness and advocacy, it advances the  
146 Principles in the world.

#### 147 **Section C 2.2. Sources.**

148 Unitarian Universalism is rooted in two religious heritages. Both are grounded on  
149 thousands of years of Jewish and Christian teachings, traditions, and experiences. The  
150 Unitarian heritage has affirmed that we need not think alike to love alike and that God is  
151 one. The Universalist heritage has preached not hell but hope and courage, and the  
152 kindness and love of God. Contemporary Unitarian Universalists have reaped the  
153 benefits of a legacy of prophetic words and deeds.

154 Unitarian Universalism is not contained in any single book or creed. Its religious  
155 authority lies in the individual, nurtured and tested in the congregation and the wider  
156 world. As an evolving religion, it draws from the teachings, practices, and wisdom of the  
157 world's religions. Humanism, earth-centered spiritual traditions, and Eastern religions  
158 have served as vital sources. Unitarian Universalism has been influenced by mysticism,  
159 theism, skepticism, naturalism, and process thought as well as feminist and liberation  
160 theologies. It is informed by direct experiences of mystery and wonder, beauty and joy. It  
161 is enriched by the creative power of the arts, the guidance of reason, and the lessons of  
162 the sciences.

163 Grateful for the traditions that have strengthened our own, we seek to engage cultural and  
164 religious practices in ways that call us into right relationship with all.

#### 165 **Section C-2.3 Principles.**

166 Grateful for the gift of life, we commit ourselves as member congregations of the  
167 Unitarian Universalist Association to embody together the transforming power of love as  
168 we covenant to honor and uphold:

- 169 • The inherent worth and dignity of every person;
- 170 • Justice, equity, and compassion in human relations;
- 171 • Acceptance of one another and encouragement of spiritual growth;

# Proposed Bylaw Amendments

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- 172       • A free and responsible search for truth and meaning;  
173       • The right of conscience and the use of democratic processes;  
174       • The goal of world community with peace, liberty, and justice for all;  
175       • Reverence for the interdependent web of all existence of which we are a part.

176       As free yet interdependent congregations, we enter into this covenant, pledging to one  
177       another our mutual trust and support. Capable of both good and evil, at times we are in  
178       need of forgiveness and reconciliation. When we fall short of living up to this covenant,  
179       we will begin again in love, repair the relationship, and recommit to the promises we  
180       have made.

## 181       **Section C-2.4 Inclusion.**

182       Systems of power, privilege, and oppression have traditionally created barriers for  
183       persons and groups with particular identities, ages, abilities, and histories. We pledge to  
184       do all we can to replace such barriers with ever-widening circles of solidarity and mutual  
185       respect. We strive to be an association of congregations that truly welcome all persons  
186       and commit to structuring congregational and associational life in ways that empower and  
187       enhance everyone's participation.

## 188       **Section C-2.5 Freedom of Belief.**

189       Congregational freedom is central to the Unitarian Universalist heritage.  
190       Congregations may establish statements of purpose, covenants, and bonds of union so  
191       long as they do not require a statement of belief as a creedal test for membership; nor  
192       may the Association employ such a test for congregational affiliation.

**The proposed text for Article II would replace the current Article II which is as follows:**

## 193       **ARTICLE II Principles and Purposes**

### 194       **Section C-2.1. Principles.**

195       We, the member congregations of the Unitarian Universalist Association, covenant to  
196       affirm and promote:

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

206       The living tradition which we share draws from many sources:

- 207       • Direct experience of that transcending mystery and wonder, affirmed in all  
208       cultures, which moves us to a renewal of the spirit and an openness to the forces  
209       which create and uphold life;  
210       • Words and deeds of prophetic women and men which challenge us to confront  
211       powers and structures of evil with justice, compassion and the transforming power



## Proposed Bylaw Amendments

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- 212 of love;
- 213 • Wisdom from the world's religions which inspires us in our ethical and spiritual
- 214 life;
- 215 • Jewish and Christian teachings which call us to respond to God's love by loving
- 216 our neighbors as ourselves;
- 217 • Humanist teachings which counsel us to heed the guidance of reason and the
- 218 results of science, and warn us against idolatries of the mind and spirit;
- 219 • Spiritual teachings of Earth-centered traditions which celebrate the sacred circle
- 220 of life and instruct us to live in harmony with the rhythms of nature.

221 Grateful for the religious pluralism which enriches and ennobles our faith, we are

222 inspired to deepen our understanding and expand our vision. As free congregations we

223 enter into this covenant, promising to one another our mutual trust and support.

### 224 **Section C-2.2. Purposes.**

225 The Unitarian Universalist Association shall devote its resources to and exercise its

226 corporate powers for religious, educational and humanitarian purposes. The primary

227 purpose of the Association is to serve the needs of its member congregations, organize

228 new congregations, extend and strengthen Unitarian Universalist institutions and

229 implement its principles.

### 230 **Section C-2.3. Non-discrimination.**

231 The Association declares and affirms its special responsibility, and that of its member

232 congregations and organizations, to promote the full participation of persons in all of its

233 and their activities and in the full range of human endeavor without regard to race,

234 ethnicity, gender, disability, affectional or sexual orientation, age, language, citizenship

235 status, economic status, or national origin and without requiring adherence to any

236 particular interpretation of religion or to any particular religious belief or creed.

### 237 **Section C-2.4. Freedom of Belief.**

238 Nothing herein shall be deemed to infringe upon the individual freedom of belief which is

239 inherent in the Universalist and Unitarian heritages or to conflict with any statement of

240 purpose, covenant, or bond of union used by any congregation unless such is used as a

241 credal test.

# Proposed Bylaw Amendments for the 2010 General Assembly

## Proposed Bylaw Amendments for the 2010 General Assembly

underlining = insertion; brackets = deletion

The Board of Trustees passed a motion to place bylaws changes related to the election of President and Moderator on the 2010 agenda. The text of these proposed changes are being included in the 2009 Agenda Book for the purpose of broad congregational discussion. This proposed Bylaw change will not be voted on until the 2010 General Assembly.

### Section 5.1. Committees of the Association.

The standing committees of the Association shall be:

- (a) the Nominating Committee;
- (b) the Presidential Search Committee;**
- ~~(b)c~~ ) the General Assembly Planning Committee;
- ~~(c)d~~ the Commission on Appraisal;
- ~~(d)e~~ the Commission on Social Witness; and
- ~~(e)f~~ the Board of Review.

### Section 5.2. Election and Terms of Office.

Elected members of all Section 5.1 committees shall take office at the close of the General Assembly at which they are elected and shall serve until their successors are elected and qualified except as otherwise provided herein.

One-half as nearly as possible of the elected members of the General Assembly Planning Committee and the Commission on Social Witness shall be elected at the regular General Assembly held in each odd-numbered year. The elected members of the General Assembly Planning Committee and the Commission on Social Witness shall serve for terms of four years. One-third of the members of the Nominating Committee and the Commission on Appraisal shall be elected at the regular General Assembly held in each odd-numbered year. The elected members of the Nominating Committee and the Commission on Appraisal shall serve for single terms of six years. Any member of the Nominating Committee or the Commission on Appraisal in office for a period of more than three years shall be deemed to have completed a six-year term for the purposes of re-election. **The elected members of the Presidential Search Committee shall be elected at the regular General Assembly held four years before the General Assembly at which there is to be a presidential election at the expiration of a President's term. The elected members of the Presidential Search Committee shall serve for terms of six years.**

# Proposed Bylaw Amendments for the 2010 General Assembly

## **Section 5.7. Presidential Search Committee.**

**The Presidential Search Committee shall consist of five members elected by the General Assembly, one member appointed by the Unitarian Universalist Ministers Association and one member appointed by the Board of Trustees. The election and appointment of members shall occur at the regular General Assembly held four years before the General Assembly at which there is to be a presidential election at the expiration of a President's term. Each appointment and election of a member shall be for a term of six years. The Committee shall nominate candidates for the office of President.**

## **Section 8.3. Term of Office.**

- (a) Elected Officers. The elected officers shall be elected at a regular General Assembly in an odd-numbered year and shall take office immediately after the close of such General Assembly.
- (1) President. The President shall serve for a term of **[four] six** years and until his or her successor is elected and qualified. No President shall serve more than **[two successive terms] one term**; and any partial term of more than two years served by reason of appointment and/or election to office pursuant to subsection 8.7(a) below shall be considered a full term for purposes of this subsection.
  - (2) Moderator **[and Financial Advisor]**. The Moderator **[and Financial Advisor]** shall **[each]** serve for a term of **[four] six** years and until his or her successor is elected and qualified. No Moderator **[or Financial Advisor]** shall serve more than **[two successive terms] one term**; and any partial term of more than two years served by reason of appointment and/or election to office pursuant to subsection 8.7(a) below shall be considered a full term for purposes of this subsection.
  - (3) **Financial Advisor. The Financial Advisor shall serve for a term of four years and until his or her successor is elected and qualified. No Financial Advisor shall serve more than two successive terms; and any partial term of more than two years served by reason of appointment and/or election to office pursuant to subsection 8.7(a) below shall be considered a full term for purposes of this subsection.**
- (b) Appointed Non-salaried Officers. The appointed non-salaried officers shall serve for one or more terms of two years and until their successors are appointed and qualified.

## **Section 9.4. Nomination by Nominating Committee.**

The Nominating Committee shall submit one or more nominations for each elective position at large to be filled, except Moderator and President, including those to fill any vacancies occurring prior to October 1 of the year before the election. Only one person from any one member congregation shall be thus nominated to serve on the Nominating Committee. The report of the Nominating Committee shall be filed with the Secretary of the Association and be mailed to all certified member congregations, associate member organizations, and trustees on or before December 10 of each even-numbered year.

# Proposed Bylaw Amendments for the 2010 General Assembly

## Section 9.5. Nomination of President and Moderator.

- (a) President. The Presidential Search Committee shall submit no fewer than two nominations for the office of President for an election at the end of a presidential term or when a vacancy occurs in the office prior to October of the year before the election. The report of the Presidential Search Committee shall be announced at the General Assembly held one year before the General Assembly at which there is to be a presidential election, except in the case of an election to fill a vacancy occurring after that date.
- (b) Moderator. The Board of Trustees shall submit one or more nominations for the office of Moderator for an election at the end of a moderator term or when a vacancy occurs in the office prior to October of the year before the election. The report of the Board of Trustees shall be announced at the General Assembly held one year before the General Assembly at which there is to be a moderator election, except in the case of an election to fill a vacancy occurring after that date.

## Section [9.5] 9.6. Nomination by Petition.

- (a) For Moderator and President. A nomination for the office of Moderator or President, or to fill a vacancy in an unexpired term occurring prior to December 1 of the year before the election **[shall], may** be by petition signed by no fewer than twenty-five certified member congregations, including no fewer than five certified member congregations located in each of no fewer than five different districts. A certified member congregation may authorize the signing of a petition only by vote of its governing board or by vote at a duly called meeting of its members. Such a petition shall be filed with the Secretary of the Association, only in such form as the Secretary may prescribe, not later than February 1 of the year of the election and not earlier than the preceding March 1. **[If no valid and timely nomination is made by certified member congregations, the Board of Trustees shall nominate one or more candidates for the office.]**
- (b) For Other Elective Positions at Large. A nomination for any other elective position at large or to fill a vacancy in an unexpired term occurring prior to December 1 of the year before the election may be by petition signed by not less than fifty members of certified member congregations, with no more than ten signatures of members of any one congregation counted toward the required fifty. A separate petition, in form prescribed by the Secretary, shall be filed for each nomination not later than February 1 of the year of the election and not earlier than the preceding October 1. Nominations for youth trustee at large shall be so designated.

# Slate of Candidates for UUA Election

*The Candidates are presented in order that they will appear of the ballot, determined by random drawing.*

## **PRESIDENT**

*One position; four-year term*

### **The Rev. Dr. Laurel Hallman**

*First Unitarian Church, Dallas, Texas*

I am proud to be a candidate for president of the UUA because I have enormous faith in Unitarian Universalism and its transformative future. My years of inter-faith and community organizing work have prepared me to lead us into an era of greater diversity and greater effectiveness. I know how to help people of differing backgrounds and histories find the common ground of our free faith, and I know how to effect lasting social change through the power of organized communities of faith. My years of experience at every level of congregational life — from church administrator to religious educator to congregational minister to community leader — have given me the deep knowledge of what our congregations need to grow and to flourish. I know how to empower people to use their gifts in the service of religious community, to work in solidarity with others for social justice, and to joyfully answer the call to professional religious life. My years as a primary fundraiser and steward have given me the opportunity to help others develop an attitude of abundance. I know how to encourage people and congregations to help us build a solid financial foundation for our progressive faith. I promise that I will always remember that we are first and foremost a religion, an association of congregations bound together by covenant. I promise that I will be faithful, not only to who we are today, but to who we must be tomorrow — a broad, inclusive religious faith that calls all of us to depth and meaning each day of our lives.

[www.hallmanforuapresident.com](http://www.hallmanforuapresident.com)

### **The Rev. Peter Morales**

*Jefferson Unitarian Church, Golden, Colorado*

Peter is senior minister at Jefferson Unitarian Church in Golden, Colo. He is the UUA's former director of district services. Peter served on the UUA Board as the trustee from the Mountain Desert District. He also served on the UUMA Executive Committee as the first person to carry the new anti-racism, anti-oppression, multiculturalism portfolio. Before entering the ministry he owned and published community newspapers in Oregon. He was a Knight International Press Fellow in Peru and is a former Fulbright Lecturer in American Studies in Spain. Peter and Phyllis Windrem Morales have been married 41 years. He is a former newspaper editor and publisher. As a minister, he has stood at the steps of the Colorado Capitol with the governor and religious leaders speaking out on immigration policy. Peter is bilingual and bicultural. He has lived in Mexico, Peru, Spain, and Canada. He brings a deep understanding of and commitment to multiculturalism, anti-racism and anti-oppression. Peter has not only led one of our fastest growing congregations, he has been a national leader in growth efforts that are practical, effective, and congregationally based. He and members of his congregation produced the "Ideas for Growth" training DVD used all over the country. He proposed the conference of ministers of growing churches that led to the "Listening to Experience" DVD. He has led workshops all over the country. Peter believes that we must grow our faith. This is a moral imperative, the moral equivalent of feeding the hungry and housing the homeless. Together we can grow our faith one relationship at a time, one Sunday at a time, in every single congregation.

[www.moralesforuapresident.org](http://www.moralesforuapresident.org)

## **MODERATOR**

*One position; four-year term*

### **Gini Courter**

*UU Congregation of Grand Traverse,  
Traverse City, MI*

*Church of the Larger Fellowship*

Gini Courter has served our congregations as moderator since October 2003. She is seeking a second four-year term. The moderator is the chief governance officer of the Association. The moderator presides over the General Assembly, chairs the UUA Board of Trustees, and promotes the welfare of the Association. Gini is a member of two congregations: the UU Congregation of Grand Traverse in Traverse City, Mich., and the Church of the Larger Fellowship. You'll find Gini's blog at <http://just-gini.blogspot.com>.

## **FINANCIAL ADVISOR**

*One position; four-year term*

### **Daniel Brody**

*First Unitarian Society, Newton, MA*

I am chief financial officer of a non-profit start-up, The Boston Museum. Holding this part-time job permits me to devote a considerable amount of time, including many weekday meetings, to my service as UUA financial advisor. I previously served as chief financial officer for the John F. Kennedy School of Government at Harvard University, and as deputy state budget director for the Commonwealth of Massachusetts. I have a bachelor's degree from Harvard and a master's degree in city planning from the University of California at Berkeley. I've been a member of the First Unitarian Society in Newton for 15 years, and have served on its Board of Investment and its planned giving committee. In the remaining years of my service, I will work with the new president and the Board of Trustees to address the following topics: mitigating the impact of the recession on UUA programs and services; endowment spending policy; options for funding the cost of future capital campaigns; continued improvements to UUA financial reporting; accounting for unrestricted gift and bequest income; the role of the Liberal Religious Charitable Society and other organizations that hold funds to benefit the UUA; conflict of interest and whistleblower policies; management of debt, cash, and short-term investments; facilities renewal policies.

# Slate of Candidates for UUA Election

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## BOARD OF REVIEW

*Two positions open; eight-year term*

### **The Rev. W. Frederick Wooden**

*Fountain Street Church (non-UUA),  
Grand Rapids, MI*

Foremost, I wish to serve. This liberal religious body formed me, back to my great grandmother, and it has given me a place to live out my gifts as a clergy person. As a clergy person for almost 30 years I know we clergy are only human, but we are also truly accountable. Compassion and justice are both to be honored in the work of the Board of Review.

### **Allison Claire**

*UU Community Church, Sacramento, CA*

I grew up in New England and moved to California more than 25 years ago as a young political activist. Professionally, I am a public defender who represents death-row inmates in federal court. Religiously, I am a UU with Christian roots and Buddhist leanings who practices earth-based spirituality. Demographically, I am a middle-aged white lesbian. I live with my partner and our 11-year-old triplets in Sacramento, Calif. I bring to this position equally strong and passionately held commitments to (1) high standards for the performance and conduct of our clergy and credentialed religious educators, and (2) procedural fairness and respect for the inherent worth and dignity of individuals, including those accused of misconduct.

## BOARD OF TRUSTEES (YOUTH)

*One position; two-year term*

### **Nick Allen**

*Unity Church—Unitarian, St. Paul, MN*

Prior to my year as youth observer to the Board of Trustees, I served on the UUA Youth Ministry Working Group, YRUU Steering Committee, and the Prairie Star Youth-Adult Committee. Outside of the Association, I have done advocacy work locally with several school districts for anti-racist school integration and nationally with the Gay, Lesbian, Straight Education Network. I am passionate about UU anti-racism and anti-oppression work, multigenerational ministry, and interfaith partnerships. In the fall I will be a college freshman. We often talk of attracting new membership to our congregations, but what is often forgotten is that we practically hemorrhage our youth. More than 80 percent leave our congregations and do not return. We need to examine how to change this trend at a congregationally sustainable level. Outreach is vital to our denomination's future, but we must be equally willing to reach within and challenge our normal modes of ministry.

## BOARD OF TRUSTEES (AT LARGE)

*Two positions open; four-year term*

### **Charlie King**

*First Unitarian Congregational Society,  
Brooklyn, NY*

Since first experiencing the denomination-wide energy of our movement at 1957 AUA May Meetings, I have witnessed peaks and valleys of our faith in times of sorrow and gladness—elation surrounding the Black Affairs Council and sadness at its abandonment; joy in advancement of women's and GLBT rights; unending struggle against racism, classism, ableism, economic injustice and denial of human rights. I hope to devote my second term in doing all that I can to collaboratively achieve excellence in ministry, growth in congregations and membership, better governance and stewardship at all levels, more democratic and inclusive procedures, humility in relations with all faiths and spiritual inspiration to help us achieve the beloved community.

### **The Rev. Jeanne M. Pupke**

*First UU Church, Richmond, VA*

Jeanne is the senior minister at First Unitarian Universalist Church in Richmond, Va. Jeanne is known for her emphasis on building up organizations. She leads a staff team that serves 550 members, 75 friends, and 155 children and youth. Jeanne is a graduate of Meadville Lombard Theological School and served as consulting minister to our church in Bend, Ore., and growth minister for the Pacific Northwest District. She comes to ministry after a career in business as a CEO in the automotive industry and a COO of a coffee company in Olympia, Wash.

## COMMISSION ON SOCIAL WITNESS

*Two positions open; four-year term*

### **David May**

*Emerson UU Church, Houston, TX*

Current chair, Commission on Social Witness; researched and initially compiled *The Real Rules—Congregations and IRS Guidelines on Advocacy, Lobbying, and Elections for the UUA*; past president of congregations in Texas and Colorado; past chair of outreach, public relations, and personnel committees; manager of UU public radio announcements in Houston; life-long UU. I strongly support the UUA Bylaw amendments of 2006, which now allow a Congregational Study/Action Issue to be considered for four years, instead of two. As the current chair of the Commission on Social Witness, my goal is to continue to make the social witness process more useful to congregations by assisting their members in practicing what they learn in that process with their families, churches, neighborhoods, and the world. We must change our own daily behavior first, before we can change the world.

### **The Rev. Heather Starr**

*UU Fellowship of Central Oregon, Bend, OR*

A lifelong Unitarian Universalist now in the Pacific Northwest and connected with congregations en route in Philadelphia; Duluth and Virginia, Minn.; Oakland, Calif.; Portland, Ore.; Twin Falls, Idaho; and the Church of the Larger and Younger Fellowships. Leadership positions include: Interfaith Network of Central Oregon (Program Committee co-chair), Women's Clergy Group of Central Oregon (coordinator), Pacific Northwest UUMA (secretary). Chaplained twice for UU Young Adult Conferences Opus/Concentric, has participated in six GAs. In addition to being a parish minister, worked for restaurants/coffee shops, Kelly Writers House (University of Pennsylvania), multiple hospitals (hospital chaplain), Basic Rights Oregon (GLBT equality). I am particularly interested in how to bring the collaborative, passionate, intergenerational work that is done at General Assembly out to our congregations.

# Slate of Candidates for UUA Election

## COMMISSION ON APPRAISAL

*Three positions open; six-year term*

### **The Rev. Nana Kratochvil**

*All Souls Community Church of  
Western Michigan, Grand Rapids, MI*

In 1977 I discovered Unitarian Universalism in Jackson, Miss. During my 15 years of membership there I served in several leadership positions, including president of the Mid-South District. Called to ministry, I attended and graduated from Meadville Lombard Theological School, then served Harbor Unitarian Universalist Congregation in Muskegon, Mich., for 13 years. I served both the Michigan District and its successor, Heartland, on committees and the board of trustees. I am now completing a term as president of Heartland. I look forward to continue serving this faith on the Commission on Appraisal.

### **Megan Dowdell**

*First Parish Church in Beverly, MA*

Megan is proud to have served a two-year appointment on the Commission on Appraisal. She is equally thrilled to be nominated to continue to serve UU congregations in this capacity for the next six years. Her previous UUA volunteer leadership includes co-convening the UUA Consultation on Youth Ministry and serving as youth Trustee-at-Large on the UUA Board. Megan currently lives in Oakland, Calif., and studies Ethics and Social Theory at the Graduate Theological Union. Megan strongly encourages her fellow elected UUA leaders to infuse antiracism and anti-oppression in their group process, include youth and young adult UUs at every stage of their work, and make UUA volunteer leadership more economically accessible for all.

### **Erica Baron**

*UU Church of Rutland, VT  
UU Fellowship of Bennington, VT*

I began my journey as a UU in the First UU Society of Burlington, Vt., at age 1. I've been active in large, small, and mid-size UU congregations and experienced Unitarianism in Ireland for a year. I have a master of divinity degree from Andover Newton Theological School, and I currently serve as the minister of the UU congregations of Rutland and Bennington, Vt. I have been involved in leadership in various congregations, been active in various ways in districts in which I've lived and worked, and I have taught Leadership School. I bring an ability to think analytically and theologically and to connect this work with the everyday lived experience of faith.

## Nominating Committee

*One position open; four-year term*

### **The Rev. James Hobart**

*First Unitarian Church, Chicago, IL*

## Nominating Committee

*Three positions open; six-year term*

### **Leon Spencer**

*UU Fellowship, Statesboro, GA*

Dr. Leon Spencer is an active UU layman and a professor of counseling at Georgia Southern University. He was honored at the 2007 GA with the Award for Distinguished Service to the Cause of Unitarian Universalism, the denomination's highest honor, recognizing his volunteer work, which has spanned four decades. From organizing UU expatriates living in Europe in the 1970s, to creating and coordinating anti-racism and anti-oppression workshops for UU congregations in the 1980s, to providing leadership at congregational, district, and denominational levels in the 1990s and 2000s, he has lived the ideals of Unitarian Universalism.

### **The Rev. Darrick Jackson**

*UU Church, Meriden, CT*

The Rev. Darrick Jackson is a member of the Unitarian Universalist Church of Meriden, Conn. He was previously a member of both Arlington Street Church in Boston the Church of the Younger Fellowship. Darrick has been very involved on a local, district and continental level, particularly with youth and young adult communities. He looks forward to building on the connections that he has made over the years, and forging new ones, to help develop the leadership base of our denomination.

### **Aymie Manning**

*First UU Church, New Orleans, LA*

## GENERAL ASSEMBLY PLANNING COMMITTEE

*Four positions open; four-year term*

### **Barton Frost**

*Church of the Younger Fellowship*

I am a 22-year-old recent graduate of the University of Massachusetts. I am a lifelong UU and a current member of the Church of the Younger Fellowship. I was active in Young Religious UUs as a youth chaplain and chaplain trainer and also a member of the General Assembly Youth Caucus staff for five years. I think it is important for our faith to be expressed through large, multigenerational, business-oriented events such as GA. We, as a spiritual community, have an obligation to help our member churches' representatives attend and then share the wealth of information and experiences they've had, therefore I believe we should examine the way we hold GA to see if there are ways to reduce the cost and still provide the programming that makes it great.

## **The Rev. Walter F. Wieder**

*UU Church, Surprise, AZ*

I have been an active UU parish minister for more than 35 years. I currently serve the Unitarian Universalist Church in Surprise, Ariz. I am active with the Pacific Southwest District and the UUMA. I also host a weekend radio show in Phoenix on KNUV-AM. I bring a pastoral presence to the committee meetings and a pastoral sensibility to the discussion and planning of the programming the GAPC provides. My primary responsibilities are working with Worship & Celebration, liaison to the Service of the Living Tradition, and staffing the chaplain's program at GA. It has been both a pleasure and a privilege to work with the people who make up your GA Planning Committee.

### **Lynda Bluestein**

*Unitarian Church, Westport, CT*

I am an active member of the Church of the Larger Fellowship and The Unitarian Church in Westport, Conn., and have served the Metro New York District as a board member and president. My career has spanned management, marketing and fundraising, which has been a good background for my work with the GAPC. Currently, I'm chair of the Worship & Celebration Task Group, liaison to Music and chair of Communications. The GAPC requires a lot of its members, but it also gives back a lot. Planning GA is a chance to create a welcoming gathering where magic moments can transpire. I love it!

### **Barbara Atlas**

*UU Church, Long Beach, Calif.*

Currently an active member and leader of my congregation. Served the district in many capacities prior to our change in governance. Work experience includes importing, buying, sales, management and bookkeeping. Love to read, travel, avid local college sports fan. As a planning committee member, I convene the Communications/Programs Task Group and chair the Program Group. I also work with Scholarships, Sponsored Programs, Program Monitoring, Ushers, Children's Programs and the reference manuals. I love this work and appreciate the opportunity to continue with the Planning Committee as we strive to make GA the best possible experience for every participant.

# UUA BYLAWS

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*As amended through March 1, 2009*

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## ARTICLE I Name

### Section C-1.1. Name.

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

## ARTICLE II Principles and Purposes

### Section C-2.1. Principles.

We, the member congregations of the Unitarian Universalist Association, covenant to affirm and promote

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

The living tradition which we share draws from many sources:

- Direct experience of that transcending mystery and wonder, affirmed in all cultures, which moves us to a renewal of the spirit and an openness to the forces which create and uphold life;
- Words and deeds of prophetic women and men which challenge us to confront powers and structures of evil with justice, compassion and the transforming power of love;
- Wisdom from the world's religions which inspires us in our ethical and spiritual life;
- Jewish and Christian teachings which call us to respond to God's love by loving our neighbors as ourselves;
- Humanist teachings which counsel us to heed the guidance of reason and the results of science, and warn us against idolatries of the mind and spirit;
- Spiritual teachings of Earth-centered traditions which celebrate the sacred circle of life and instruct us to live in harmony with the rhythms of nature.

Grateful for the religious pluralism which enriches and ennobles our faith, we are inspired to deepen our understanding and expand our vision. As free congregations we enter into this covenant, promising to one another our mutual trust and support.

### Section C-2.2. Purposes.

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

### Section C-2.3. Non-discrimination.

The Association declares and affirms its special responsibility, and that of its member congregations and organizations, to promote the full participation of persons in all of its and their activities and in the full range of human endeavor without regard to race, ethnicity, gender, disability, affectional or sexual orientation, age, language, citizenship status, economic status, or national origin and without requiring adherence to any particular interpretation of religion or to any particular religious belief or creed.

### Section C-2.4. Freedom of Belief.

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

## ARTICLE III Membership

### Section C-3.1. Member Congregations.

The Unitarian Universalist Association is a voluntary association of autonomous, self-governing local churches and fellowships, referred to herein as member congregations, which have freely chosen to pursue common goals together.

### Section C-3.2. Congregational Polity.

Nothing in these Bylaws shall be construed as infringing upon the congregational polity or internal self-government of member congregations, including the exclusive right of each such congregation to call and ordain its own minister or ministers, and to control its own property and funds. Any action by a member congregation called for by these Bylaws shall be deemed to have been taken if certified by an authorized officer of the congregation as having been duly and regularly taken in accordance with its own procedures and the laws which govern it.

### \*Section C-3.3. Admission to Membership.

A church or fellowship may become a member congregation upon acceptance by the Board of Trustees of the Association of its written application for membership in which it subscribes to the principles of and pledges to support the Association. The Board of Trustees shall adopt rules to carry out the intent of this Section.

### Section 3.4. Church of the Larger Fellowship.

The Church of the Larger Fellowship, Unitarian Universalist, shall be a member congregation which is not considered to be located in any particular district.

### \*Section C-3.5. Certification of Membership.

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

- (a) conducted regular religious services;
- (b) held at least one business meeting of its members, elected its own officers and maintained adequate records of membership; and
- (c) made a financial contribution to the Association.

Member congregations must furnish the Association with a report of their activities showing compliance with subsection (a) and (b) above.

Compliance with subsection (c) above shall be determined by appropriate financial records of the Association. A member congregation shall also be considered to be certified for that part of any particular current fiscal year which precedes the deadline established by the Board of Trustees for submitting proof of compliance with subsection (a) and (b) above if during the next preceding fiscal year such a congregation made a financial contribution to the Association and filed the report required by this section during that year.

A member congregation which has not been certified for three consecutive fiscal years shall be deemed inactive and placed in an "inactive congregation" category.

The Board of Trustees shall make rules to carry out the intent of this section and shall determine which member congregations meet the requirements set forth herein for any fiscal year of the Association.

121 **Section C-3.6. Termination of Membership.**

122 A church or fellowship upon written notification to the Association  
123 may withdraw from the Association at any time. The Board of  
124 Trustees may terminate the membership of any congregation that,  
125 pursuant to the provisions of Section C-3.5, has been placed in an  
126 "inactive congregation" category maintained by the Association but  
127 shall do so only after consultation with:

- 128 (a) the local congregation in question, whenever possible;
- 129 (b) the President of the district in which the congregation is  
130 located or such other authorized official as the district  
131 designates in writing to the Association; and
- 132 (c) the trustee representing the district in which the  
133 congregation is located.

134 **\*Section C-3.7. Associate Member Qualifications.**

135 The Board of Trustees may admit to associate membership in the  
136 Association any major organization whose membership or  
137 constituency consists of individuals located throughout the  
138 Association and whose purposes and programs it finds to be  
139 auxiliary to and supportive of the principles of the Association and  
140 which pledges itself to support the Association. The Board of  
141 Trustees may terminate such associate membership upon a  
142 finding that the organization no longer meets the foregoing  
143 qualifications.

144 The Board of Trustees may adopt rules governing the  
145 requirements for admission to and retention of associate  
146 membership. An associate member organization shall be  
147 recognized as certified during the fiscal year in which it becomes a  
148 member, and during each subsequent fiscal year if it has made a  
149 financial contribution to the Association during the immediately  
150 preceding fiscal year. The Association shall neither exercise  
151 control over nor assume responsibility for the programs, activities  
152 or finances of any associate member.

153 **\*Section C-3.8. Independent Affiliate Organizations.**

154 The Board of Trustees may admit to affiliated status those  
155 independently constituted and operated organizations whose  
156 purposes and intentions it finds to be in sympathy with the  
157 principles of the Association, and may terminate such status upon  
158 finding that the organization no longer meets the foregoing  
159 qualifications or is not in compliance with the rules relating to such  
160 organizations. The status granted is that of independent affiliate.  
161 The Board of Trustees shall adopt rules governing the  
162 requirements for admission to and retention of affiliated status.  
163 The requirements shall include financial support of the Association  
164 by payment of an annual contribution. The Association shall  
165 neither exercise control over nor assume responsibility for the  
166 programs, activities, or finances of any independent affiliate.

167 **Section C-3.9. Autonomy of Associate Member  
168 Organizations and Independent Affiliate  
169 Organizations.**

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

173 **Section C-3.10 Members of Member Congregations.**

174 For the purposes of these Bylaws, a member of a member  
175 congregation is any individual who pursuant to its procedures has  
176 full or partial voting rights at business meetings of the  
177 congregation and who is certified as such by an authorized officer  
178 of the congregation.

179 **ARTICLE IV General Assembly**

180 **Section C-4.1. Meetings of the Association.**

181 Each meeting of the Association for the conduct of business shall  
182 be called a General Assembly.

183 **Section C-4.2. Powers and Duties.**

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

186 **Section 4.3. Regular General Assembly.**

187 A regular General Assembly shall be held at such time during each  
188 fiscal year of the Association as the Board of Trustees shall  
189 determine.

190 **Section 4.4. Special General Assembly.**

191 A special General Assembly may be called by the Board of  
192 Trustees at any time, and shall be called upon petition of not less  
193 than fifty certified member congregations by action of the governing  
194 boards or their congregations. No more than twenty of the fifty  
195 congregations may be from the same district.

196 **Section 4.5. Place of Meeting.**

197 Each regular or special General Assembly shall be held at such  
198 place in the United States or Canada as the Board of Trustees  
199 shall determine.

200 **\*Section 4.6. Notice of Meetings.**

201 Notice of each regular and special General Assembly shall be  
202 given not less than sixty days before the date thereof in such form  
203 and manner as the Board of Trustees shall determine. Such notice  
204 shall state the place, date, and hour of the meeting. Notice of each  
205 special General Assembly shall indicate at whose direction it is  
206 being called.

207 **\*Section C-4.7. Voting.**

208 Voting at each regular and special General Assembly shall be by  
209 accredited delegates from certified member congregations, certified  
210 associate member organizations, and trustees.

211 Each delegate and trustee shall have only one vote, even if present  
212 in more than one capacity. Proxy voting is prohibited except when  
213 the amendment being processed is an amendment of the articles of  
214 organization.

215 **Section 4.8. Delegates.**

216 (a) Member Delegates. Each certified member congregation is  
217 entitled to be represented at each General Assembly by  
218 delegates who are members of such congregation, selected  
219 in accordance with its bylaws or procedures. The Church of  
220 the Larger Fellowship is entitled to 22 such delegates. Other  
221 certified member congregations are entitled to that number  
222 of such delegates determined as follows: the number of  
223 delegates of a certified member congregation shall be equal  
224 to the number of members of the congregation divided by  
225 fifty, plus one delegate for any fraction remaining; provided  
226 that each certified member congregation shall be entitled to  
227 at least two delegates.

228	Membership of	Member
229	Member Congregation	Delegates
230	1-100	2
231	101-150	3
232	151-200	4
233	201-250	5
234	251-300	6
235	301-350	7
236	351-400	8
237	401-450	9
238	451-500	10
239	Over 500	One for each additional 50
240		members or fraction thereof.

241 The number of members of a certified member congregation  
242 which is a member of more than one denomination shall be  
243 determined for the purposes of this section either (i) by  
244 dividing the number of members of the federated church by  
245 the number of denominations included in the federation, or,  
246 at the option of the federated church, (ii) by reporting the

247 actual number of members who identify themselves as  
248 Unitarian Universalists.

249 (b) Minister Delegates and Religious Education Director  
250 Delegates. Each certified member congregation is also  
251 entitled to be represented at each General Assembly by the  
252 ordained minister or ministers in full or associate ministerial  
253 fellowship with the Association settled in such congregation,  
254 and by the director or directors of religious education having  
255 achieved Credentialed Religious Education – Masters Level  
256 status by the Association and employed in such  
257 congregation. In addition, each certified member  
258 congregation is also entitled to be represented at each  
259 General Assembly by any minister emeritus or minister  
260 emerita of such congregation in ministerial fellowship with the  
261 Association and by any director of religious education  
262 emeritus or emerita having achieved Credentialed Religious  
263 Education – Masters Level status by the Association  
264 designated as such by a vote at a meeting of the member  
265 congregation not less than six months prior to the General  
266 Assembly, provided that any such minister has been settled  
267 previously in such congregation, and any such director of  
268 religious education who has been previously employed in  
269 such congregation.

270 (c) Associate Member Delegates. Each certified associate  
271 member organization is entitled to be represented at each  
272 General Assembly by two delegates who are members of a  
273 certified congregation.

#### 274 \*Section C-4.9. Accreditation of Delegates.

275 The Board of Trustees shall make rules for the accreditation of  
276 delegates and voting procedures. Such rules may include the  
277 requirements of payment of a registration fee, a travel fund fee, or  
278 both, in order to vote at a General Assembly, except that these  
279 requirements shall not apply to the right to cast a ballot for any  
280 elective position at large.

#### 281 Section 4.10. Quorum.

282 Not less than 300 accredited delegates representing not less than  
283 100 certified member congregations located in not less than 10  
284 states or provinces shall constitute a quorum at any regular or  
285 special General Assembly.

#### 286 Section 4.11. Tentative Agenda for Regular General 287 Assemblies.

288 The General Assembly Planning Committee shall prepare a  
289 Tentative Agenda for each regular General Assembly which shall  
290 include:

- 291 (a) reports and other matters required by these Bylaws to be  
292 submitted to the General Assembly;
- 293 (b) proposed amendments to these Bylaws which are submitted  
294 as prescribed in Article XIV, Section 14.2;
- 295 (c) items referred by the preceding General Assembly;
- 296 (d) Business Resolutions and proposed amendments to Bylaws  
297 and Rules submitted by the Commission on Appraisal;
- 298 (e) all proposed amendments to Rules and all Business  
299 Resolutions as defined in Rule G-4.18.2, submitted by:
- 300 (1) the Board of Trustees or the Executive Committee;
- 301 (2) not less than fifteen certified member congregations  
302 by action of their governing boards or their  
303 congregations; or
- 304 (3) a petition by not less than 250 members of certified  
305 member congregations with no more than 10  
306 members of any one member congregation counted  
307 as part of the 250;
- 308 (f) proposed amendments to Rules and Business Resolutions  
309 submitted by a district by official action at a duly called

310 meeting at which a quorum is present but not in excess of  
311 three Business Resolutions per district; and

312 (g) Proposed Congregational Study/Action Issues submitted by  
313 the Commission on Social Witness pursuant to Section  
314 4.12(a).

315 Resolutions submitted under (d), (e)(2), (e)(3) and (f) must be  
316 received by the Planning Committee by February 1 whenever the  
317 regular General Assembly opens in June. If the General Assembly  
318 opens in a month other than June, the Business Resolutions  
319 submitted under (d), (e)(2), (e)(3) and (f) must be received no later  
320 than 110 days before the date set for the opening of that General  
321 Assembly. The UUA Statements of Conscience process  
322 deadlines are established by Sections 4.12(a) and (c) and by the  
323 Board of Trustees pursuant to Section 4.13 whenever one or more  
324 regular General Assembly is scheduled to begin in a month other  
325 than June. The Planning Committee shall include on the Tentative  
326 Agenda all items so submitted. It may submit alternative versions  
327 of Business Resolutions in addition to the original ones submitted if  
328 in its judgment such alternatives clarify the resolutions and may  
329 make such changes in the Business Resolutions as are necessary  
330 to make each conform to a standard format. It may also submit  
331 one or more alternative versions for the purpose of combining two  
332 or more Business Resolutions. Adoption of Business Resolutions  
333 by a General Assembly shall be by two-thirds vote. The Tentative  
334 Agenda shall be mailed to each member congregation, associate  
335 member organization and trustee by March 1 if the General  
336 Assembly opens in June, otherwise, not less than 90 days before  
337 the opening of the General Assembly.

#### 338 \*Section 4.12. UUA Statements of Conscience.

339 The purpose of the Congregational Study/Action Process is to provide  
340 the member congregations of the Association with an opportunity to  
341 mobilize energy, ideas, and resources around a common issue. The  
342 end result will be a deeper understanding of our religious position on  
343 the issue, a clear statement of Association policy as expressed in a  
344 Statement of Conscience, and a greater capacity for the  
345 congregations to take effective action. The process for adoption of  
346 UUA Statements of Conscience shall be as follows:

#### 347 (a) First Cycle Year

348 (1) Each member congregation, district, and sponsored  
349 organization (as designated by the Board of Trustees),  
350 may submit to the Commission on Social Witness by  
351 October 1 in the year preceding a General Assembly one  
352 proposed Congregational Study/Action Issue, such  
353 proposed Congregational Study/Action Issue to be  
354 approved at a duly called meeting of its members or its  
355 governing board at which a quorum is present. This  
356 commences the process of a four year UUA Statement of  
357 Conscience cycle ("the Cycle"). A Cycle year ends at the  
358 close of General Assembly.

359 (2) The Commission on Social Witness shall by November 1  
360 of that year submit to the Planning Committee for  
361 inclusion on the Tentative Agenda of the regular General  
362 Assembly not more than ten proposed Congregational  
363 Study/Action Issues, each of which shall be based in  
364 whole or in part on the issues submitted to it as described  
365 in the previous subsection. The Commission on Social  
366 Witness shall verify with the proposing congregation,  
367 district, or sponsored organization that the proposed  
368 Study/Action Issue reflects the intent of the proposer prior  
369 to being included in the poll ballot. The ten proposed  
370 Congregational Study/Action Issues shall be included for  
371 approval by the congregations on the Congregational Poll  
372 ballot, such ballot to be available and congregations  
373 notified of its availability by November 15 of the same

374	year. Congregational Poll ballots concerning the	430 (c) Third Cycle Year
375	proposed Congregational Study/Action Issue shall be due	
376	by February 1 of the following year (the first Cycle year).	431
		432
377	(3) For the proposed Congregational Study/Action Issue to be	433
378	placed on the Final Agenda of the General Assembly,	434
379	twenty-five percent (25%) of all certified congregations	435
380	must participate in the ballot vote concerning the	
381	proposed Congregational Study/Action Issues.	436
		437
382	(4) The proposed Congregational Study/Action Issue shall be	438
383	ranked in the order of the votes received in the	439
384	Congregational Poll. The Study/Action Issues receiving	440
385	the most votes (not to exceed five in number) shall be	441
386	submitted to the General Assembly as follows:	
		442
387	(i) Each of the Proposed Congregational Study/Action	443
388	Issues shall be presented to the General Assembly by	444
389	a delegate, and one such proposed Congregational	445
390	Study/Action Issue shall be referred for study by virtue	446
391	of having received the highest number of votes	447
392	among all proposed Congregational Study/Action	448
393	votes cast by the General Assembly, provided,	449
394	however, that if no proposed Congregational	450
395	Study/Action Issue receives a majority of the votes	451
396	cast, then a second vote shall be taken between the	452
397	two issues receiving the highest number of votes cast	453
398	in the initial election.	454
		455
399	(ii) After one Congregational Study/Action Issue has	456
400	been referred for study in accordance with (i) above,	457
401	the Advocacy and Witness staff shall conduct a	458
402	workshop to discuss processes for study and action	459
403	on the selected issue. By November 1 following the	
404	General Assembly, the Advocacy and Witness staff	460
405	shall have developed a resource guide pertaining to	461
406	the Congregational Study/Action Issue selected by the	462
407	General Assembly. The resource guide shall be	463
408	made available and congregations notified of its	464
409	availability.	
		465 (d) Fourth Cycle Year
410	(5) If a UUA Statement of Conscience has been adopted in	466
411	the previous year, the regular meeting of the General	467
412	Assembly shall also conduct workshops on the	468
413	implementation of such UUA Statement of Conscience.	469
		470
414	(6) If no proposed Congregation Study/Action Issues are on	471
415	the Final Agenda in the first Cycle year, or if no	
416	Congregational Study/Action Issue is referred for study by	472
417	the General Assembly, then following the regular meeting	473
418	of the General Assembly, the Cycle shall begin again as	474
419	set forth in this subsection.	475
		476
420 (b) Second Cycle Year		477
		478
421	(1) Member congregations and the districts shall submit by	479
422	not later than March 1 of the second Cycle year	480
423	comments regarding the Congregational Study/Action	481
424	Issue and the related resource guide to the Commission	482
425	on Social Witness.	483
		484
426	(2) During the meeting of the General Assembly in the	485
427	second Cycle year the Commission on Social Witness	486
428	shall conduct workshops on the Congregational	487
429	Study/Action Issue.	488

489 Final Agenda with a proposal to drop such Congregational  
490 Study/Action Issue.

491 (3) Following the regular meeting of the General Assembly in  
492 the fourth Cycle year, the Cycle shall begin again as set  
493 forth in Section 4.12(a) above.

494 (e) The Cycle may begin again, as set forth in Section 4.12(a), only  
495 after the General Assembly in the second Cycle year of a  
496 Congregational Study/Action Issue, and as provided in  
497 Sections 4.12(a)(6) and 4.12(d)(3).

498 **Section 4.13. Revision of UUA Statements of**  
499 **Conscience Process Schedule.**

500 If the Board of Trustees votes to schedule one or more regular  
501 General Assemblies to begin in a month other than June, the  
502 Board of Trustees shall forthwith revise the UUA Statements of  
503 Conscience process schedule set forth in Section 4.12 accordingly  
504 and shall immediately notify the member congregations, the  
505 districts and the Commission on Social Witness of the revised  
506 schedule in writing.

507 **Section 4.14. Final Agenda for Regular General**  
508 **Assemblies.**

509 The Planning Committee shall prepare a Final Agenda for each  
510 General Assembly which shall include:

511 (a) all reports and other matters required by these Bylaws to be  
512 submitted to the General Assembly and all proposed  
513 amendments to Bylaws and Rules appearing on the  
514 Tentative Agenda that meet the requirements of Rule G-  
515 4.18.3;

516 (b) those Business Resolutions, including alternative versions,  
517 on the Tentative Agenda which meet the requirements of  
518 Rule G-4.18.3;

519 (c) Business Resolutions, amendments to Rules or Bylaws or  
520 other items submitted by the Planning Committee, the Board  
521 of Trustees or the Executive Committee, which did not  
522 originally appear on the Tentative Agenda, provided,  
523 however, that any such items appear on the Final Agenda  
524 accompanied by an explanation for the delayed submission;

525 (d) additional proposed amendments to Bylaws submitted by the  
526 Commission on Appraisal;

527 (e) those proposed Congregational Study/Action Issues on the  
528 Tentative Agenda which meet the requirements of Rule G-  
529 4.18.3, and if applicable pursuant to Sections 4.12(a); and

530 (f) the UUA Statement of Conscience submitted by the  
531 Commission on Social Witness pursuant to Section 4.12 (c)  
532 and (d), if applicable.

533 The Planning Committee shall mail the Final Agenda to each  
534 member congregation, associate member organization and trustee  
535 not less than 30 days before the General Assembly.

536 **Section 4.15. Agenda for Special General Assemblies.**

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

540 (a) the Board of Trustees;

541 (b) the petition, if any, which calls the special General  
542 Assembly; or

543 (c) not less than 50 certified member congregations by action of  
544 their governing boards or their congregations, with no more  
545 than 20 of the 50 congregations from the same district.

546 The agenda shall be mailed to each member congregation,  
547 associate member organization and trustee not less than 30 days  
548 before the General Assembly.

549 **\*Section 4.16. Additions to the Agenda of Regular**  
550 **General Assemblies.**

551 (a) Non-substantive items related to greetings and similar  
552 matters may be admitted to the agenda by a regular General  
553 Assembly.

554 (b) Not more than six General Assembly Actions of Immediate  
555 Witness, (year) may be admitted to the agenda of a regular  
556 General Assembly and acted upon.

557 (1) A General Assembly Action of Immediate Witness,  
558 (year) is one concerned with a significant action,  
559 event or development the timing or specificity of which  
560 makes it inappropriate to be addressed by a UUA  
561 Statement of Conscience pursuant to the Study/Action  
562 process.

563 (2) The petition to admit such resolutions to the agenda  
564 must be signed by 150 delegates from at least 25  
565 congregations in at least five districts. If six petitions  
566 or fewer are received, all petitions received that have  
567 the requisite level of delegate and congregation  
568 support are eligible to be considered for possible  
569 admission to the Agenda. In the event more than six  
570 petitions are submitted that satisfy the sponsorship  
571 requirement, the Commission on Social Witness shall  
572 select six from among those which meet the criteria  
573 for a General Assembly Action of Immediate Witness,  
574 (year) and shall submit those six actions to the  
575 Agenda of the General Assembly (along with a  
576 tentative designation of scope, i.e., U.S. or  
577 Continental) for possible admission.

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

587 (4) During the General Assembly, a mini-assembly shall  
588 be 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  
592 on Social Witness shall finalize each General  
593 Assembly (U.S. or Continental) Action of Immediate  
594 Witness, (year), and the chairperson of the  
595 Commission on Social Witness, in consultation with  
596 the moderator of the General Assembly, the  
597 parliamentarian and legal counsel, shall prioritize  
598 unincorporated amendments for consideration by the  
599 General Assembly.

600 (5) Adoption of a General Assembly (U.S. or Continental)  
601 Action of Immediate Witness, (year) shall be by a two-  
602 thirds vote.

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

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

610 (1) A Responsive Resolution is a resolution made in  
611 response to a substantive portion of a report by an  
612 officer or committee reporting to a regular General  
613 Assembly.

614 (2) Adoption of a Responsive Resolution shall be by two-  
615 thirds vote.

616 **Section 4.17. Items Admitted to Special General**  
617 **Assembly Agenda.**

618 Except for non-substantive items related to greetings and similar  
619 matters, no item not on the agenda for a Special General Assembly  
620 shall be admitted to the agenda of that Assembly.

621 **\*Section 4.18. Agenda Rules.**

622 General Assemblies shall adopt rules relating to the agenda.

623 **\*Section 4.19. Rules of Procedure.**

624 Rules of procedure for the conduct of the meeting shall be adopted  
625 at each General Assembly.

626 **ARTICLE V Committees of the Association**

627 **Section 5.1. Committees of the Association.**

628 The standing committees of the Association shall be:

- 629 (a) the Nominating Committee;
- 630 (b) the General Assembly Planning Committee;
- 631 (c) the Commission on Appraisal;
- 632 (d) the Commission on Social Witness; and
- 633 (e) the Board of Review.

634 **Section 5.2. Election and Terms of Office.**

635 Elected members of all Section 5.1 committees shall take office at  
636 the close of the General Assembly at which they are elected and  
637 shall serve until their successors are elected and qualified except  
638 as otherwise provided herein.

639 One-half as nearly as possible of the elected members of the  
640 General Assembly Planning Committee and the Commission on  
641 Social Witness shall be elected at the regular General Assembly  
642 held in each odd-numbered year. The elected members of the  
643 General Assembly Planning Committee and the Commission on  
644 Social Witness shall serve for terms of four years. One-third of  
645 the members of the Nominating Committee and the Commission  
646 on Appraisal shall be elected at the regular General Assembly  
647 held in each odd-numbered year. The elected members of the  
648 Nominating Committee and the Commission on Appraisal shall  
649 serve for single terms of six years. Any member of the  
650 Nominating Committee or the Commission on Appraisal in office  
651 for a period of more than three years shall be deemed to have  
652 completed a six-year term for the purposes of re-election.

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

654 In order to qualify to be appointed or to continue as a member of a  
655 standing committee of the Association, a person must be a  
656 member of a member congregation.

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

658 A member of any standing committee of the Association may be  
659 removed by a three-fourths vote of the Board of Trustees at a  
660 meeting at which not less than three-fourths of the Board is  
661 present, if in the opinion of the Board the member is incapacitated  
662 or otherwise unable to carry out the duties of the office.

663 **Section 5.5. Vacancies.**

664 A vacancy created by the death, disqualification, resignation, or  
665 removal of an elected member of a standing committee of the  
666 Association shall be filled by the Board of Trustees until the next  
667 regular General Assembly held in an odd-numbered year. The  
668 vacancy shall then be filled by election for the balance of the  
669 unexpired term, if any.

670 **Section 5.6. Nominating Committee.**

671 The Nominating Committee shall consist of nine elected members.  
672 A member shall not during the term of office hold any salaried  
673 position in the Association, and shall not be eligible for re-election

674 to the Nominating Committee until after an interim of four years.  
675 The Nominating Committee shall submit nominations for certain  
676 elective positions of the Association, as provided in Article IX.

677 **Section 5.7. General Assembly Planning Committee.**

678 The General Assembly Planning Committee shall consist of eight  
679 elected members and two members appointed by the Board of  
680 Trustees at its first meeting following the regular General  
681 Assembly in each odd-numbered year. No elected member shall  
682 serve on the Committee for more than two four-year terms in  
683 succession. The appointed members shall serve for terms of two  
684 years and until their successors are appointed and qualified. The  
685 Committee shall prepare the agenda for each regular General  
686 Assembly and shall be responsible for arrangements for programs  
687 and meetings to be held in connection therewith. It may establish  
688 subcommittees of its members and may delegate part or all of its  
689 powers to them.

690 **Section 5.8. Commission on Appraisal.**

691 The Commission on Appraisal shall consist of nine elected  
692 members. A member shall not during the term of office serve as a  
693 trustee or officer or hold a salaried position in the Association. The  
694 Commission on Appraisal shall:

- 695 (a) review any function or activity of the Association which in its  
696 judgment will benefit from an independent review and report  
697 its conclusions to a regular General Assembly;
- 698 (b) study and suggest approaches to issues which may be of  
699 concern to the Association; and
- 700 (c) report to a regular General Assembly at least once every four  
701 years on the program and accomplishments of the  
702 Association.

703 **Section 5.9. Commission on Social Witness.**

704 The Commission on Social Witness shall consist of three  
705 members elected by the General Assembly and two members  
706 appointed by the Board of Trustees. The election and appointment  
707 of members shall occur only at regular General Assemblies held in  
708 odd numbered years.

709 (a) Each appointment and election of a member to the  
710 Commission will be for a term of four years;

711 (b) One member shall be appointed each odd-numbered year;  
712 and

713 (c) No fewer than one nor more than two members shall be  
714 elected each odd-numbered year, as is required to insure a  
715 full complement of elected members.

716 No member shall serve on the Commission for more than two four-  
717 year terms in succession. In the case of a vacancy in an appointed  
718 position by reason of death, disqualification, resignation or removal,  
719 the vacancy shall be filled at any time for the remainder of the term  
720 by appointment by the Board of Trustees for the balance of the  
721 term. The duties of the Commission are described in Section 4.12  
722 and Section 4.16 of the Bylaws and Rules G-4.12.1, G-4.12.2, and  
723 G-4.18.2.

724 **Section 5.10. Board of Review.**

725 (a) Members. The Board of Review shall consist of eight  
726 members as follows:

727 (1) Three members who are ministers, each of whom at the  
728 time of election is in final ministerial fellowship with the  
729 Association and has held such fellowship continuously  
730 for the preceding seven years; and

731 (2) One member who is a credentialed religious educator-  
732 masters level; and

733 (3) Four members who are not ministers or credentialed  
734 religious educators, each of whom at the time of  
735 election is a member of a certified member  
736 congregation and has been a member of one or more



737 such congregations for not less than three years as an  
738 officer or a member of the governing bodies of one or  
739 more such congregations.

740 (b) Election and Term. At each regular General Assembly held  
741 in an odd-numbered year one person who is neither a  
742 minister nor a credentialed religious educator shall be elected  
743 and shall serve for a term of eight years and until a successor  
744 is elected and qualified. At each regular General Assembly  
745 held in an odd-numbered year there shall be elected either a  
746 minister, as described in subsection (a)(1) above, or a  
747 credentialed religious educator-masters level as described in  
748 section (a)(2) above, who shall serve for a term of eight years  
749 and until a successor is elected and qualified. In the first  
750 election in an odd-numbered year following the adoption of  
751 the amendment to this subsection (b) as stated above, the  
752 election shall be of a credentialed religious educator, and this  
753 sentence shall thereafter be deleted from this subsection.

754 (c) Qualifications. No member of the Board of Review shall  
755 during the term of office be a member of the Ministerial  
756 Fellowship Committee, the Religious Education Credentialing  
757 Committee, or hold any salaried position in the Association.

758 (d) Removal. A member of the Board of Review may be  
759 removed without hearing by the vote of six other members.

#### 760 **Section 5.11. Additional Committees.**

761 Additional committees may be created by any General Assembly  
762 by adoption of a resolution which shall state the membership,  
763 terms, qualification, method of selection, and duties thereof.

#### 764 **Section 5.12. Presiding Officer.**

765 Each committee shall elect a presiding officer from among its  
766 members at its first meeting following the regular General  
767 Assembly in each odd-numbered year. In the absence of such  
768 election the Board of Trustees may designate a temporary  
769 presiding officer from among members of the committee.

#### 770 **Section 5.13. Time and Place of Meetings.**

771 Each committee shall hold meetings at such times and places as it  
772 may determine.

#### 773 **Section 5.14. Call and Notice of Meetings.**

774 Meetings of committees may be called by the presiding officer and  
775 shall be called by the presiding officer at the request of a majority  
776 of the members of the entire committee. Notice of committee  
777 meetings shall be given in writing not less than ten nor more than  
778 sixty days before the meeting and shall state the time and place of  
779 the meeting.

### 780 **ARTICLE VI Board of Trustees**

#### 781 **Section C-6.1. Responsibility.**

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

#### 785 **Section 6.2. Powers.**

786 The Board of Trustees shall act for the Association between  
787 General Assemblies.

#### 788 **Section 6.3. Membership.**

789 The Board of Trustees shall consist of:

- 790 (a) the President, without vote, the Moderator and the Financial  
791 Advisor;
- 792 (b) Three trustees elected at large, and a youth trustee at large;
- 793 (c) one trustee representing each district.

#### 794 **\*Section 6.4. Election of Trustees.**

795 The youth trustee at large and one-half of the other number of  
796 trustees at large shall be elected at the regular General Assembly  
797 held in each odd-numbered year. One-half, as nearly as possible,

798 of the trustees representing districts shall be elected prior to each  
799 such General Assembly. The Board of Trustees shall divide the  
800 districts into two groups for purposes of electing trustees.

#### 801 **Section 6.5. Term.**

802 Trustees shall take office immediately after the close of the  
803 General Assembly at or prior to which they are elected and, with the  
804 exception of the youth trustee at large, shall serve for terms of four  
805 years or until their successors are elected and qualified. The youth  
806 trustee at large shall serve for a term of two years or until his or her  
807 successor is elected and qualified. Any partial term of more than  
808 two years shall be considered a full term for purposes of this  
809 section. No trustee may serve more than two successive full terms.  
810 However, a trustee may at any time become one of the  
811 elected officers of the Association and serve as long in that office  
812 as if such trustee had not previously been a trustee. No person  
813 who has served as elected officer for a full term shall thereafter be  
814 elected a trustee without an interim of four years.

#### 815 **\*Section 6.6. Qualifications of Trustees.**

816 Each elected trustee shall be a member of a member congregation.  
817 An elected trustee representing a district shall reside in that district  
818 and shall be a member of a member congregation located in the  
819 district. A trustee who ceases to meet these qualifications shall  
820 be disqualified and the office declared vacant. The youth trustee at  
821 large shall be an individual aged 14 to 20 inclusive years at the time  
822 of election. Not more than one trustee shall be a member of the  
823 same member congregation. If a trustee becomes a member of a  
824 member congregation in which another trustee is already a  
825 member, such trustee shall be disqualified and the office declared  
826 vacant. The Board of Trustees shall adopt rules for the application  
827 of this section to persons holding membership in more than one  
828 member congregation.

#### 829 **Section 6.7. Resignation and Removal of Trustees.**

830 A trustee may at any time resign by giving written notice to the  
831 Board of Trustees. Such resignation shall take effect at the time  
832 specified therein, or, if no time is specified, then on delivery. A  
833 trustee may be removed by a three-fourths vote of the entire Board  
834 at a meeting at which not less than three-fourths of the entire  
835 Board is present if in the opinion of the Board such trustee is  
836 incapacitated or otherwise unable to carry out the duties of the  
837 office.

#### 838 **Section 6.8. Vacancies.**

839 (a) Trustee at Large. A vacancy created by the death,  
840 disqualification, resignation, or removal of a trustee at large  
841 shall be filled by majority vote of the remaining trustees until  
842 the next regular General Assembly at which an election can  
843 be held. The vacancy shall then be filled by election for the  
844 balance of the unexpired term, if any.

845 (b) Trustee Representing District. A vacancy created by death,  
846 disqualification, resignation, or removal of a trustee  
847 representing a district or by the creation of a new district  
848 entitled to be represented by a trustee shall be governed by  
849 the bylaws of the district and Section 9.11 of these Bylaws  
850 subject to the following limitations:

- 851 (1) If fewer than two regular General Assemblies have  
852 met and adjourned since the General Assembly at  
853 which the trustee took office, the governing body of  
854 the district shall make an interim appointment until the  
855 position is filled by a special election within one year  
856 from the date the vacancy occurs;
- 857 (2) If the vacancy occurs at any other point in the term,  
858 either the governing body of the district shall fill the  
859 vacancy for the remainder of the term or the District  
860 shall provide for an interim appointment by its  
861 governing body until the position is filled by a special  
862 election.

863 An invalid election does not create a vacancy for purposes of this  
864 section.

865 **Section 6.9. Place of Meeting.**

866 The Board of Trustees shall hold its meetings at such places as  
867 the Board may determine.

868 **Section 6.10. Regular Meetings.**

869 Regular meetings of the Board of Trustees shall be held at such  
870 times as the Board may determine. No fewer than three regular  
871 meetings of the Board shall be held during each fiscal year of the  
872 Association.

873 **Section 6.11. Special Meetings.**

874 Special meetings of the Board of Trustees may be called by the  
875 Moderator or President, and shall be called by the Moderator at the  
876 request of eight trustees. Notice of special meetings shall be given  
877 in writing not less than five nor more than sixty days before the  
878 meeting and shall state the agenda, time and place of the meeting.

879 **Section 6.12. Waiver of Notice.**

880 Notice of a meeting need not be given to any trustee who submits a  
881 signed waiver of notice whether before or after the meeting, or who  
882 attends the meeting without protesting, prior thereto or at its  
883 commencement, the lack of notice.

884 **Section 6.13. Quorum.**

885 A majority plus one of the entire voting membership of the Board of  
886 Trustees shall constitute a quorum for the transaction of business.

887 **Section 6.14. Compensation.**

888 Except for the President, members of the Board of Trustees shall  
889 not receive compensation for their services but shall be reimbursed  
890 as determined by the Board of Trustees for the expenses  
891 reasonably incurred by them in the performance of their duties.

892 **Section 6.15. Annual Report.**

893 The Secretary shall on behalf of the Board of Trustees present an  
894 annual report of its activities to the member congregations and at  
895 each regular General Assembly.

896 **ARTICLE VII**  
897 **Committees of the Board of Trustees**

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

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

- 900 (a) the Executive Committee;
- 901 (b) the Ministerial Fellowship Committee;
- 902 (c) the Finance Committee;
- 903 (d) the Investment Committee;
- 904 (e) the Religious Education Credentialing Committee; and
- 905 (f) the Audit Committee.

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

907 Members of the Executive Committee, Finance Committee,  
908 Investment Committee, Religious Education Credentialing  
909 Committee, and board-appointed members of the Ministerial  
910 Fellowship Committee and Audit Committee shall be appointed by  
911 the Board at its first meeting following the regular General  
912 Assembly in each odd-numbered year except as otherwise  
913 provided herein. Members of such committees shall serve for  
914 terms of two years and until their successors are appointed and  
915 qualified.

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

917 Standing committee members appointed by the Board of Trustees  
918 serve at the pleasure of the Board and may be removed by it at any  
919 time.

920 **Section 7.4. Vacancies.**

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

923 **Section 7.5. Executive Committee.**

924 The Executive Committee shall consist of the Moderator, the First  
925 Vice Moderator, the Secretary, the Financial Advisor, and the Chair  
926 of the Finance Committee. The position on the committee  
927 occupied by the First Vice Moderator shall be filled by the Second  
928 Vice Moderator at any meeting of the committee from which the  
929 First Vice Moderator is absent or at which the First Vice Moderator  
930 is presiding in the absence of the Moderator. The position on the  
931 committee occupied by the Secretary shall be filled by the  
932 Assistant Secretary at any meeting of the committee from which  
933 the Secretary is absent. The Executive Committee shall conduct  
934 the current and ordinary business of the Association between  
935 meetings of the Board of Trustees. If between meetings of the  
936 Board of Trustees, matters arise which (1) in the opinion of the  
937 Executive Committee are not current and ordinary business but in  
938 the best interests of the Association must nevertheless be acted  
939 upon, or (2) the Executive Committee has been authorized by the  
940 Board to be acted upon, then the Executive Committee may act  
941 thereon for the Board of Trustees, but only if four or more  
942 members vote the action.

943 **Section 7.6. Ministerial Fellowship Committee.**

944 The Ministerial Fellowship Committee shall consist of fourteen  
945 members as follows:

- 946 (a) six members who are not ministers appointed by the Board;
- 947 (b) six members who are ministers in final fellowship with the  
948 Association, appointed by the Board; and
- 949 (c) two members appointed by the Unitarian Universalist  
950 Ministers Association.

951 Two members of the committee, and only two, shall be trustees.  
952 The committee shall have jurisdiction over ministerial fellowship  
953 with the Association as provided in Article XI hereof. The Board of  
954 Trustees shall designate a person who is not a member of the  
955 committee to be its Executive Secretary and keep its records.

956 **Section 7.7. Finance Committee.**

957 The Finance Committee shall consist of the Financial Advisor, the  
958 Treasurer, five trustees who shall not be members of the  
959 Investment Committee, and the Moderator without vote. The duties  
960 of the Finance Committee are set forth in Article X.

961 **Section 7.8. Investment Committee.**

962 The Investment Committee shall consist of the Financial Advisor,  
963 the Treasurer, and five other persons, at least one of whom shall  
964 be a trustee and none of whom shall be members of the Finance  
965 Committee. The duties of the Investment Committee are set forth  
966 in Article X.

967 **Section 7.9. Additional Committees.**

968 The Board of Trustees may appoint additional committees to serve  
969 at its pleasure and shall determine the membership, qualifications,  
970 and duties thereof.

971 **Section 7.10. Presiding Officer.**

972 The Board of Trustees shall appoint one member of each standing  
973 committee of the Board to be its presiding officer.

974 **Section 7.11. Time and Place of Meetings.**

975 Each standing committee of the Board shall hold meetings at such  
976 times and places as it may determine.

977 **Section 7.12. Call and Notice of Meetings.**

978 Meetings of standing committees of the Board may be called by the  
979 presiding officer and shall be called by the presiding officer at the  
980 request of a majority of the members of the entire committee.  
981 Unless the Board of Trustees otherwise provides, notice of  
982 meetings of each standing committee shall be given in such a  
983 manner and within such time as the standing committee  
984 determines.

985 **Section 7.13. Religious Education Credentialing**  
986 **Committee.**

987 The Religious Education Credentialing Committee shall consist of  
988 seven members as follows:

- 989 (a) three members, none of whom is a parish minister,  
990 minister of religious education, community minister, a  
991 credentialed religious educator, or a director of religious  
992 education, appointed by the Board;
- 993 (b) one member who is a parish minister or community  
994 minister, appointed by the Board;
- 995 (c) one member who is a minister of religious education,  
996 appointed by the Board;
- 997 (d) one member who is a credentialed religious educator-  
998 masters level, appointed by the Board; and
- 999 (e) one member nominated by the Board of the Liberal  
1000 Religious Educators Association and appointed by the  
1001 Board of Trustees.

1002 The Committee shall have jurisdiction over religious education  
1003 credentialing with the Association as provided in Article XII  
1004 thereof. The Board of Trustees shall designate a person who  
1005 is not a member of the committee to be its Executive  
1006 Secretary and keep its records.

1007 **Section 7.14. Audit Committee.**

1008 The Audit Committee shall consist of five members as follows:

- 1009 a. three persons appointed by the Board, none of whom are  
1010 members of the Board or hold a salaried position with the  
1011 Association;
  - 1012 b. the Financial Advisor; and
  - 1013 c. a member of the Finance Committee, who shall be  
1014 appointed by the Board.
- 1015 No member of the Audit Committee shall serve for more than  
1016 four terms on the Audit Committee.

1017 The duties of the Audit Committee are set forth in Article X.

1018

1019 **ARTICLE VIII Officers of the Association**

1020 **\*Section 8.1. Officers Enumerated.**

- 1021 (a) Elected Officers. The elected officers of the Association shall  
1022 be a Moderator, a President, and a Financial Advisor.
- 1023 (b) Appointed Non-salaried Officers. The appointed non-  
1024 salaried officers of the Association shall include one or more  
1025 Vice Moderators, a Secretary, and a Recording Secretary  
1026 and may include such other officers as the Board of  
1027 Trustees may appoint.
- 1028 (c) Appointed Salaried Officers. The appointed salaried officers  
1029 of the Association shall include a Treasurer, and may  
1030 include one or more vice presidents, assistant treasurers,  
1031 and such other officers as the Board of Trustees may  
1032 determine.

1033 **Section C-8.2. Control by Board of Trustees.**

1034 All officers shall be subject to the direction and control of the Board  
1035 of Trustees. All appointed officers shall be appointed by the Board  
1036 of Trustees and shall serve at its pleasure.

1037 **Section 8.3. Term of Office.**

- 1038 (a) Elected Officers. The elected officers shall be elected at a  
1039 regular General Assembly in an odd-numbered year and  
1040 shall take office immediately after the close of such General  
1041 Assembly.

- 1042 (1) President. The President shall serve for a term of four  
1043 years and until his or her successor is elected and  
1044 qualified. No President shall serve more than two  
1045 successive terms; and any partial term of more than  
1046 two years served by reason of appointment and/or  
1047 election to office pursuant to subsection 8.7(a) below  
1048 shall be considered a full term for purposes of this  
1049 subsection.

- 1050 (2) Moderator and Financial Advisor. The Moderator and  
1051 Financial Advisor shall each serve for a term of four  
1052 years and until his or her successor is elected and  
1053 qualified. No Moderator or Financial Advisor shall  
1054 serve more than two successive full terms; and any  
1055 partial term of more than two years served by reason  
1056 of appointment and/or election to office pursuant to  
1057 subsection 8.7(a) below shall be considered a full  
1058 term for purposes of this subsection.

- 1059 (b) Appointed Non-salaried Officers. The appointed non-  
1060 salaried officers shall serve for one or more terms of two  
1061 years and until their successors are appointed and qualified.

1062 **Section 8.4. Qualification of Officers.**

1063 Each officer of the Association shall be a member of a member  
1064 congregation. If an officer ceases to be a member of any member  
1065 congregation, such officer shall be disqualified and the office  
1066 declared vacant.

1067 **Section 8.5. Removal of Officers.**

- 1068 (a) Elected Officers. An elected officer may be removed by a  
1069 three-fourths vote of the entire Board of Trustees at a  
1070 meeting at which not less than three-fourths of the entire  
1071 Board is present if in the opinion of the Board such officer is  
1072 incapacitated or unable to carry out the duties of the office.  
1073 The President may also be removed by such a vote of the  
1074 Board if it determines that such removal is in the best  
1075 interests of the Association.
- 1076 (b) Appointed Officers. An appointed officer may be removed  
1077 by the Board of Trustees at any time.

1078 **Section 8.6. Resignation.**

1079 An officer may resign at any time by giving written notice to the  
1080 Moderator, who shall immediately forward copies to the Board of  
1081 Trustees. Any such resignation shall take effect at the time  
1082 specified therein, or, if no time is specified, then upon delivery.

1083 **Section 8.7. Vacancies.**

- 1084 (a) Elected Officers. A vacancy created by the death,  
1085 disqualification, resignation, or removal of an elected officer  
1086 shall be filled by the Board of Trustees until the next regular  
1087 General Assembly at which an election can be held. The  
1088 vacancy shall then be filled by election for the balance of the  
1089 unexpired term, if any.
- 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.

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  
1098 and shall assist in promoting its welfare. The Moderator shall serve  
1099 as Chief Governance Officer of the Association.

1100 **Section 8.9. President.**

1101 The President shall be the chief executive officer of the Association  
1102 and shall be a member, ex-officio, without vote, of all standing  
1103 committees of the Association, except the Nominating Committee  
1104 and the Board of Review, and of all standing committees of the

1105 Board except the Ministerial Fellowship Committee and the  
1106 Religious Education Credentialing Committee.

1107 **Section 8.10. Financial Advisor.**

1108 The duties of the Financial Advisor are set forth in Article X.

1109 **\*Section 8.11. Executive Vice President.**

1110 In the event an Executive Vice President should be appointed, the  
1111 Board of Trustees shall describe his or her duties.

1112 **Section 8.12. Vice Moderators.**

1113 The Vice Moderator or Moderators shall be elected from among the  
1114 members of the Board of Trustees by its members. In the absence  
1115 of the Moderator a Vice Moderator shall preside at meetings and  
1116 perform the duties of the Moderator. A Vice Moderator shall  
1117 perform such other duties as may be assigned by the Board. In  
1118 the event that more than one Vice Moderator is elected, one of the  
1119 Vice Moderators shall be designated First Vice Moderator.

1120 **Section 8.13. Vice Presidents.**

1121 Any Vice President appointed shall have such powers and shall  
1122 perform such duties as may be assigned by the Board of Trustees  
1123 or as assigned by the President in conformity with any provisions  
1124 of the Board appointment.

1125 **Section 8.14. Secretary.**

1126 The Secretary shall be appointed from among the members of the  
1127 Board of Trustees and shall perform all duties usually pertaining to  
1128 the office, except those of a Clerk under Massachusetts law. The  
1129 Secretary shall represent the Association on special occasions and  
1130 shall assist in promoting the welfare of the Association.

1131 **Section 8.15. Treasurer.**

1132 The duties of the Treasurer are set forth in Article X.

1133 **Section 8.16. Recording Secretary.**

1134 The Recording Secretary shall at all times be a resident of the  
1135 Commonwealth of Massachusetts and upon being appointed shall  
1136 be sworn to the faithful performance of the duties of the office. If  
1137 the Recording Secretary ceases to be a resident of the  
1138 Commonwealth of Massachusetts, such person shall be  
1139 disqualified and the office declared vacant. The Recording  
1140 Secretary shall keep an accurate record of all meetings of the  
1141 Association and the Board of Trustees, shall perform such other  
1142 duties as may be assigned by the Board, and shall perform the  
1143 duties of a Clerk under Massachusetts law.

1144 **Section 8.17. Other Appointed Officers.**

1145 The Board of Trustees may appoint such other officers as it deems  
1146 necessary and shall fix their powers and duties.

1147 **Section 8.18. Compensation.**

1148 The Moderator, the Financial Advisor, and the appointed non-  
1149 salaried officers shall not receive compensation for their services  
1150 but shall be reimbursed as determined by the Board of Trustees for  
1151 expenses reasonably incurred by them in the performance of their  
1152 duties.

1153 **Section 8.19. Reports by Officers.**

1154 The Moderator, the President, the Financial Advisor, and the  
1155 Treasurer shall each make an annual report to the member  
1156 congregations and to each regular General Assembly.

1157 **ARTICLE IX Nominations and Elections**

1158 **Section 9.1. Elective Positions.**

1159 The elective positions of the Association include the elective  
1160 positions at large and those trustee positions where the election  
1161 occurs at the district level. The elective positions at large of the  
1162 Association are those of the elected officers, those trustees not  
1163 elected at the district level, and the elected members of the  
1164 standing committees of the Association. No person shall hold  
1165 more than one elective position at a time whether by election or  
1166 appointment. Ex officio positions for the purposes of this Bylaw

1167 provision shall be deemed part of the elected position from which  
1168 the ex officio position is derived.

1169 **Section 9.2. Nomination Procedures.**

1170 The nomination procedures set forth in these Bylaws and the  
1171 Rules adopted hereunder are exclusive, and no person who is not  
1172 nominated in accordance with such procedures can be elected to  
1173 any elective position.

1174 **Section 9.3. Notice by Nominating Committee.**

1175 On or before August 1 of each even-numbered year, the  
1176 Nominating Committee shall notify all certified member  
1177 congregations in writing of the elective positions at large and  
1178 vacancies to be filled at the next regular General Assembly.

1179 **Section 9.4. Nomination by Nominating Committee.**

1180 The Nominating Committee shall submit one or more nominations  
1181 for each elective position at large to be filled, except Moderator and  
1182 President, including those to fill any vacancies occurring prior to  
1183 October 1 of the year before the election. Only one person from  
1184 any one member congregation shall be thus nominated to serve on  
1185 the Nominating Committee. The report of the Nominating  
1186 Committee shall be filed with the Secretary of the Association and  
1187 be mailed to all certified member congregations, associate member  
1188 organizations, and trustees on or before December 10 of each  
1189 even-numbered year.

1190 **Section 9.5. Nomination by Petition.**

1191 (a) For Moderator and President. A nomination for the office of  
1192 Moderator or President, or to fill a vacancy in an unexpired  
1193 term occurring prior to December 1 of the year before the  
1194 election shall be by petition signed by no fewer than twenty-  
1195 five certified member congregations, including no fewer than  
1196 five certified member congregations located in each of no  
1197 fewer than five different districts. A certified member  
1198 congregation may authorize the signing of a petition only by  
1199 vote of its governing board or by vote at a duly called meeting  
1200 of its members. Such a petition shall be filed with the  
1201 Secretary of the Association, only in such form as the  
1202 Secretary may prescribe, not later than February 1 of the  
1203 year of the election and not earlier than the preceding March  
1204 1. If no valid and timely nomination is made by certified  
1205 member congregations, the Board of Trustees shall  
1206 nominate one or more candidates for the office.

1207 (b) For Other Elective Positions at Large. A nomination for any  
1208 other elective position at large or to fill a vacancy in an  
1209 unexpired term occurring prior to December 1 of the year  
1210 before the election may be by petition signed by not less  
1211 than fifty members of certified member congregations, with  
1212 no more than ten signatures of members of any one  
1213 congregation counted toward the required fifty. A separate  
1214 petition, in form prescribed by the Secretary, shall be filed for  
1215 each nomination not later than February 1 of the year of the  
1216 election and not earlier than the preceding October 1.  
1217 Nominations for youth trustee at large shall be so designated.

1218 **Section 9.6. Qualifications of Nominees.**

1219 Each person nominated for an elective position at large shall be a  
1220 member of a member congregation. No person shall be nominated  
1221 for more than one such elective position. If a person is nominated  
1222 for more than one such elective position, the Secretary of the  
1223 Association shall so notify such person in writing and such person  
1224 shall have twenty days from the date of the notice to select one  
1225 nomination which is acceptable. In the absence of a timely  
1226 selection, all such nominations shall be void and the person shall  
1227 be so notified in writing by the Secretary.

1228 **Section 9.7. Vacancy in Nominations.**

1229 If all persons nominated for an elective position at large die, decline  
1230 to serve or are disqualified after the time has expired for making  
1231 any further nominations, or if no valid and timely nomination is

1232 made, the position shall be filled after the final adjournment of the  
1233 regular General Assembly at which the election would have been  
1234 held in the same manner as if the position had been filled by  
1235 election and had then become vacant.

#### 1236 **Section 9.8. Supervision of Elections.**

1237 The Secretary shall supervise all elections for elective positions at  
1238 large. The Secretary may appoint a committee of tellers to count  
1239 ballots and perform other routine duties. The Secretary shall  
1240 decide any question arising during such an election concerning:

1241 (a) the interpretation of any provision of these Bylaws or of  
1242 Rules made hereunder relating to election procedures;

1243 (b) any procedural problem relating to the election which is not  
1244 covered by these Bylaws or by the Rules; or

1245 (c) the interpretation of the intent of a voter in marking the ballot.

1246 The Secretary's decision shall be final. The Secretary shall remain  
1247 neutral in the election and shall not engage in electioneering,  
1248 except for advocacy of his or her own candidacy for offices for  
1249 which he or she is nominated.

#### 1250 **Section 9.9. Conduct of Elections at Large.**

1251 (a) Election by Ballot. Voting shall be by written ballot, except  
1252 that if only one person has been validly nominated for each  
1253 elective position at large the persons so nominated shall be  
1254 declared elected and no ballots shall be required.

1255 (b) Persons Entitled to Vote. Ballots shall be cast only by  
1256 accredited delegates from certified member congregations  
1257 and certified associate member organizations to the regular  
1258 General Assembly at which the election is held and by  
1259 trustees. No person shall cast more than one ballot.

1260 (c) Absentee Voting. Those entitled to cast ballots in an election  
1261 may cast their ballots by mail. Absentee ballots shall be  
1262 mailed at least forty five days prior to the General Assembly at  
1263 which the election is being held. An absentee ballot must be  
1264 received by the Secretary not less than seven calendar days  
1265 before the General Assembly in order to be counted.

#### 1266 **\*Section 9.10. Counting of Ballots.**

1267 (a) For President. If there are no more than two duly nominated  
1268 candidates for President, the candidate receiving the greater  
1269 number of votes is elected. If there are more than two duly  
1270 nominated candidates for President, the ballot shall be  
1271 designed to permit the designation of first, second, third, etc.  
1272 choice. If no candidate receives a majority of the first-choice  
1273 votes cast, the candidate receiving the lowest first choice  
1274 vote shall be eliminated and the ballots cast for such  
1275 candidate shall be redistributed in accordance with the  
1276 second choice indicated thereon. This process shall be  
1277 repeated until one candidate receives a majority of all votes  
1278 cast or until only two candidates remain, at which time the  
1279 one receiving the greater number of votes is elected.

1280 (b) For Other Elective Positions at Large. If there is one elective  
1281 position at large to be filled, the candidate receiving the  
1282 greatest number of votes is elected. If there is more than  
1283 one such elective position of the same kind to be filled, the  
1284 candidates respectively receiving the greatest number of  
1285 votes are elected.

#### 1286 **Section 9.11. Nominations and Elections of Trustees 1287 Representing Districts.**

1288 (a) District Bylaws. Each district shall in its bylaws set forth the  
1289 method by which the certified member congregations of the  
1290 Association within that district shall nominate and elect a  
1291 trustee. Where two or more districts are required to share a  
1292 single trustee, each such district shall adopt compatible  
1293 bylaw provisions. In the absence of valid district bylaw  
1294 provisions, the trustee representing that district or group of

1295 districts shall be elected in accordance with the Bylaws and  
1296 Rules\_of the Association.

1297 (b) Time of Election. The election of a district trustee, except an  
1298 election to fill a vacancy pursuant to Section 6.8(b), shall be  
1299 held not less than 45 nor more than 300 days before the  
1300 regular General Assembly following which such trustee is to  
1301 take office.

1302 (c) Method of Nominations. The district bylaws shall provide  
1303 that nominations may be made by a specific number of  
1304 certified member congregations.

1305 (d) Method of Election. If a district's bylaws do not include a  
1306 provision for the election of the trustee representing that  
1307 district or the group of districts of which that district is a part,  
1308 the trustee for that district or the group of districts of which  
1309 that district is a part shall be elected using one of the  
1310 following methods:

1311 (1) at large within the district, with each member of a  
1312 certified member congregation casting a ballot by mail;

1313 (2) by delegates at a district meeting at which each  
1314 certified member congregation is entitled to the same  
1315 number of voting delegates as specified in Section  
1316 4.8(a) of these Bylaws, with absentee ballots by the  
1317 delegates permitted;

1318 (3) by each certified member congregation, acting at a  
1319 legal meeting of such congregation, casting that  
1320 number of votes equal to the number of delegates  
1321 specified in Section 4.8(a) of these Bylaws, allocated  
1322 among the candidates as it shall determine;

1323 (4) by delegates at a district meeting at which each  
1324 certified member congregation is entitled to the same  
1325 number and kind of voting delegates as specified in  
1326 Section 4.8(a) and (b) of these Bylaws with absentee  
1327 ballots by the delegates permitted; or

1328 (5) by each certified member congregation, acting at a  
1329 legal meeting of such congregation, casting that  
1330 number of votes equal to the number of delegates  
1331 specified in Section 4.8(a) of these Bylaws, with the  
1332 votes of the congregation allocated among the  
1333 candidates as it shall determine and by each minister  
1334 and Director of Religious Education, who meets the  
1335 criteria for delegate status set forth in Section 4.8(b)  
1336 of these Bylaws, casting a vote.

1337 (e) Certification of Election. The secretary of the district or such  
1338 other district officer as may be designated in the district  
1339 bylaws shall certify the results of the election to the  
1340 Secretary of the Association as soon as they are available.  
1341 Such certificate shall be conclusive that the person so  
1342 certified has been duly elected if the district has adopted  
1343 bylaws conforming to the requirements of this section. A  
1344 trustee elected to fill a vacancy shall take office immediately  
1345 upon such certification.

1346 (f) Invalid Election. If the procedures for the nomination or  
1347 election of a district trustee violate the provisions of these  
1348 Bylaws, the election shall be invalid and a new election shall  
1349 be held not more than twelve months after the invalid  
1350 election.

#### 1351 **\*Section 9.12. Rules for Nominations and Elections.**

1352 Rules relating to nomination and election procedures shall be  
1353 adopted by a General Assembly. Such rules shall be applicable to  
1354 elections held after the close of the General Assembly at which  
1355 they are adopted.

1356

## ARTICLE X Finance and Contracts

### 1357 \*Section 10.1. Annual Budget.

1358 The annual budget of the Association shall be adopted and may  
1359 subsequently be amended by the Board of Trustees. A budget or  
1360 budgets for the coming year or years shall be presented to each  
1361 regular General Assembly for its consideration and such  
1362 recommendation of financial priorities as the General Assembly  
1363 may wish to make.

### 1364 Section 10.2. Duties of Finance Committee.

1365 The Finance Committee shall submit proposed annual budgets for  
1366 the Association to the Board of Trustees and make  
1367 recommendations to the Board with respect to major financial  
1368 policies of the Association other than those pertaining to  
1369 investments. It shall review the use made of specific funds held by  
1370 the Association and shall also recommend long-range financial  
1371 plans.

### 1372 Section 10.3. Duties of Financial Advisor.

1373 The Financial Advisor shall advise the President and the Board of  
1374 Trustees on financial policy and shall assist the Board in long-  
1375 range planning by reviewing the sources of funds, the application  
1376 of funds designated for specific purposes, the balance between  
1377 foreseeable income and proposed expenditures, and the overall  
1378 financial welfare of the Association. From time to time the  
1379 Financial Advisor shall report to the President and the Board  
1380 findings and recommendations respecting the current financial  
1381 affairs of the Association and long-range planning.

### 1382 Section 10.4 Duties of Treasurer and Assistant

#### 1383 Treasurers.

1384 The Treasurer shall have custody of the corporate seal and the  
1385 funds and other properties of the Association and shall have the  
1386 usual duties of the Treasurer of a corporation. The Treasurer or  
1387 the Board of Trustees may from time to time delegate or assign to  
1388 each Assistant Treasurer specified duties and authority; and any  
1389 person, firm, organization or corporation dealing with the  
1390 Association may assume that any act performed by an Assistant  
1391 Treasurer, including the execution, sealing and delivery of any  
1392 document, has been performed pursuant to an effective delegation  
1393 or assignment of authority as aforesaid, and the Association shall  
1394 be bound accordingly.

### 1395 Section C-10.5. Raising of Funds.

1396 The Association shall raise capital and operating funds to carry out  
1397 its purposes. It may also raise capital and operating funds for  
1398 associate member organizations and independent affiliate  
1399 organizations.

### 1400 Section C-10.6. Funds Held for Others.

1401 With the approval of the Board of Trustees, the Association may  
1402 hold for investment and distribution funds belonging to or given for  
1403 the benefit of a member congregation, associate member  
1404 organization, independent affiliate organization, or other  
1405 organizations. Such funds may be invested in the General  
1406 Investment Fund of the Association unless they are subject to  
1407 specific restrictions which require some other form of investment.

### 1408 Section C-10.7. Responsibility for Investments.

1409 (a) Board of Trustees. The Board of Trustees shall have  
1410 ultimate responsibility for investing the funds belonging to or  
1411 held by the Association.  
1412 (b) Investment Committee. The Investment Committee shall  
1413 supervise the investments of the Association subject to  
1414 control by the Board of Trustees.

### 1415 \*Section 10.8. Contracts and Securities.

1416 The President, Secretary, Recording Secretary, Treasurer, and  
1417 Assistant Treasurer may sign and attest deeds, mortgages,  
1418 contracts, and other documents to which the Association is a party.

### 1419 Section C-10.9. Pension System.

1420 The Association shall establish and maintain a pension system for  
1421 ministers in full fellowship with the Association.

### 1422 Section 10.10. Fiscal Year.

1423 The fiscal year of the Association shall be from July 1 to June 30.

### 1424 Section C-10.11. Corporate Seal.

1425 The seal of the Association shall be in such form as the Board of  
1426 Trustees shall approve.

### 1427 Section 10.12. Indemnification of Trustees, Officers, 1428 Employees, and Volunteers.

1429 The Association, to the extent legally permissible, shall indemnify  
1430 any trustee, officer, employee of the Association or volunteer  
1431 elected by a General Assembly or appointed by the Board of  
1432 Trustees of the Association to serve the Association, or persons  
1433 formerly holding such positions, against all liabilities and expenses  
1434 (including court costs, attorney's fees, and the amount of any  
1435 judgment or reasonable settlement, fines and penalties) actually  
1436 and necessarily incurred by any such person, subsequent to the  
1437 adoption hereof, in connection with the defense of any claim  
1438 asserted or threatened to be asserted against any such person, or  
1439 any action, suit or proceeding in which any such person may be  
1440 involved as a party, by reason of being or having been such  
1441 trustee, officer, employee or volunteer or by reason of any action  
1442 alleged to have been taken or omitted by any such person as such  
1443 trustee, officer, employee or volunteer, except with respect to any  
1444 matter as to which he or she shall have been adjudicated in any  
1445 proceeding not to have acted in good faith in the reasonable belief  
1446 that his or her action was in the best interests of the Association  
1447 provided, however, that as to any matter disposed of by a  
1448 compromise payment by such person, pursuant to a consent  
1449 decree or otherwise, no indemnification either for said payment or  
1450 for any other expenses shall be provided unless such compromise  
1451 and indemnification therefore shall be approved:

1452 (a) by a majority vote of a quorum consisting of disinterested  
1453 trustees;

1454 (b) if such quorum cannot be obtained, then by a majority vote of  
1455 a committee of the Board of Trustees consisting of all the  
1456 disinterested trustees;

1457 (c) if there are not two or more disinterested trustees in office,  
1458 then by a majority of the trustees then in office, provided they  
1459 have obtained a written finding by independent legal counsel  
1460 appointed by a majority of the trustees to the effect that,  
1461 based upon a reasonable investigation of the relevant facts  
1462 as described such opinion, the person to be indemnified  
1463 appears to have acted in good faith and in the reasonable  
1464 belief that his or her action was in the best interests of the  
1465 Association;

1466 (d) if not resolved by (a), (b) or (c), above, by a court of  
1467 competent jurisdiction.

1468 If authorized in the same manner specified above for compromise  
1469 payments, expenses, including attorney's fees actually and  
1470 necessarily incurred by any such person in connection with the  
1471 defense or disposition of any such action, suit or other proceeding  
1472 may be paid from time to time by the Association in advance of the  
1473 final disposition thereof upon receipt of (a) an affidavit of such  
1474 individual of his or her good faith belief that he or she has met the  
1475 standard of conduct necessary for indemnification under this  
1476 Section and (b) an undertaking by such individual to repay the  
1477 amount so paid to the Association if such person shall be  
1478 adjudicated to be not entitled to indemnification under this Section,  
1479 which undertaking may be accepted without reference to the  
1480 financial ability of such person to make repayment. The right of  
1481 indemnification herein provided shall inure to the benefit of the  
1482 heirs, executors and administrators of each such trustee, [or]  
1483 officer, employee or volunteer and shall not be deemed exclusive of

1484 any other rights to which any such person may be entitled under  
1485 any statute, bylaw, agreement, vote of members or otherwise or to  
1486 which any such person might have been entitled were it not for this  
1487 provision. As used in this Section, an "interested" trustee or officer  
1488 is one against whom in such capacity the proceeding in question,  
1489 or other proceeding on the same or similar grounds, is then  
1490 pending.

1491

1492 **Section 10.13. Duties of the Audit Committee.**

1493 The Audit Committee shall oversee the annual audit of the financial  
1494 statements of the Association by an independent certified public  
1495 accounting firm and monitor the establishment and implementation  
1496 of accounting policies and internal controls. Specific duties of the  
1497 Audit Committee shall be set forth in a charter adopted by the  
1498 Board which may be amended by the Board from time to time.

1499 **ARTICLE XI Ministry**

1500 **Section C-11.1. Ministerial Fellowship.**

1501 Each member congregation has the exclusive right to call and  
1502 ordain its own minister or ministers, but the Association has the  
1503 exclusive right to admit ministers to ministerial fellowship with the  
1504 Association. Fellowship may be for the purposes of parish,  
1505 religious education and/or community ministry as determined by  
1506 action of the Ministerial Fellowship Committee.

1507 No minister shall be required to subscribe to any particular creed,  
1508 belief, or interpretation of religion in order to obtain and hold  
1509 fellowship.

1510 **\*Section 11.2. Ministerial Fellowship Committee.**

1511 The Ministerial Fellowship Committee shall have exclusive  
1512 jurisdiction over ministerial fellowship except as otherwise provided  
1513 in these bylaws. It shall make rules governing ministerial  
1514 fellowship, subject  
1515 to the approval of the Board of Trustees.

1516 **Section 11.3. Admission to Fellowship.**

1517 A minister may be admitted to fellowship by the Ministerial  
1518 Fellowship Committee, upon complying with the requirements of  
1519 these Bylaws and the rules, policies, procedures and requests of  
1520 the Committee. A minister who is admitted to fellowship shall be  
1521 admitted to preliminary  
1522 fellowship for a period of at least three years, be evaluated in  
1523 ministry, and may thereafter be admitted to final fellowship.

1524 **Section 11.4. Fellowship Records.**

1525 The Executive Secretary of the Ministerial Fellowship Committee  
1526 shall maintain up-to-date records of all ministers in fellowship with  
1527 the Association. These records shall be available only to members  
1528 of the committee, persons designated by the Committee, and, in  
1529 cases of appeals, the Board of Review.

1530 **Section 11.5. Termination of Fellowship and Administrative  
1531 Suspension.**

1532 The fellowship of a minister may be terminated by the Ministerial  
1533 Fellowship Committee for unbecoming conduct, incompetence or  
1534 other specified cause. Final fellowship may be terminated only  
1535 after notice by the Committee and opportunity for a Fellowship  
1536 Review before the Committee.—During an investigation or the  
1537 pending of a complaint, the Ministerial Fellowship Committee may  
1538 suspend a minister until a final determination can be made on the  
1539 minister's fellowship status.

1540 **Section 11.6. Reinstatement to Fellowship.**

1541 The Ministerial Fellowship Committee may reinstate in or readmit to  
1542 fellowship a minister who has previously resigned from fellowship  
1543 or whose fellowship has been suspended or terminated.

1544 **Section 11.7. Appeal.**

1545 A minister in final ministerial fellowship whose fellowship is  
1546 terminated may appeal the determination of the Ministerial  
1547 Fellowship Committee to the Board of Review. The Board of  
1548 Review shall have exclusive jurisdiction to hear and decide such  
1549 appeals. No other appeal shall be allowed from any decision of the  
1550 Ministerial Fellowship Committee.

1551 **Section 11.8. Procedure on Appeal.**

1552 An appeal to the Board of Review may be heard by a panel of the  
1553 Board selected as provided in its rules. The Board of Review or its  
1554 panel hearing an appeal shall limit its review to an examination of  
1555 the Ministerial Fellowship Committee's decision, and the  
1556 information presented to the Committee, including the documents  
1557 and other evidence compiled during the Fellowship Review, and the  
1558 reasons articulated by the Ministerial Fellowship Committee for its  
1559 decision terminating the minister's fellowship. If the minister  
1560 requests consideration of newly discovered evidence, not  
1561 previously presented to the Ministerial Fellowship Committee, then  
1562 the matter shall be returned to the Ministerial Fellowship Committee  
1563 for consideration of that evidence before the Board proceeds with  
1564 the appeal. These Bylaws and the rules of the Ministerial  
1565 Fellowship Committee shall be binding upon the Board of Review or  
1566 its panel. The Ministerial Fellowship Committee's determination of  
1567 fact and/or credibility will not be overturned unless no reasonable  
1568 fact finder could have reached such determination, and disputes of  
1569 fact are to be resolved in favor of the Ministerial Fellowship  
1570 Committee's determination. The Board of Review or its panel may  
1571 set aside the decision of the Ministerial Fellowship Committee only  
1572 where necessary to correct or prevent manifest injustice. The  
1573 Board of Review or its panel may remand the case in whole or in  
1574 part to the Committee or take such other action as may be just.  
1575 The Board of Review or its panel shall set forth its finding and  
1576 conclusions and will serve upon the affected minister and the  
1577 Ministerial Fellowship Committee. The decision shall be entered in  
1578 the fellowship records and shall be final and binding upon all  
1579 parties. No appeal shall be allowed from the decision of the Board  
1580 of Review. The Board of Review shall make rules to carry out the  
1581 intent of this section.

1582 **ARTICLE XII Religious Education Credentialing**

1583 **Section 12.1. Religious Education Credentialing.**

1584 Each member congregation has the exclusive right to employ its  
1585 own religious educator, but the Association has the exclusive right  
1586 to confer on religious educators a religious education credentialing  
1587 status with the Association. No religious educator shall be required  
1588 to subscribe to any particular creed, belief, or interpretation of  
1589 religion in order to obtain and hold religious education credentialing  
1590 status.

1591 **Section 12.2. Religious Education Credentialing  
1592 Committee.**

1593 The Religious Education Credentialing Committee shall have  
1594 exclusive jurisdiction over religious education credentialing except  
1595 as otherwise provided herein. It shall make rules governing  
1596 religious education credentialing, subject to the approval of the  
1597 Board of Trustees.

1598 **Section 12.3. Achievement of Religious Education**

1599 **Credentialing Status.**

1600 A religious educator may achieve a religious education  
1601 credentialing status by action of the Religious Education  
1602 Credentialing Committee, upon complying with the requirements of  
1603 these Bylaws and the rules of the committee.

1604 **Section 12.4. Religious Education Credentialing Levels.**

1605 The Religious Education Credentialing Committee shall adopt rules  
1606 related to levels of religious education credentialing as follows:  
1607 religious education credentialing includes credentialed religious  
1608 educator-associate level status, credentialed religious educator  
1609 status, and credentialed religious educator-masters level status as  
1610 determined by action of the Religious Education Credentialing  
1611 Committee.

1612 **Section 12.5. Religious Education Credentialing**

1613 **Records.**

1614 The Executive Secretary of the Religious Education Credentialing  
1615 Committee shall maintain up-to-date records of all religious  
1616 educators who have achieved a status as a religious educator as  
1617 described in Section 12.4 of these bylaws. Such records shall be  
1618 available only to members of the committee, persons designated by  
1619 the Committee, and, in cases of appeals, the Board of Review.

1620 **Section 12.6. Suspension or Termination of Religious**

1621 **Education Credentialing Status.**

1622 The religious education credentialing status of a religious educator  
1623 may be suspended or terminated by the Religious Education  
1624 Credentialing Committee for unbecoming conduct or other specified  
1625 cause. Credentialing status may be suspended or terminated  
1626 only after notice and opportunity for a hearing before the  
1627 Committee at which the religious educator shall have the right to be  
1628 represented by counsel, to introduce evidence, to have any relevant  
1629 and material evidence in the possession of the Association  
1630 produced, and to cross-examine and rebut adverse evidence.

1631 **Section 12.7. Reinstatement of Religious Education**

1632 **Credentialing Status.**

1633 The Religious Education Credentialing Committee may reinstate in  
1634 or readmit to religious education credentialing status a religious  
1635 educator who has previously resigned from religious education  
1636 credentialing status or whose religious education credentialing  
1637 status has lapsed, been suspended or terminated.

1638 **Section 12.8. Appeal.**

1639 A religious educator with a religious education credentialing status  
1640 whose status is terminated may appeal the determination of the  
1641 Religious Education Credentialing Committee to the Board of  
1642 Review. The Board of Review shall have exclusive jurisdiction to  
1643 hear and decide such appeals. No other appeal shall be allowed  
1644 from any decision of the Religious Education Credentialing  
1645 Committee.

1646 **Section 12.9. Procedure on Appeal.**

1647 An appeal to the Board of Review shall be heard by a panel of the  
1648 Board selected as provided in its rules. The panel hearing an  
1649 appeal shall not try the case de novo but shall only review the  
1650 record made before the Religious Education Credentialing  
1651 Committee, except that the Board of Review by rules may permit  
1652 the introduction of newly discovered evidence. These Bylaws and  
1653 the rules of the Religious Education Credentialing Committee shall  
1654 be binding upon the panel. The panel shall uphold the decision of  
1655 the Religious Education Credentialing Committee if it can be  
1656 sustained by a reasonable view of the record. The panel may set  
1657 aside the decision of the Religious Education Credentialing  
1658 Committee only where necessary to correct or prevent manifest  
1659 injustice. The panel may remand the case in whole or part to the  
1660 Religious Education Credentialing Committee or take such other  
1661 action as may be just. The decision of the panel, which shall be the  
1662 decision of the Board, shall set forth its finding and conclusions and  
1663 shall be served upon the affected religious educator and the  
1664 Religious Education Credentialing Committee. The decision shall  
1665 be entered in the religious education credentialing records and shall  
1666 be final and binding upon all parties. No appeal shall be allowed  
1667 from the decision of the Board of Review. The Board of Review

1668 shall make rules to carry out the intent of this section, subject to the  
1669 approval of the Board of Trustees.

1670 **ARTICLE XIII Regional Organizations**

1671 **Section C-13.1. Districts.**

1672 The Association shall support areas of regional responsibility  
1673 known as districts.

1674 **\*Section C-13.2. Establishment.**

1675 The establishment of districts and the manner of determining which  
1676 congregations are included in each district shall be in accordance  
1677 with rules adopted by the General Assembly

1678 **Section 13.3. Members.**

1679 All member congregations of the Association located within the  
1680 district shall be entitled to be member congregations of that district.

1681 **Section C-13.4. Autonomy.**

1682 Each district shall be autonomous and shall be controlled by its  
1683 own member congregations to the extent consistent with the  
1684 promotion of the welfare and interests of the Association as a  
1685 whole and of its member congregations.

1686 **Section 13.5. District Bylaws.**

1687 Each district shall adopt bylaws which are not in conflict with these  
1688 Bylaws.

1689 **ARTICLE XIV Rules**

1690 **Section 14.1. Adoption and Amendment of Rules by the**  
1691 **General Assemblies.**

1692 A General Assembly may adopt Rules not inconsistent with these  
1693 Bylaws. Adoption or amendment of Rules by a General Assembly  
1694 shall be by two-thirds vote. Each Rule adopted by a General  
1695 Assembly shall be identified by a "G" preceding its Rule number.  
1696 A General Assembly may amend or repeal Rules adopted by prior  
1697 General Assemblies or by the Board of Trustees, if the proposed  
1698 Rules or amendments have been placed on the agenda. Rules  
1699 and amendments thereto shall be submitted for inclusion on the  
1700 agenda in the same manner as other resolutions. The provisions  
1701 of this Section 14.1 do not apply to the Rules of Procedure  
1702 contemplated by Section 4.19.

1703 **Section 14.2. Adoption and Amendment of Rules by the**  
1704 **Board of Trustees.**

1705 The Board of Trustees may adopt Rules not inconsistent with  
1706 these Bylaws and with Rules adopted by General Assemblies and  
1707 may amend or repeal its Rules.

1708 **Section 14.3. Rules of Order.**

1709 The Rules contained in the current edition of *Robert's Rules of*  
1710 *Order Newly Revised* shall govern the Association in all cases to  
1711 which they are applicable and in which they are not inconsistent  
1712 with these Bylaws and any Rules that may be adopted hereunder.

1713 **ARTICLE XV Amendment**

1714 **Section C-15.1. Amendment of Bylaws.**

1715 (a) These Bylaws may be amended by a two-thirds vote at a  
1716 regular General Assembly if a proposed amendment has  
1717 been placed on the agenda; provided, however, that  
1718 proposals to amend or repeal a section of these Bylaws  
1719 whose section number is preceded by a "C" (hereinafter a  
1720 "C Bylaw"), or to add a new such section, shall be governed  
1721 by subsections (b) or (c) hereof.

1722 (b) (1) A proposal to amend, repeal or add a new C Bylaw,  
1723 other than those C Bylaws in Article II of these Bylaws,  
1724 shall be subject to a two-step approval process. Such  
1725 proposals must be placed on the agenda of a regular  
1726 General Assembly and approved preliminarily by a  
1727 majority vote at such regular General Assembly.  
1728 Following such preliminary approval, the proposal to



1729 amend, repeal or add a new C Bylaw shall be placed on  
 1730 the agenda of the next regular General Assembly for  
 1731 final adoption. Final adoption shall require a two-thirds  
 1732 vote.

1733 (2) The text of a proposed amendment to a C Bylaw, other  
 1734 than those bylaws in Article II, which has been approved  
 1735 by one General Assembly, may be amended at any time  
 1736 prior to final adoption. If the Moderator rules that the  
 1737 amendment to the proposal is substantive, final adoption  
 1738 shall only be by a subsequent General Assembly. Any  
 1739 such proposal that has been under consideration for  
 1740 final approval at three successive regular General  
 1741 Assemblies shall not be subject to substantive  
 1742 amendment at the third such regular General Assembly.

1743 (3) A proposal to amend a C Bylaw, other than those  
 1744 Bylaws in Article II, which on any vote for final adoption  
 1745 receives a majority but not a two-thirds vote, shall be  
 1746 placed on the agenda of the next regular General  
 1747 Assembly, at which it may be finally adopted if it  
 1748 receives the requisite approval. If the proposal is not  
 1749 passed by a two-thirds vote at the third regular General  
 1750 Assembly at which it is considered for final approval,  
 1751 neither the proposal nor another proposal that is  
 1752 substantively similar shall be placed on the agenda of a  
 1753 General Assembly for two years.

1754 (c) (1) A proposal to amend, repeal or add a new C Bylaw in  
 1755 Article II of these Bylaws shall be admitted to the agenda  
 1756 of a regular General Assembly for the sole purpose of  
 1757 determining whether the proposal shall be referred to a  
 1758 commission appointed by the Board of Trustees for  
 1759 review and study. Such a review shall involve member  
 1760 congregations. A majority vote at a regular General  
 1761 Assembly shall be required to refer such a proposal to  
 1762 the study commission. Once the review and study of  
 1763 the proposal is complete, which shall be completed in no  
 1764 more than three years, the study commission shall  
 1765 submit to the Planning Committee for inclusion on the  
 1766 agenda of the next regular General Assembly following  
 1767 completion of the review and study process the proposal  
 1768 in the form originally presented to the regular General  
 1769 Assembly and any amendments to the proposal that the  
 1770 study commission recommends as a result of the review  
 1771 and study process. All proposals regarding Article II of  
 1772 the Bylaws that are placed on the agenda after review  
 1773 and study (including amendments to such proposals  
 1774 recommended by the study commission) shall require a  
 1775 two-thirds vote for adoption. If the proposal does not  
 1776 receive the requisite approval at the General Assembly  
 1777 following the completion of the review and study  
 1778 process, neither the proposal nor another proposal that  
 1779 is substantively similar shall be placed on the agenda of  
 1780 a General Assembly for two years.

1781 (2) A motion to dispense with the review and study process  
 1782 with respect to a proposal to amend Article II shall be in  
 1783 order at the General Assembly at which the review and  
 1784 study process is authorized. A motion to dispense with  
 1785 the review and study process shall require a four-fifths  
 1786 vote for passage.

1787 (3) After completion of the review and study process,  
 1788 proposals regarding Article II of the Bylaws shall not be  
 1789 subject to substantive amendment. The Moderator shall  
 1790 determine whether an amendment to such a proposal is  
 1791 substantive.

1792 (4) If no review and study process of Article II has occurred  
 1793 for a period of fifteen years, the Board of Trustees shall  
 1794 appoint a commission to review and study Article II and  
 1795 to recommend appropriate revisions, if any, thereto to

1796 the Board of Trustees. The Board of Trustees shall  
 1797 review the recommendations of the study commission  
 1798 and, in its discretion, may submit the recommendations  
 1799 of the study commission to the Planning Committee for  
 1800 inclusion on the agenda of the next regular General  
 1801 Assembly. Notwithstanding anything to the contrary  
 1802 contained herein, proposals to amend Article II which  
 1803 are promulgated by a study commission in accordance  
 1804 with this paragraph shall be subject to a two-step  
 1805 approval process. Such proposals must be approved  
 1806 preliminarily by a majority vote at a regular General  
 1807 Assembly. Following such preliminary approval, the  
 1808 proposal shall be placed on the agenda of the next  
 1809 regular General Assembly for final adoption. Final  
 1810 adoption shall require a two-thirds vote.

1811 **\*Section 15.2. Submission of Proposed Amendment.**

1812 Proposed amendments to these Bylaws may be submitted only by:

- 1813 (a) the Board of Trustees;
- 1814 (b) the General Assembly Planning Committee;
- 1815 (c) the Commission on Appraisal
- 1816 (d) not less than fifteen certified member congregations by  
 1817 action of their governing boards or their congregations; such  
 1818 proposed amendments to Bylaws must be received by the  
 1819 Planning Committee on February 1 whenever the regular  
 1820 General Assembly opens in June; otherwise, not less than  
 1821 110 days before the General Assembly; or
- 1822 (e) a district by official action at a duly called district meeting at  
 1823 which a quorum is present, such proposed amendment to be  
 1824 received by the Planning Committee on February 1 whenever  
 1825 the regular General Assembly opens in June; otherwise, not  
 1826 less than 110 days before the next General Assembly.

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1827 **RULES\* of the**  
 1828 **UNITARIAN UNIVERSALIST ASSOCIATION**

1829 \*Rules whose section number is preceded by a "G" are those  
 1830 adopted by a General Assembly and may be amended or repealed  
 1831 only by a General Assembly, as provided in Section 14.1 of the  
 1832 Bylaws.

1833 **RULE I Name**

1834 No existing rules applicable to Article I.

1835 **RULE II Principles and Purposes**

1836 **Rule G-2.1. Democratic Process.**

1837 Because the Association is committed to the use of the democratic  
 1838 process, because its governing institutions are accountable to our  
 1839 congregations, because accessibility is critical to countering  
 1840 systemic and institutional oppression and because openness and  
 1841 trust are characteristics of a healthy religious community, the UUA  
 1842 Board shall establish policies to allow for the maximum  
 1843 transparency of its proceedings and of the proceedings of all UUA  
 1844 committees, commissions and task forces, consistent with their  
 1845 effective functioning. These policies shall include:

- 1846 (a) providing advance notice of dates and locations of  
 1847 regular business meetings, and making agendas, reports  
 1848 and minutes available promptly;
- 1849 (b) providing avenues for comment on issues on the  
 1850 meetings' agendas;
- 1851 (c) accommodating observers at regular business meetings,  
 1852 with the exception of executive sessions.

1853

1854 Implementing this rule shall be the responsibility of the Board of  
1855 Trustees. The Board shall designate a specific person or  
1856 committee to whom comments about adherence to this rule may be  
1857 addressed. The Board shall report to the General Assembly  
1858 annually for the next three years on its implementation.

## 1859 **RULE III Membership**

### 1860 **Section C-3.3. Admission to Membership.**

#### 1861 **Rule 3.3.1. New Congregations.**

1862 It is the policy of the Unitarian Universalist Association to  
1863 encourage and assist the development of new congregations as  
1864 well as to support and aid existing member congregations as  
1865 stated in the purposes of the Association.

#### 1866 **Rule 3.3.2. Procedure for Admission.**

1867 A church or fellowship may become a member of the Association  
1868 upon approval by the Board of Trustees of the Association of a  
1869 written application for membership.

1870 The application shall include:

- 1871 (a) a statement that the applicant subscribes to the principles of  
1872 the Association and pledges itself to support the  
1873 Association;
- 1874 (b) a copy of the articles of incorporation or other organizing  
1875 documents and the bylaws of the applicant;
- 1876 (c) the names and addresses of the charter members sufficient  
1877 in number to satisfy the minimum membership requirements;  
1878 and
- 1879 (d) an initial payment in an amount of no less than the Fair Share  
1880 contribution to the Association's Annual Program Fund, pro-  
1881 rated for the portion of the Association's fiscal year remaining  
1882 as of the date of application.

#### 1883 **Rule 3.3.3. Membership Requirements for Admission.**

1884 A new congregation, to be recognized as a member of the  
1885 Association, must have thirty (30) of its adult members be  
1886 members solely of the new congregation.

#### 1887 **Rule 3.3.4. Multiple Local Congregations.**

1888 In many communities the liberal religious movement may be better  
1889 served by the establishment of two or more member congregations.

- 1890 (a) It is ordinarily desirable that a new congregation should have  
1891 the active support and sponsorship of any member  
1892 congregation or congregations located in the same  
1893 geographic area.
- 1894 (b) The Association will neither initiate nor recognize such a new  
1895 congregation until after the Association has consulted by  
1896 mail or by interview with any member congregation or  
1897 congregations located in the same geographic area. Such  
1898 consultation shall include a request for letters from the  
1899 presiding officer of the congregation's governing board and  
1900 minister of such congregation(s) stating judgment regarding  
1901 the establishment and/or recognition of the new  
1902 congregation. The Association may proceed to assist in  
1903 organizing or recognizing the new congregation despite local  
1904 protest or objection if the Association believes that such  
1905 action is in the best interests of the entire movement and that  
1906 it will strengthen the total Unitarian Universalist position in  
1907 the community.

#### 1908 **Rule 3.3.5. Rules and Regulations for New 1909 Congregations.**

1910 It is essential that Unitarian Universalist congregations be  
1911 affirmative in spirit, inclusive in fellowship, and mutually supportive  
1912 in their relationships with other congregations. The following  
1913 statements represent the Association's best judgment as to the  
1914 meaning of this general statement and shall be used by staff and  
1915 the Board in determining action upon applications for membership.

1916 (a) In receiving the application of a new congregation for  
1917 membership in the Association, the Congregational Services  
1918 staff shall satisfy itself that the group is making its application  
1919 in good faith and that it will make a sincere effort to carry out  
1920 the purposes of the Association. (See specifically Article II of  
1921 the Bylaws.)

1922 (b) The Association interprets its statements of purpose to  
1923 mean that no congregation may be accepted into  
1924 membership if its bylaws exclude from its local membership  
1925 any person because of race, ethnicity, gender, disability,  
1926 affectional or sexual orientation, language, citizenship status,  
1927 economic status, or national origin.

1928 (c) All member congregations must be congregational in polity;  
1929 the final authority to make decisions must be vested in the  
1930 legal membership of the congregation.

1931 (d) Member congregations shall project and embark upon a  
1932 balanced program of religious activity including adult worship  
1933 and/or discussion and when feasible establishment of a  
1934 church school in the Unitarian Universalist tradition.

1935 (e) New congregations are expected to establish and maintain  
1936 cooperative relations with Unitarian Universalist agencies, as  
1937 appropriate and feasible.

1938 (f) A congregation should be incorporated when possible under  
1939 the laws of the state in which it exists. A congregation shall  
1940 include in its articles of incorporation or other organizing  
1941 documents a clause providing that the assets of the  
1942 congregation will be transferred upon dissolution to the  
1943 Association. Notwithstanding the foregoing, if a congregation  
1944 obtains the prior written consent of the Association's Board of  
1945 Trustees, the congregation may name an organization that is  
1946 affiliated with the Association (such as a district, camp,  
1947 conference center or other congregation) as the recipient of  
1948 the congregation's assets upon dissolution.

#### 1949 **Rule 3.3.6. Order of Administrative Procedure.**

1950 The order of administrative procedure:

1951 (a) Application for church or fellowship membership in the  
1952 Association will first be referred to the Congregational  
1953 Services staff.

1954 (b) The Congregational Services staff will seek information and  
1955 advice with respect to all applications as follows:

- 1956 U.S. Congregations - District President
- 1957 Other Congregations – Executive Officer of appropriate  
1958 Unitarian or Universalist or Unitarian Universalist  
1959 international group, if any.

1960 (c) The Congregational Services staff will make its  
1961 recommendation to the President of the Association, and the  
1962 President shall then make recommendations to the Board of  
1963 Trustees of the UUA for its final action.

#### 1964 **Section C-3.5. Certification of Membership.**

##### 1965 **Rule 3.5.1. Required Annual Report.**

1966 In each fiscal year of the Association (July 1 to June 30), each  
1967 member congregation shall file with the Secretary of the  
1968 Association an Annual Report on the form and in the manner  
1969 provided by the Association. The Annual Report shall include a  
1970 certification by a minister or principal officer of the member  
1971 congregation stating (a) whether or not the member congregation  
1972 complied with the conditions set forth in Section C-3.5 of the  
1973 Bylaws during the Association's prior fiscal year and (b) that the  
1974 information provided to the Association in the Annual Report is true  
1975 and correct to the best of the minister's or principal officer's  
1976 knowledge.

1977 For purposes of determining compliance with Section C-3.5 of the  
1978 Bylaws, a member congregation shall be deemed to have

1979 conducted 'regular religious services' if it has held at least 10  
1980 services during the fiscal year.

1981 A member congregation's Annual Report for a particular fiscal year  
1982 and, if submitted separately, the related certification must be  
1983 received by the Association on or before February 1 following the  
1984 close of that fiscal year whenever the regular General Assembly  
1985 opens in June and otherwise on or before the close of business on  
1986 the last business day which is at least 110 days before the date of  
1987 the General Assembly next following the close of that fiscal year. If  
1988 a member congregation's related certification is not received by the  
1989 applicable deadline, it will still be deemed timely filed if the member  
1990 congregation submits to the Association proof that it was mailed in  
1991 accordance with the provisions of Rule G-13.4.2. Such proof may  
1992 be in the form of a stamped or validated receipt for Registered or  
1993 Certified Mail or a sworn statement attesting to the proper  
1994 submission of the certification signed by the person responsible for  
1995 its mailing.

### 1996 **Rule 3.5.2. Inactive Congregations**

1997 In September of each year the Congregational Services Director  
1998 shall initiate the process of contacting congregations in the inactive  
1999 category to determine their status.

2000 This process includes:

- 2001 (a) requesting a list of congregations that have failed to submit  
2002 an annual report for three consecutive fiscal years
- 2003 (b) forwarding this list to the UUA's District Staff with copies to  
2004 District Presidents and District Trustees for their information
- 2005 (c) upon receipt of the annual inactive congregations list and  
2006 pursuant to the UUA's by-laws section C-3.6, the UUA's  
2007 District staff shall follow up with any congregation in their  
2008 district
- 2009 (d) after follow up the District staff shall make a recommendation  
2010 about each congregation's status to the UUA Board for action  
2011 at its April meeting.

### 2012 **Section C-3.7. Associate Member Organizations.**

#### 2013 **Rule 3.7.1. Limitation of Associate Membership.**

2014 It shall be the policy of the Board of Trustees to limit admissions to  
2015 associate membership to major continent-wide organizations.

#### 2016 **Rule 3.7.2. Non-Segregation.**

2017 Each associate member organization shall in all aspects of its work  
2018 refrain from the practice of segregation based on race, ethnicity,  
2019 gender, disability, affectional or sexual orientation, language,  
2020 citizenship status, economic status, or national origin. This  
2021 rule is not intended to preclude associate member  
2022 organizations designed to benefit groups organized  
2023 to ensure their fuller participation in the larger society and to fulfill  
2024 their unique spiritual needs.

#### 2025 **Rule 3.7.3. Application for Associate Membership.**

2026 Each applicant for membership shall submit with its application:

- 2027 (a) an attested copy of its charter and, unless it is included in  
2028 the charter, an attested copy of its purposes, objectives, and  
2029 bylaws;
- 2030 (b) the approximate number of members in the organization;
- 2031 (c) a list of principal officers with their personal mail addresses  
2032 and the principal mail address of the organization;
- 2033 (d) a financial statement showing income and expenses for the  
2034 latest fiscal year preceding the date of filing and showing  
2035 assets, liabilities and net worth as of the end of such fiscal  
2036 year;
- 2037 (e) the dates upon which its governing board met during the  
2038 twelve months immediately preceding the date of filing;

2039 (f) any yearly reports of its governing body and its principal  
2040 officers sent to members during the twelve months  
2041 immediately preceding the date of filing;

2042 (g) evidence that it enjoys tax exempt status:

- 2043 (1) under Section 501(c)(3) of the U.S. Internal Revenue  
2044 Code of 1954;
- 2045 (2) as a registered charity as provided for in the Income  
2046 Tax Act (Canada); or
- 2047 (3) under the laws of the country governing the applicant's  
2048 tax status;

2049 (h) if the applicant does not enjoy tax exempt status, the reason  
2050 or reasons it does not;

2051 (i) a statement outlining the intended use of associate  
2052 membership, if granted, and the goals and objectives of the  
2053 organization that will be served by such use;

2054 (j) a statement outlining what advantage it is believed there  
2055 would be to the Association and to the furtherance of the  
2056 principles of the Association outlined in Bylaw Section C-  
2057 2.2; and

2058 (k) any other information which the Board of Trustees of the  
2059 Association shall require.

2060 (l) The contribution contemplated by Rule 3.7.10.

#### 2061 **Rule 3.7.4. Annual Report.**

2062 Except in the year when it is admitted to membership, each  
2063 associate member shall send to the Association on or before April  
2064 30 (i) an annual report which shall include the data required by  
2065 subsections (b), (c), (d), (e) and (f) of Rule 3.7.3 and any other  
2066 information which the Board of Trustees shall require and (ii) the  
2067 contribution contemplated by Rule 3.7.10. If an associate member  
2068 fails to comply with the provisions of this Rule, the Board of  
2069 Trustees shall at its next regular meeting consider a finding of non-  
2070 compliance and the termination of the associate membership  
2071 status of such organization.

#### 2072 **Rule 3.7.5. Report of Changes.**

2073 Each associate member shall send the Association an attested  
2074 copy of any changes in its charter, purposes, objectives, or bylaws  
2075 as soon as any such changes are made, and shall notify the  
2076 Association immediately of any change in its tax exempt status.

#### 2077 **Rule 3.7.6. Representation of Associate Membership.**

2078 No organization shall claim or represent in any manner that it is an  
2079 associate member of the Association until such membership is  
2080 voted by the Board of Trustees; and if and when any organization's  
2081 associate membership expires or it is terminated, that organization  
2082 shall immediately cease to claim, represent or imply in any manner  
2083 that it is an associate member of the Association.

#### 2084 **Rule 3.7.7. Mailing List.**

2085 Each associated member shall place the Association on its regular  
2086 mailing list.

#### 2087 **Rule 3.7.8. Additional Criteria for Admission.**

2088 Before granting associate membership, the Board of Trustees shall  
2089 determine that the granting of such associate membership is likely  
2090 to be of substantial benefit to the Unitarian Universalist movement.

#### 2091 **Rule 3.7.9. Yearly Grant of Associate Membership.**

2092 Associate membership for all new or existing associate members  
2093 shall be granted by the Board of Trustees for a designated one  
2094 year period or portion thereof.

#### 2095 **Rule 3.7.10. Associate Member Contributions.**

2096 The contribution required to be submitted with an application for  
2097 associate membership is \$500 for any applicant whose budget for  
2098 the 12 months preceding its application for associate membership  
2099 was \$1,000,000 or more and \$250 for any applicant whose budget  
2100 for the 12 months preceding its application for associate

2101 membership was less than \$1,000,000. The contribution required  
2102 to be submitted with an associate member's annual report is \$500  
2103 for any associate member whose budget for the 12 months  
2104 preceding the due date of the annual report was \$1,000,000 or  
2105 more and \$250 for any associate member whose budget for the 12  
2106 months preceding the due date of the annual report was less than  
2107 \$1,000,000.

### 2108 **Section C-3.8. Independent Affiliate Organizations.**

#### 2109 **Rule 3.8.1. Application for Independent Affiliate Status.**

2110 Each applicant for independent affiliate status shall submit with its  
2111 application:

2112 (a) an attested copy of its charter, and, unless it is included in the  
2113 charter, an attested copy of its purposes, objectives, and  
2114 bylaws;

2115 (b) the number of members or member groups in the organization;

2116 (c) a list of the principal officers with their personal mail addresses,  
2117 congregation membership or congregation where settled if the  
2118 officer is a fellowshipped minister serving a Unitarian  
2119 Universalist congregation, and the principal mail address of  
2120 the organization;

2121 (d) the contribution contemplated by rule 3.8.9;

2122 (e) a financial statement showing income and expenses for the  
2123 latest fiscal year preceding the date of filing and showing  
2124 assets, liabilities and net worth as of the end of such fiscal  
2125 year;

2126 (f) the dates upon which its governing board met during the twelve  
2127 months immediately preceding the date of filing;

2128 (g) any yearly reports of its governing body and its principal officers  
2129 sent to members during the twelve months immediately  
2130 preceding the date of filing;

2131 (h) evidence of whether it enjoys tax exempt status:

2132 (1) under Section 501(c)(3) of the U.S. Internal Revenue Code  
2133 of 1954;

2134 (2) as a registered charity as provided for in the Income Tax  
2135 Act (Canada); or

2136 (3) under the laws of the country governing the applicant's tax  
2137 status;

2138 (i) if the applicant does not enjoy tax exempt status, the reason or  
2139 reasons it does not;

2140 (j) a statement outlining how its purpose, mission and structure  
2141 models interdependence through engagement with our  
2142 member congregations, coordination or collaboration of effort  
2143 and resources; and a statement outlining how the organization  
2144 supports the transformation of institutions and our world to be  
2145 aligned with those values expressed in our Principles; and

2146 (k) any other information which the Board of Trustees of the  
2147 Association shall require.

#### 2148 **Rule 3.8.2. Non-Segregation.**

2149 Each independent affiliate organization shall in all aspects of its  
2150 work refrain from the practice of segregation based on race,  
2151 ethnicity, gender, disability, affectional or sexual orientation,  
2152 language, citizenship status, economic status, or national origin.

2153 This rule is not intended to preclude independent affiliate  
2154 organizations designed to benefit groups organized to ensure their  
2155 fuller participation in the larger society and to fulfill their unique  
2156 spiritual needs.

#### 2157 **Rule 3.8.3. Annual Contribution and Report.**

2158 Except in the year when it is admitted to independent affiliate  
2159 status, each independent affiliate organization shall send the  
2160 Association on or before April 30 (i) an annual report which shall  
2161 include the data required by subsections (b), (c), (f), (g) and (h) of  
2162 Rule 3.8.1 and any other information which the Board of Trustees  
2163 shall require and (ii) the contribution contemplated by Rule 3.8.9. If  
2164 an independent affiliate organization fails to comply with the  
2165 provisions of this Rule, the Board of Trustees shall at its next  
2166 regular meeting consider a finding of non-compliance and the  
2167 termination of the independent affiliate status of such organization.

2168

#### 2169 **Rule 3.8.4. Report of Changes.**

2170 Each independent affiliate organization shall send the Association  
2171 an attested copy of any changes in its charter, purposes,  
2172 objectives, or bylaws as soon as any such changes are made and  
2173 shall notify the Association immediately of any change in its tax  
2174 exempt status.

2175

#### 2176 **Rule 3.8.5. Representation of Independent Affiliate 2177 Status.**

2178 No organization shall claim or represent in any manner that it is an  
2179 independent affiliate with the Association until such status is voted  
2180 by the Board of Trustees; and if and when any organization's  
2181 independent affiliate status expires or it is terminated, that  
2182 organization shall immediately cease to claim, represent or imply in  
2183 any manner that it is affiliated with the Association.

#### 2184 **Rule 3.8.6. Mailing List.**

2185 Each independent affiliate organization shall place the Association  
2186 on its regular mailing list.

#### 2187 **Rule 3.8.7. Additional Criteria for Admission.**

2188 Before granting independent affiliate status, the Board of Trustees  
2189 shall determine that such affiliation is likely to be of substantial  
2190 benefit to the Unitarian Universalist movement.

#### 2191 **Rule 3.8.8. Yearly Grant of Independent Affiliate Status.**

2192 Independent affiliate status for all new or existing independent  
2193 affiliate organizations shall be granted by the Board of Trustees for  
2194 a designated one year period or portion thereof.

#### 2195 **Rule 3.8.9. Independent Affiliate Contributions.**

2196 The contribution required to be submitted with an application for  
2197 independent affiliate status and with an independent affiliate's  
2198 annual report is \$100.

2199

## **RULE IV General Assembly**

### 2200 **Section 4.6. Notice of Meetings.**

#### 2201 **Rule 4.6.1. Mailing of Notice.**

2202 Notice of each regular and special General Assembly shall be  
2203 given not less than sixty days before the date thereof to each  
2204 certified member congregation, associate member organization,  
2205 and trustee. Such notice shall be given by the Secretary or the  
2206 Recording Secretary.

#### 2207 **Rule 4.6.2. Time of Notice.**

2208 Notice so sent shall be sufficient if mailed at Boston,  
2209 Massachusetts, sixty days before any such General Assembly,  
2210 addressed to the persons who according to the records of the  
2211 Association are entitled thereto hereunder and sent to the  
2212 addresses which appear on said records. When the Secretary in  
2213 his or her absolute discretion finds it desirable and practicable, a

2214 copy of the notice shall be inserted in the denomination's  
2215 publication most widely circulated within the denomination in the  
2216 issue which will be circulated as nearly sixty days before the  
2217 General Assembly as possible.

#### 2218 **Rule 4.6.3. Content of Notice.**

2219 Such notice shall contain the date, time, and place where the  
2220 General Assembly is to be held and shall state only that the  
2221 business to be transacted will be set forth in the official agenda  
2222 issued in accordance with the Bylaws. Such agenda need not  
2223 accompany the notice. The original of such notice shall be signed  
2224 by the Secretary or Recording Secretary and be made a part of the  
2225 minutes of the General Assembly to which it pertains. The  
2226 signature of the Secretary or Recording Secretary on copies of any  
2227 such notice may be printed or typewritten.

#### 2228 **Section C-4.7. Voting.**

##### 2229 **Rule G-4.7.1. Recording the Vote on Resolutions.**

2230 The vote on resolutions shall be recorded as having been adopted:

2231 (a) unanimously; or

2232 (b) by a vote of two-thirds or more; or

2233 (c) by a specified vote for or against.

2234 When any resolution is reported by the Association, the recorded  
2235 vote on each resolution shall be included.

#### 2236 **Section C-4.9. Accreditation of Delegates.**

##### 2237 **Rule G-4.9.1. Number of Delegates.**

2238 The Secretary of the Association shall, consistent with the Bylaws  
2239 of the Association, determine the number of delegates to which  
2240 each certified member congregation and associate member  
2241 organization is entitled. The determinations of the Secretary may  
2242 be appealed to the Board of Trustees.

##### 2243 **Rule 4.9.1A. Merged, Consolidated, or Dissolved 2244 Congregations.**

2245 In the event a certified member congregation dissolves or merges  
2246 or consolidates with another congregation subsequent to its filing  
2247 the certified member certification form prescribed by Rule 3.5.1,  
2248 any delegate credentials outstanding on the date of dissolution or  
2249 merger or consolidation are thereby rendered null and void. In the  
2250 event of merger or consolidation, the merged or consolidated  
2251 certified member congregation shall be entitled during the current  
2252 fiscal year of the Association to the number of delegate credentials  
2253 that reflects the total membership of the merged or consolidated  
2254 congregation or to the number of delegate credentials that the  
2255 certified member congregations merging or consolidating would  
2256 have been entitled to but for the merger or consolidation, whichever  
2257 is less.

##### 2258 **Rule 4.9.2. Settled Ministers.**

2259 A settled minister for the purpose of accreditation as a delegate  
2260 pursuant to Bylaw Section 4.8 (b) is (a) a minister engaged by a  
2261 certified member congregation in compensated ministerial activities  
2262 which constitute fifty percent or more of a typical work schedule or  
2263 (b) a community minister who (1) maintains active involvement in  
2264 such congregation, (2) has written agreement with the  
2265 congregation, (3) receives endorsement from the congregation  
2266 including a pledge of continuing relationship and support and  
2267 affirmation that the community minister's work is recognized by the  
2268 congregation as ministry, and (4) is compensated for community  
2269 ministry work which constitutes fifty percent or more of a typical  
2270 work schedule recognized by the congregation as ministry. A  
2271 congregation is entitled to the number of accredited community  
2272 minister delegates equal to the number of delegates to which it is  
2273 entitled under Bylaw Section 4.8(a). A minister emeritus/a shall  
2274 previously have settled in such congregation as described in this  
2275 Rule. A certified member congregation shall certify in writing that  
2276 its minister delegates meet the criteria for minister in accordance  
2277 with this Rule.

##### 2278 **Rule G-4.9.3. Mailing of Credential Cards.**

2279 Not less than forty-five days prior to each General Assembly, the  
2280 Secretary of the Association shall send to each certified member  
2281 congregation and associate member organization entitled to be  
2282 represented by delegates the proper number of delegate  
2283 credentials. The Secretary shall also furnish trustees with  
2284 credentials.

##### 2285 **Rule 4.9.4. Issuance of Duplicate Credential Card.**

2286 If a person who has been duly constituted a delegate arrives at a  
2287 General Assembly without a properly executed Credential Card, the  
2288 person may apply to the Secretary of the Association, or to one or  
2289 more persons designated by the Secretary, for a special certificate  
2290 of accreditation. The application shall be in writing on a form  
2291 provided by the Secretary of the Association. It shall be signed by  
2292 the applicant under the penalties of perjury. The certificate shall  
2293 contain at least the following:

2294 (a) the name of the congregation or associate member  
2295 organization involved;

2296 (b) in the case of a delegate representing a member congregation  
2297 other than a settled minister or emerita/us minister or an  
2298 accredited director of religious education, a statement that the  
2299 applicant is a member of that congregation; or in the case of a  
2300 delegate representing an associate member organization, a  
2301 statement that the applicant is a member of a certified  
2302 member congregation;

2303 (c) a statement that the person was designated as a delegate  
2304 under established procedures of the congregation or is a  
2305 settled minister or emerita/us minister thereof or is an  
2306 accredited director of religious education employed in the  
2307 congregation, or was designated as a delegate of an  
2308 associate member organization; and

2309 (d) a brief statement as to why the applicant is not able to  
2310 present an official and properly executed accrediting card.

##### 2311 **Rule 4.9.5. Alternate Delegates.**

2312 Each certified member congregation may, in accordance with its  
2313 own Bylaws or procedures, designate alternate delegates to any  
2314 General Assembly in such number, not in excess of the number of  
2315 delegates to which it is entitled, as it may determine. Alternate  
2316 delegates shall be members of the certified member congregation  
2317 they represent. All alternates appointed must be provided by the  
2318 member congregation with a certification of their appointment  
2319 signed by an officer of the congregation.

##### 2320 **Rule G-4.9.6. Delegate Status.**

2321 Delegates and alternates may be designated to attend each  
2322 General Assembly to be held in any fiscal year of the Association  
2323 or only a particular General Assembly as each member  
2324 congregation shall determine.

##### 2325 **Rule 4.9.7. Issuance of Alternate Credentials.**

2326 In order to be issued credentials admitting the alternate as a  
2327 delegate to the General Assembly, the alternate must present such  
2328 certification and credential card and delegate badge of the delegate  
2329 for whom such person is serving as alternate.

##### 2330 **Rule G-4.9.8. Payment of Registration Fee.**

2331 All delegates, alternates and trustees must pay a registration fee in  
2332 order to be admitted to the floor and vote at the General Assembly.

##### 2333 **Rule 4.9.9. Amount of Fees.**

2334 The registration fee shall be set by the Board of Trustees.

#### 2335 **Section 4.12. UUA Statements of Conscience and 2336 Study/Action Issues for Social Justice.**

##### 2337 **Rule G-4.12.1. Report of Comments on UUA Statements 2338 of Conscience.**

2339 The Commission on Social Witness shall report to the General  
2340 Assembly in summary fashion those comments on UUA (U.S. or

2341 Continental) Statements of Conscience submitted to it by member  
2342 congregations and districts.

**2343 Rule G-4.12.2. Study/Action Issues for Social Justice.**

2344 The Commission on Social Witness shall prepare (and the  
2345 Planning Committee shall include with the Tentative Agenda) a  
2346 report summarizing the numbers and topics of the proposed  
2347 Congregational Study/Action Issues submitted by the certified  
2348 member congregations districts, and sponsored organizations as  
2349 defined in Section 4.12(a)(1), and the criteria which it used in  
2350 selecting proposed Congregational Study/Action Issues included in  
2351 the Congregational Poll. Each proposed Congregational  
2352 Study/Action Issue that appears on the Tentative Agenda shall be  
2353 accompanied by previous General Resolutions, actions and  
2354 statements on related issues, with dates (if applicable), and the  
2355 names or number of congregations submitting issues included  
2356 within such proposed Congregational Study/Action Issue.

**2357 Rule G-4.12.3 Report on Implementation of UUA  
2358 Statements of Conscience.**

2359 The UUA Administration shall report at each regular General  
2360 Assembly regarding implementation of UUA Statements of  
2361 Conscience with particular reference to the most recently adopted  
2362 Statement of Conscience. Such report shall summarize  
2363 implementation by member congregations, Districts, UUA staff and  
2364 other Unitarian Universalist groups.

**2365 Rule 4.12.4 Mini-Assembly on UUA Statement of  
2366 Conscience**

2367 During the regular General Assembly referred to in Section  
2368 4.12(d)(1), a mini-assembly shall be held during which the  
2369 proposed amendments to the revised UUA Statement of  
2370 Conscience shall be accepted in writing. All such amendments  
2371 shall be made available in writing to the General Assembly. The  
2372 Commission on Social Witness shall finalize the UUA Statement of  
2373 Conscience, and the chairperson of the Commission on Social  
2374 Witness, in consultation with the moderator of the General  
2375 Assembly, the parliamentarian and legal counsel, shall prioritize  
2376 unincorporated amendments for consideration by the General  
2377 Assembly.

**2378 Section 4.16. Additions to the Agenda of Regular  
2379 General Assemblies.**

**2380 Rule G-4.16.1. General Assembly Actions of Immediate  
2381 Witness, and Responsive Resolutions.**

2382 The Moderator shall take such steps as the Moderator considers  
2383 practical to advise delegates and other persons or bodies as early  
2384 as possible, preferably in writing, of the contents of any actions or  
2385 resolutions presented to the General Assembly which are not on  
2386 the Final Agenda and which are admitted to the agenda pursuant to  
2387 Article IV, Section 4.16 of the Bylaws; and some time shall be  
2388 scheduled when the sponsor(s) of the action(s) or resolution(s)  
2389 can discuss the action or resolution with those interested.

**2390 Section 4.18. Agenda Rules.**

**2391 Rule G-4.18.1. Notice to Member Congregations and  
2392 Districts.**

2393 The General Assembly Planning Committee shall by November 1  
2394 whenever in the fiscal year the General Assembly opens in June,  
2395 otherwise not less than two hundred and ten days before each  
2396 regular General Assembly, notify each certified member  
2397 congregation and district of the dates for submitting items for the  
2398 Tentative and Final Agenda, the procedure to be followed, and the  
2399 forms to be used.

**2400 Rule G-4.18.2. Business Resolutions and Study/Action  
2401 Issues for Social Justice.**

2402 A Study/Action Issue for Social Justice is one that deals with  
2403 issues of public policy within the province of the Department of

2404 Faith in Action. A Business Resolution directly involves the  
2405 administration and structure of the Association.

2406 Any resolution submitted which, taken as a whole, has as its  
2407 purpose the making of a statement of social concern or principle  
2408 shall be deemed to be a Study/Action Issue for Social Justice.

2409 A Study/Action Issue for Social Justice or a UUA (U.S. or  
2410 Continental) Statement of Conscience appearing on the Final  
2411 Agenda shall not be amended so as to become a Business  
2412 Resolution.

**2413 Rule G-4.18.3. Congregational Poll.**

2414 The Planning Committee shall at the time of the mailing of the  
2415 Tentative Agenda request each certified member congregation to  
2416 report by February 1, on a form provided by the Planning  
2417 Committee whether it recommends or does not recommend for  
2418 action by the General Assembly the Business Resolutions,  
2419 proposed Congregational Study/Action Issues in the first Cycle  
2420 year, and draft UUA Statements of Conscience in the Fourth Cycle  
2421 year, or any additional years thereto pursuant to Section 4.12(d)(2)  
2422 appearing on the Tentative Agenda, including the alternative  
2423 versions of Business Resolutions (if any) submitted by the Planning  
2424 Committee. The recommendation with respect to each proposed  
2425 resolution or issue must be certified by the minister, clerk or  
2426 president of that congregation as being within the procedures of  
2427 that congregation. Only a Business Resolution which a majority of  
2428 the congregations voting on the resolution recommends for the  
2429 action shall be eligible to be included on the Final Agenda from the  
2430 Congregational Poll. If there is more than one version of a  
2431 Business Resolution on the Tentative Agenda, the subject of the  
2432 resolution shall be considered a single item on the Tentative  
2433 Agenda and the Congregational Poll. All versions shall be listed  
2434 consecutively within that item. An aye vote by a congregation for  
2435 one or more versions shall be counted an aye vote for inclusion of a  
2436 resolution on the subject in the Final Agenda. If support for the  
2437 subject matter of the resolution is sufficient to make it eligible for  
2438 inclusion on the Final Agenda, the version that receives the highest  
2439 number of votes by the participating congregations shall be the one  
2440 eligible for inclusion on the Final Agenda. From the Business  
2441 Resolutions eligible from the Congregational Poll, the Planning  
2442 Committee shall include on the Final Agenda not more than the  
2443 eight Business Resolutions receiving the highest number of  
2444 "recommended for action" votes on the Congregational Poll. The  
2445 Planning Committee may also include on the Final Agenda  
2446 alternative versions of Business Resolutions which are germane to  
2447 those selected through the Congregational Poll. In the first Cycle  
2448 year, the Planning Committee also shall include on the Final  
2449 Agenda not more than the five proposed Congregational  
2450 Study/Action Issues receiving a majority of votes and the highest  
2451 number of "recommended for action" votes on the Congregational  
2452 Directives for General Assembly Action, provided that at least  
2453 twenty-five percent (25%) of the congregations participated in the  
2454 ballot vote for such proposed Congregational Study/Action Issues.  
2455 If the number of proposed Congregational Study/Action Issues  
2456 recommended for action in the Congregational Poll exceeds five  
2457 and there is more than one such issue in fifth position as a result of  
2458 a tie vote, all issues in fifth position shall be referred  
2459 to the Final Agenda by the Commission on Social Witness. In the  
2460 fourth Cycle year, or any additional years thereto pursuant to  
2461 Section 4.12(d)(2), the Planning Committee shall further include on  
2462 the Final Agenda a proposed UUA Statement of Conscience,  
2463 provided that at least twenty-five percent (25%) of the  
2464 congregations participated in the ballot vote for such draft UUA  
2465 Statement of Conscience. A report of the vote by which each  
2466 resolution on the Tentative Agenda was or was not "recommended  
2467 for action" shall be included on the Final Agenda. All Business  
2468 Resolutions that are included on the Final Agenda shall be  
2469 discussed during the General Assembly in a mini-assembly.

2470 **Rule 4.18.4. Matters Submitted by Districts**  
2471 In the event that a proposed amendment to a Rule or to a Business  
2472 Resolution that was submitted by a district is to be considered at a  
2473 General Assembly, the district that submitted the proposed  
2474 amendment or resolution may, in accordance with its own  
2475 procedures, designate a representative to speak in support of the  
2476 amendment or resolution at the General Assembly. The  
2477 representative must be provided by the district with a certification of  
2478 the representative's appointment signed by an officer of the district.

2479 **Section 4.19. Rules of Procedure.**

2480 **Rule G-4.19.1. Adoption of Rules of Procedure.**  
2481 The General Assembly Planning Committee shall offer rules of  
2482 procedure for adoption at the first session of each General  
2483 Assembly.

2484 **RULE V Committees of the Association**

2485 No existing rules applicable to Article V.

2486 **RULE VI Board of Trustees**

2487 **Section 6.4. Election of Trustees.**

2488 **Rule 6.4.1. Division of Districts for Election Purposes.**  
2489 The Trustees representing districts are divided into the following  
2490 two groups:

2491	GROUP A	GROUP B
2492	Clara Barton	Ballou Channing
2493	Florida	Central Midwest
2494	Mid-South	Heartland
2495	Mountain Desert	Joseph Priestley
2496	Ohio Meadville	Massachusetts Bay
2497	Pacific Northwest	Metropolitan New York
2498	Pacific Southwest	Northern New England
2499	Southwest	Pacific Central
2500	St. Lawrence	Prairie Star
2501		Thomas Jefferson

2502 **Section 6.6. Qualifications of Trustees.**

2503 **Rule 6.6.1. Multiple Memberships.**  
2504 For purposes of applying the Bylaw provision that no more than  
2505 one trustee shall be a member of the same member congregation,  
2506 a person holding membership in more than one member  
2507 congregation shall be treated as being a member only of that  
2508 member congregation whose services such person most regularly  
2509 attends. The Secretary shall make any determinations required by  
2510 this rule, subject to appeal to the Board of Trustees, with the  
2511 affected trustee or trustees not voting.

2512 **Rule 6.6.2. Implementation of Section 6.6.**

2513 If at the close of a General Assembly election, the results are such  
2514 that, except for the provisions of Section 6.6, more than one person  
2515 from the same congregation would serve at the same time on the  
2516 Board of Trustees,

2517 (a) if the conflict arises solely from the election just held the  
2518 Secretary of the Association shall thereupon declare that the  
2519 persons so elected are disqualified and that the offices to  
2520 which they have been so elected are vacant and are to be  
2521 filled as provided in the Bylaws.

2522 (b) if the conflict arises because one person from a  
2523 congregation is already serving on the Board of Trustees and  
2524 another person from that congregation has just been so  
2525 elected the Secretary of the Association shall declare that  
2526 the person just elected is disqualified and the office to which  
2527 such person has been elected is vacant and that the  
2528 vacancy is to be filled as provided in the Bylaws.

2529 **RULE VII Committees of the Board of Trustees**

2530 No existing rules applicable to Article VII.

2531 **RULE VIII Officers of the Association**

2532 **Section 8.1. Officers Enumerated.**

2533 **Rule 8.1.1. Officers Enumerated.**

2534 The appointed salaried officers of the Association shall include an  
2535 Executive Vice President.

2536 **Section 8.11. Executive Vice President.**

2537 **Rule 8.11.1. Executive Vice President.**

2538 The Executive Vice President shall have responsibility under the  
2539 President for the administrative affairs of the Association and shall  
2540 perform such other duties as may be assigned to such officer.

2541 **Section 8.17. Other Appointed Officers.**

2542 **Rule 8.17. Other Appointed Officers.**

2543 The members serving without pay on the Ministerial Fellowship  
2544 Committee, Finance Committee, and Investment Committees are  
2545 designated as officers of the Association for the purposes, only,  
2546 carrying out their duties as members of such committees. The  
2547 powers and duties of such members are as defined in the Bylaws,  
2548 Rules, and Policies adopted by the Board of Trustees.

2549 **RULE IX Nominations and Elections**

2550 **Section 9.10. Counting of Ballots.**

2551 **Rule G-9.10.1. Tie Votes.**

2552 Except in the election of a President, if a tie vote occurs in filling an  
2553 office when only one person is to be elected, or occurs in filling a  
2554 slate of officers when the slate cannot be completed without  
2555 resolving the tie, then as soon as possible before the final  
2556 adjournment of the General Assembly involved, additional ballots  
2557 shall be cast by those present and entitled to vote, except that  
2558 initially the Moderator shall not vote. The additional ballots shall  
2559 contain only the names of the candidates who are tied. These  
2560 ballots shall be counted along with a recounting of the ballots cast  
2561 for the tied candidates by absentee ballots, and the result of the  
2562 foregoing procedures shall determine the election, unless there is  
2563 still a tie, in which case the Moderator shall then cast a ballot to  
2564 resolve it.

2565 **Rule G-9.10.2. Tie Vote-Moderator.**

2566 If the tie involves the election of a Moderator, the proceedings to  
2567 resolve the tie shall be presided over by the Secretary of the  
2568 Association who in all matters involving the resolutions of the tie  
2569 shall have the rights and duties of the Moderator.

2570 **Rule G-9.10.3. Tie Vote-President.**

2571 If, in the election of a President, in any particular counting of the  
2572 preferential ballots, including absentee ballots, there is a tie vote  
2573 among candidates having the least number of votes, then each  
2574 such tied candidate shall be eliminated, and in the next counting,  
2575 the ballots accumulated for said candidate shall be redistributed  
2576 among the remaining candidates on the basis of the highest  
2577 effective preferences marked on all the ballots that have been cast.  
2578 However, if in this process, such elimination leaves only a single  
2579 candidate who in that counting still does not have a majority of the  
2580 counted votes, or if only two candidates remain in the contest and  
2581 they are tied, then there shall be as many run-off election  
2582 procedures, conducted under the provision of Rule G-9.10.1 as are  
2583 necessary to result in the election of a President by at least a  
2584 majority of the votes cast.

2585 **Section 9.12. Rules for Nominations and Elections.**

2586 **Rule G-9.12.1. Preparation and Mailing of Ballot.**

2587 Unless no ballot is required according to Section 9.9(a), prior to  
2588 each regular General Assembly at which an election is to be held,  
2589 the Secretary shall prepare ballots upon which shall appear the

2590 names of all persons who have been nominated for office in  
2591 accordance with these Bylaws. One such ballot shall be sent with  
2592 each credential card issued by the Secretary.

2593 **Rule G-9.12.2. Order of Names on Ballot.**

2594 On all ballots used in elections held by the Association the order of  
2595 names shall be determined by the drawing of lots done by the  
2596 Secretary and witnessed by two other persons. The Secretary shall  
2597 certify the results of the drawing of lots, the certificate shall be  
2598 attested by the witnesses, and the certificate shall be filed in the  
2599 Secretary's office. This Rule shall be printed on all official ballots  
2600 or on the instructions accompanying them.

2601 **Rule G-9.12.3. Write-ins Prohibited.**

2602 In any election, the use of stickers or the writing in of the name of  
2603 any person on a ballot shall not be permitted and no vote so  
2604 attempted shall be counted.

2605 **Rule G-9.12.4. Absentee Ballots.**

2606 An absentee ballot shall be counted only if accompanied by the  
2607 signed and certified ballot stub of the credential card of the person  
2608 casting the ballot.

2609 **Rule G-9.12.5. Balloting at General Assembly.**

2610 A person shall be qualified to cast a ballot at General Assembly  
2611 only if that person presents to the Secretary of the Association or  
2612 those employed by him or her at the polls a properly certified ballot  
2613 stub plus a badge issued to that person and containing the same  
2614 name as the name on the ballot stub.

2615 **Rule G-9.12.6. Campaigns for Elective Office.**

2616 (a) Each candidate for an at-large elective position may submit  
2617 to the Association a campaign statement or flyer on a paper  
2618 measuring 8-1/2 by 11 inches. The Association will print  
2619 and compile a packet made up of the statements of all  
2620 candidates to be distributed to the congregations with the  
2621 absentee ballots and to the delegates as a part of the final  
2622 agenda.

2623 (b) Each candidate for an at-large elective position shall be  
2624 given an opportunity to address the General Assembly  
2625 delegates at a time when no other events are scheduled. All  
2626 candidates for the same position shall be given the same  
2627 amount of time to speak, in the same meeting as all other  
2628 candidates for that position.

2629 (c) Candidates for at-large election positions are expected to  
2630 conduct their campaigns, both privately and publicly,  
2631 according to the highest standards of decorum and mutual  
2632 respect.

2633 **Rule G-9.12.7. Length of Campaigns for President and  
2634 Moderator.**

2635 (a) Campaigns for President and Moderator may appropriately  
2636 begin with small campaign committee organizational  
2637 meetings and mass mailing letters no earlier than November 1  
2638 of the second year preceding the election.

2639 (b) Active campaigning and solicitation of endorsements shall  
2640 not begin prior to January 1 of the year preceding these  
2641 elections.

2642 (c) No electioneering (defined as publicly announced meetings,  
2643 rallies or exploratory events) of any sort shall occur at the  
2644 General Assembly two years preceding the elections for  
2645 President and Moderator. Private meetings about campaign  
2646 organization that take place outside of General Assembly-  
2647 booked meeting spaces are permissible.

2648 **Rule G-9.12.8 Campaign Finances Disclosure.**

2649 All candidates for at-large elective positions shall keep detailed and  
2650 accurate records of:

2651 (a) their campaign expenses (stated in United States dollars) by  
2652 categories of travel, postage, telephone, printing and other  
2653 such categories as seem appropriate;

2654 (b) the number of contributors to their campaigns, including the  
2655 number of contributors in each of the following categories:

- 2656 (1) under \$50.00,
- 2657 (2) \$50.00 to \$100.00,
- 2658 (3) \$101.00 to \$250.00,
- 2659 (4) \$251.00 to \$500.00, and
- 2660 (5) over \$500.00, and

2661 (c) the number of contributions and the total amount of  
2662 contributions received from each group or organization  
2663 supporting the campaign.

2664 No candidate for any elective position shall solicit or knowingly  
2665 accept any contribution that is given through a tax-exempt entity  
2666 with the purpose of conferring tax-exempt status to the contribution  
2667 to which it would not otherwise be entitled. Such exempt entities  
2668 include but are not limited to member congregations, associate  
2669 member organizations and independent UUA affiliates.

2670 The names of contributors shall be disclosed. Each such report  
2671 shall identify by name any member congregation, associate  
2672 member organization or independent affiliate of the Association  
2673 and any other tax exempt organization (including specifically, but  
2674 without limitation to, any minister's discretionary fund or similar  
2675 account) that has made any contribution to the campaign and shall  
2676 state the amount of each such contribution. Such reports shall be  
2677 filed with the Secretary of the Association. A preliminary report  
2678 shall be due at the close of the first day of the regular General  
2679 Assembly at which the election occurs. A final report shall be due  
2680 60 days thereafter. The Secretary shall upon written request from  
2681 a member of a member congregation furnish such information from  
2682 these reports as requested. These reports shall be made available  
2683 for inspection by any member of a member congregation at the  
2684 principal offices of the Association and shall be brought by the  
2685 Secretary to the next General Assembly and made available for  
2686 inspection there by any delegate.

2687 **Rule G-9.12.9. Separation of Campaigns from Conduct  
2688 of Official Business.**

2689 (a) When running for office, candidates shall be prohibited from  
2690 engaging in any electioneering or campaigning during the  
2691 conduct of official business of the Unitarian Universalist  
2692 Association.

2693 (b) Financial accounting and bookkeeping procedures shall be  
2694 established which make it explicit that no monies of the  
2695 Association were used in the financing of a candidate's  
2696 campaigning or electioneering activities.

2697 **Rule G-9.12.10 Election Campaign Practices  
2698 Committee.**

2699 (a) An Election Campaign Practices Committee is hereby  
2700 established and shall consist of three persons to be  
2701 appointed by the Board of Trustees at its October meeting  
2702 following those regular General Assemblies at which  
2703 elections occur. Two members of the Committee shall be  
2704 members of the Board of Trustees at the time of their  
2705 appointment and one shall be a non-Board member. The  
2706 non-Board member shall be the chair of the Committee.  
2707 Persons appointed to the Election Campaign Practices  
2708 Committee shall remain neutral in the election and not  
2709 engage in electioneering. A person nominated pursuant to  
2710 Bylaw Sections 9.4 or 9.5 is ineligible to serve on the  
2711 Committee.

2712 (b) The duties of the Election Campaign Practices Committee  
2713 shall be:



2714 (1) to distribute the campaign practices guidelines and  
 2715 financial disclosure rules to candidates for at-large  
 2716 elective positions not later than thirty days after  
 2717 nomination by the nominating committee or receipt of  
 2718 petition;

2719 (2) to receive and consider written complaints of alleged  
 2720 violations of such guidelines or rules; if the committee  
 2721 finds probable cause to establish that a violation exists,  
 2722 to notify a candidate or a number of candidates how  
 2723 they may voluntarily comply with guidelines or rules  
 2724 and how long they have to do so; to attempt to  
 2725 mediate disputes arising from such complaints; and, if  
 2726 no satisfactory resolution of a complaint is achieved, to  
 2727 adjudicate the dispute and report the adjudication in  
 2728 writing to the candidates affected;

2729 (3) to hold such hearings as may, at the Committee's  
 2730 discretion, be necessary or desirable to carry out the  
 2731 intent of subsection 2 above; and

2732 (4) to report on its activities and any recommendations it  
 2733 may have to the Board of Trustees at its October  
 2734 meeting following the elections.

2735 (c) If compliance to an adjudicated decision is not implemented  
 2736 by the stated deadline, the Committee is authorized to block  
 2737 or remove Association-subsidized privileges from the  
 2738 candidate's campaign.

2739 Candidates adjudicated to be in serious violation of Rule  
 2740 G-9.12.6(c) may have their names removed from the ballot. Any  
 2741 such action pursuant to rule G-9.12.10(c) shall be reported to the  
 2742 Board and the General Assembly. Such adjudication by the ECPC  
 2743 would be subject to automatic review by the Board Executive  
 2744 Committee according to the provisions of Rule G-9.12.10(d).

2745 (d) Any candidate aggrieved by the Committee's adjudication  
 2746 may, within ten days of the mailing of the adjudication,  
 2747 appeal in writing to the Executive Committee of the Board of  
 2748 Trustees, which shall have exclusive jurisdiction to hear and  
 2749 determine such an appeal. The Executive Committee shall  
 2750 report its decision on the appeal in writing to the affected  
 2751 candidates as expeditiously as feasible. The Executive  
 2752 Committee of the Board of Trustees is authorized to issue  
 2753 any order or ruling it deems appropriate in connection with  
 2754 such a decision.

2755 (e) Any member of the Executive Committee of the Board of  
 2756 Trustees who is a candidate for UUA elective office shall not  
 2757 participate in any manner in the determination of any appeal  
 2758 from an adjudication of the Election Campaign Practices  
 2759 Committee.

## 2760 **RULE X Finance and Contracts**

### 2761 **Section 10.1. Annual Budget.**

#### 2762 **Rule G-10.1.1 Presentation of Association Budget.**

2763 At each regular General Assembly the Board of Trustees shall  
 2764 present budgets for both the Current Fiscal Year and the  
 2765 Succeeding Fiscal Year. Current Fiscal Year means the fiscal year  
 2766 of the Association which has just begun or which is about to begin  
 2767 at the time when the Assembly is held. Succeeding Fiscal Year  
 2768 means the year following the Current Fiscal Year.

#### 2769 **Rule G-10.1.2. Expense Categories.**

2770 (a) Expense estimates in budgets presented by the Board shall  
 2771 be broken down by major categories or functions in such  
 2772 manner as the Board shall determine.

2773 (b) The Current Fiscal Year budget shall contain a separate  
 2774 expense category provision for contingencies, the amount of  
 2775 which shall be a minimum of 3% of the total of all  
 2776 unrestricted expense categories, exclusive of the provision  
 2777 for contingencies.

#### 2778 **Rule G-10.1.3. Estimated Income.**

2779 Income amounts in the budget for the Current Fiscal Year shall  
 2780 represent the Board's best estimates of income from all sources.  
 2781 Income from the Annual Fund as so estimated shall be an amount  
 2782 which is not more than 7 per cent greater than the actual Annual  
 2783 Fund income of the fiscal year preceding the Current Fiscal Year.  
 2784 In the budget for the Succeeding Fiscal Year income from the  
 2785 Annual Fund shall be estimated at an amount which represents the  
 2786 Board's best estimate of the achievable results for such year.

#### 2787 **Rule G-10.1.4. Procedures for Budget Consideration.**

2788 Any action by a General Assembly with respect to budgets shall be  
 2789 taken under the following procedure:

- 2790 (a) A budget hearing shall be held as part of the General  
 2791 Assembly program at a time when the Assembly is not in  
 2792 formal business session.
- 2793 (b) Main motions concerning budgets which are to be made in a  
 2794 formal business session shall be filed in writing with a  
 2795 person or persons designated by the Moderator as early as  
 2796 possible prior to or during the General Assembly but in any  
 2797 event on or before the day prior to the Business Session at  
 2798 which the proposed motion will be in order for adoption. The  
 2799 Moderator shall take such steps as the Moderator considers  
 2800 practical to advise delegates and other persons or bodies as  
 2801 early as possible, preferably in writing, of the contents of the  
 2802 motions so filed.
- 2803 (c) Any action with respect to the budget for the Current Fiscal  
 2804 Year calling for increased spending in any category shall  
 2805 provide for equivalent reductions in other categories of  
 2806 spending and specify the categories in which such  
 2807 reductions are to be made.
- 2808 (d) No action may be taken with respect to the Current Fiscal  
 2809 Year budget which shall be inconsistent with either Rule G-  
 2810 10.1.2(b) or G-10.1.3.

#### 2811 **Rule G-10.1.5. Board of Trustees Report.**

2812 At each General Assembly the Board of Trustees shall make an  
 2813 accounting of its actions taken since the preceding General  
 2814 Assembly with respect to any budget votes of the preceding  
 2815 General Assembly.

## 2816 **Section 10.8. Contracts and Securities.**

### 2817 **Rule 10.8.1. Contracts and Securities.**

2818 The Executive Vice President may sign and attest deeds,  
 2819 mortgages, contracts, and other documents to which the  
 2820 Association is a party.

2821

## **RULE XI Ministry**

### 2822 **Section 11.2. Ministerial Fellowship Committee.**

#### 2823 **Rule 11.2. Ministerial Fellowship Committee.**

2824 The rules of the Ministerial Fellowship Committee are printed  
 2825 separately and are available on request.

### 2826 **Section 11.8 Procedure on Appeal.**

#### 2827 **Rule 11.8. Procedure on Appeal.**

2828 The rules of the Ministerial Fellowship Board of Review are  
 2829 available on request.

2830

## **RULE XII Regional Organizations**

### 2831 **Section C-12.2. Establishment.**

#### 2832 **Rule G-12.2.1. Establishing Districts.**

2833 (a) The districts shall be nineteen in number and named Ballou  
 2834 Channing, Central Midwest, Clara Barton, Florida, Heartland,  
 2835 Joseph Priestley, Massachusetts Bay, Metropolitan New  
 2836 York, Mountain Desert, Mid-South, Northern New England,  
 2837 Ohio Meadville, Pacific Central, Pacific Northwest, Pacific

- 2838 Southwest, Prairie Star, St. Lawrence, Southwestern, and  
2839 Thomas Jefferson.
- 2840 (b) Each district shall be composed of the congregations  
2841 assigned to that district by the Board of Trustees
- 2842 (c) The boundaries of each district encompass the areas served  
2843 by its member congregations.
- 2844 (d) Upon application to the Board of Trustees and after notice  
2845 and an opportunity to be heard is afforded the affected  
2846 districts, a congregation may change its district membership  
2847 with approval of the Board of Trustees.
- 2848 (e) The District Map published in the Annual Directory contains  
2849 boundaries that are an approximation only of the boundary  
2850 lines determined pursuant to subparagraph (c) above and are  
2851 intended primarily as a guide for the newly admitted  
2852 congregation in determining its membership.

2853 **RULE XIII Rules**

2854 **Section 13.4. Miscellaneous Rules.**

2855 **Rule G-13.4.1. Performance of Acts.**

2856 When the last day for the performance of any act required under  
2857 the Bylaws or Rules falls on a Saturday, Sunday, or a day which is  
2858 a legal holiday in the place where the act is to be performed, the act  
2859 may be performed on the next succeeding business day.

2860 **Rule G-13.4.2. Receipt of Documents.**

2861 When any ballot, petition, notice, document, or material of any kind  
2862 whatsoever is required to be filed with, delivered to, or received by  
2863 the Association or an officer, board, committee, or agent thereof on  
2864 or before a certain day, the same shall be considered to have been  
2865 so filed, delivered, or received only if it is postmarked seven days  
2866 prior to said certain day or actually received at the office of the  
2867 Association at 25 Beacon Street, Boston, Massachusetts 02108,  
2868 on an earlier day or not later than 5:00 p.m. on said certain day.

2869 **RULE XIV Amendments**

2870 **Section 14.2. Submission of Proposed Amendments.**

2871 **Rule G-14.2.1. Form of Submission.**

2872 A proposed amendment to the Bylaws submitted by certified  
2873 member congregations or a district must include:

- 2874 (a) the Article and Section which it is proposed to amend or  
2875 repeal;
- 2876 (b) a concise summary of the principal arguments on which the  
2877 proponents rely; and
- 2878 (c) other Articles (or Sections) or "G" Rules affected by the  
2879 proposed amendment and proposed text of any necessary  
2880 conforming amendments and "G" Rules.

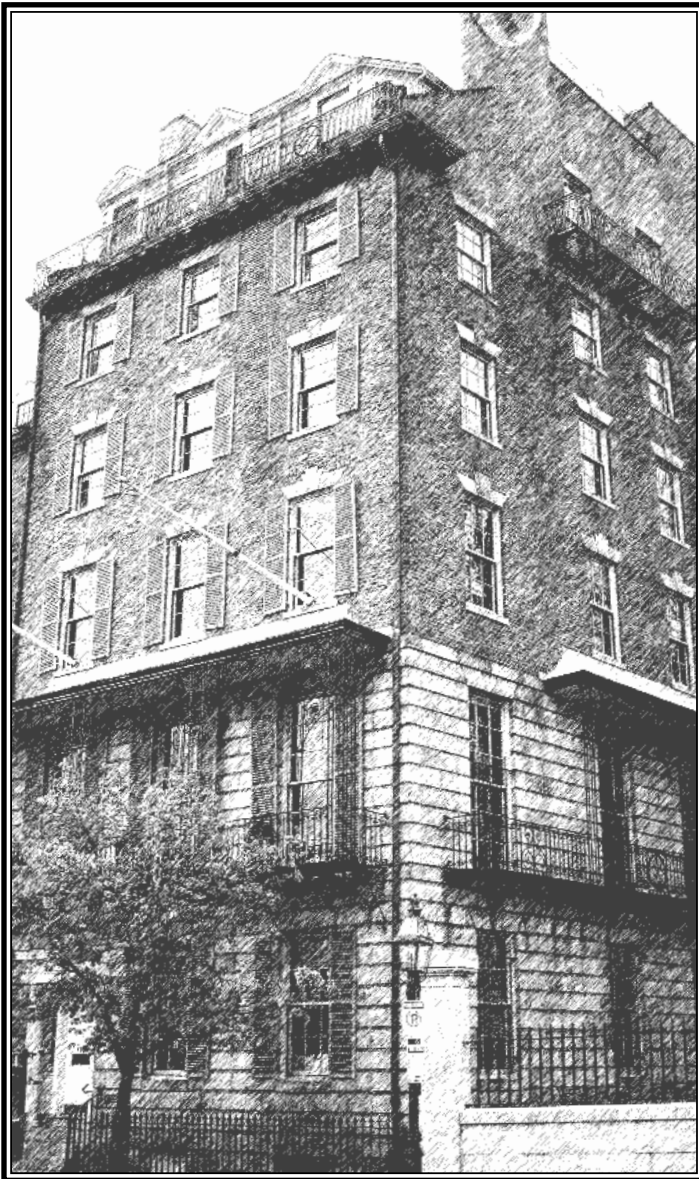
2881 PRINTED IN THE U.S.A.

2882 Unitarian Universalist Association was given corporate status in  
2883 May 1961 under special acts of legislature of The Commonwealth  
2884 of Massachusetts and the State of New York. See Chapter 148 of  
2885 the acts of 1960 of the Massachusetts legislature and Chapter 827  
2886 of the Acts of 1960 of the New York legislature. Copies of said  
2887 Acts are attached to the minutes of the organizing meeting of the  
2888 Association held in Boston, Massachusetts in May 1961 and also  
2889 are printed in the 1961-62 Directory of the Association.

# UNITARIAN UNIVERSALIST ASSOCIATION OF CONGREGATIONS



## 2009 Annual Reports



UUA Board of Trustees Report

UUA Staff Report

UUA Treasurer's Report

Commission on Appraisal Report

Ministerial Fellowship Committee Report

Religious Education Credentialing  
Committee Report

UU Service Committee Report

UU United Nations Office Report

UU Women's Federation Report

UUA Financial Advisor's Report

Independent Auditors' Report

All available online at

[uuu.org](http://uuu.org) > About Us > Governance > General Assembly > 2009

# BUSINESS CALENDAR FOR 2010 GENERAL ASSEMBLY MINNEAPOLIS, MINNESOTA

<b>October 1, 2009</b>	Deadline for receipt of proposed Congregational Study/Action Issues
<b>February 1, 2010</b>	Deadline for congregations to complete the online Annual Certification Form and Congregational Poll (instructions mailed to congregations in November 2009)
<b>February 1, 2010</b>	Deadline for receipt of proposed Business Resolutions and Amendments to Bylaws and Rules
<b>March 1, 2010</b>	Tentative Agenda mailed to certified congregations
<b>March 1, 2010</b>	Deadline for submitting comments on the Congregational Study/Action Issue (Ethical Eating)
<b>May 6, 2010</b>	GA Delegate credentials and absentee voting information mailed to certified congregations
<b>May 24, 2010</b>	Final Agenda available to congregations at <a href="http://uaa.org">uaa.org</a>