## 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 Board of Trustees or the Commission on Social Witness may move amendments to business items as a result of discussion in Mini-Assemblies.

### Thursday 9:00 a.m. - 12:00 p.m.  Hilton Carolina/Charlotte

**Proposed Statement of Conscience: Ethical Eating**

### Thursday 10:45 a.m. - 12:00 p.m.  Room 213 D

**Proposed amendments related to the Religious Education Credentialing Committee**

**Proposed amendments eliminating the Associate Ministerial Fellowship category in the Ministerial Fellowship Committee Rules**

**Proposed amendments to allow for more flexibility in staffing structures**

**Proposed amendment to acknowledge the decision to rename the former Thomas Jefferson District to the Southeast District**

**Proposed amendments to Bylaw Article XV**

### Thursday 1:00 p.m. - 2:15 p.m. Room 213 D

**Proposed amendment to modify the conditions for appointment to the Ministerial Fellowship Committee**

**Proposed amendment to broaden the definition of the word “congregation”**

**Proposed amendment to permit off-site delegate participation at General Assembly**

### Thursday 2:45 p.m. - 4:00 p.m.  Room 213 D

**Proposed amendments to reduce the size of the UUA Board of Trustees from 26 persons to 14**

**Proposed amendments to change the term for persons serving on the Nominating Committee**

### Thursday 4:30 p.m. - 5:45 p.m.  Room 213 D

**Proposed bylaw and rule changes to eliminate Actions of Immediate Witness**

**Proposed bylaw and rule changes to eliminate Actions of Immediate Witness in 2012, reconstitute them beginning with the 2013 General Assembly, and modify the process for submission**

### Saturday 1:00 p.m. - 2:15 p.m.

**Rooms 201 AB, 202 AB, 207 A, 207 BC, 207 D, 209 AB**

**Actions of Immediate Witness**

## Bylaw and Rule Amendments

Proposed Bylaw and Rule Amendments will be discussed in Mini-Assemblies in room 213 D of the Charlotte Convention Center on Thursday at 10:45 a.m., 1:00 p.m., 2:45 p.m. and 4:30 p.m. After the Mini-Assemblies, the Board of Trustees consolidates results and formulates any amendments to be proposed.

## UUA Statement of Conscience (Ethical Eating)

Discussion of the proposed UUA Statement of Conscience takes place in the Mini-Assembly on Thursday from 9:00 a.m. to 12:00 p.m. in Hilton Carolina/Charlotte Room. Amendments may be introduced only as called for at the Mini-Assembly. The vote to adopt is scheduled for a Plenary Session.

## 2010 Congregational Study/Action Issue (Immigration as a Moral Issue)

No vote is taken this year on the Congregational Study/Action Issue (CSAI) that was chosen at the 2010 General Assembly. There will be a lecture on the topic offered Friday at 1:00 p.m. in Ballroom B of the Charlotte Convention Center.

## Actions of Immediate Witness

Proposed Actions of Immediate Witness (AIWs) must be posted in the CSW exhibit booth (#313) by 5:00 p.m. on Thursday. The complete AIW, along with the requisite delegate signatures, must be filed in the GA Office (Suite 105 in the Charlotte Convention Center) 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 1:00 p.m. in the Charlotte Convention Center in the following rooms: 201 AB, 202 AB, 207 A, 207 BC, 207 D, 209 AB.

## Budget Hearing

The UUA Finance Committee members and UUA officers conduct a hearing on the 2011 - 2012 budget Friday at 2:45 p.m. in Room 202 AB of the Charlotte Convention Center. 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 (Suite 105 in the Charlotte Convention Center) by 5:00 p.m. on Saturday, for consideration Sunday.
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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 congregations.

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 Board of Trustees 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

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 in the Exhibit Hall. 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.
**Opening Celebration and Plenary I**

**Wednesday 7:00 p.m. - 9:00 p.m.**

Welcome and Call to Order
Welcome New Congregations
Review and adopt Rules of Procedure
Introduce Youth Caucus and Young Adult Caucus Managers
Introduce Right Relationships Team
Recess

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**Plenary II**

**Thursday 8:00 a.m. - 8:30 a.m.**

*If you are a delegate or wish to observe business sessions, please attend this session, where we will explain the business agenda and related mini-assemblies.*

Call to Order
Chalice Lighting
Song
Business Agenda and Mini-Assembly Overview for GA 2011
Right Relationship Team Report
Announcements
Recess

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**Plenary III**

**Friday 8:30 a.m. - 10:15 a.m.**

Call to Order
Chalice Lighting and Recognition of District Presidents
Preliminary Credentials Report
Breakthrough Congregation: The Westside Unitarian Universalist Congregation
Remarks:
Rev. Kosho Niwano, President-Designate, Rissho Kosei-kai
Song
Debate/Vote on the Proposed Statement of Conscience: Ethical Eating  
**NOTE: The Mini-Assembly for the Statement of Conscience is Thursday at 9:00 a.m. in the Hilton Carolina/Charlotte**
2011-2012 Budget Report
Announcements
Recess

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**Plenary IV**

**Saturday 8:30 a.m. - 12:00 p.m.**

Call to Order
Chalice Lighting and Introduction of the GA Planning Committee
Introduction of International Guests
Presentation of the O. Eugene Pickett Award
Report from Beacon Press
Breakthrough Congregation: The Unitarian Universalist Congregation of Beaufort, SC
Unitarian Universalist Women’s Federation Report
Unitarian Universalist United Nations Office Report
Unitarian Universalist Service Committee Report
Presentation of the Distinguished Service Award
Financial Advisor’s Report (Dan Brody)
Song
Election of Candidates
Report of the UUA Board of Trustees
Update: Gathered Here
Debate/Vote on proposed amendments related to the Religious Education Credentialing Committee: Bylaw Article IV, Section 4.8, Delegates; Article V, Section 5.11, Board of Review; Article VII, Section 7.13. Religious Education Credentialing Committee; and Article XII, Religious Education Credentialing, Sections 12.3, 12.4, 12.5, 12.6, and 12.9  
**NOTE: The Mini-Assembly for this agenda item is Business Mini-Assembly 1**
Debate/Vote on proposed amendments related to “Associate Ministerial Fellowship”: Section 4.8 and Section C-10.9  
**NOTE: The Mini-Assembly for this agenda item is Business Mini-Assembly 1**
Song
Debate/Vote on proposed amendment to Bylaw Section 4.12, replacing “Advocacy and Witness staff” with “staff”  
**NOTE: The Mini-Assembly for this agenda item is Business Mini-Assembly 1**
Debate/Vote on proposed amendment to Rule G-13.2.1. Establishing Districts, to recognize the Southeast District  
**NOTE: The Mini-Assembly for this agenda item is Business Mini-Assembly 1**
Debate/Vote on proposed amendment to Article VII, Section 7.6. Ministerial Fellowship Committee, to modify the conditions for appointment to the MFC  
**NOTE: The Mini-Assembly for this agenda item is Business Mini-Assembly 2**
Votes to admit or not admit Actions of Immediate Witness to the agenda
Right Relationship Team Report
Announcements
Recess
Plenary V  
Saturday 2:45 p.m. - 6:00 p.m.

Call to Order

Chalice Lighting and Recognition of Departed Donors

Report of the Committee on Socially Responsible Investing

Breakthrough Congregation: Unitarian Universalist Church of Peoria, IL

UUA President’s Report (Peter Morales)

Song

Update on General Assembly 2012 in Arizona

Special Collection to support our Immigration Ministry

Debate/Vote on proposed amendments to bylaw sections 6.3, 6.4, 6.5, 6.6, 6.8, 8.3, 8.7, 9.1, 9.3, 9.4, 9.6, 9.11, 9.12, 9.13, and Rule G-9.12.2., to reduce the size of the UUA Board from 26 persons to 14.  NOTE: The Mini-Assembly for this agenda item is Business Mini-Assembly 3

Debate/Vote on proposed amendments to Bylaw sections 5.2, 5.5, 5.6, and 5.16 to change the term for persons serving on the Nominating Committee  NOTE: The Mini-Assembly for this agenda item is Business Mini-Assembly 3

Song

Debate/Vote on proposed amendment to bylaw sections C-3.1, C-3.3, and C-3.6, Member Congregations  NOTE: The Mini Assembly for this agenda item is Business Mini Assembly 2

Recess

Plenary VI  
Sunday 10:45 a.m. - 1:00 p.m.

Call to Order

Chalice Lighting and Update on the 2010 Green Revolution in Religion resolution

Breakthrough Congregation: The UU Congregation of Fairfax, VA

Debate/Vote on proposed amendments to Bylaw Article XV  NOTE: The Mini Assembly for this agenda item is Business Mini Assembly 1

Report of the Commission on Appraisal

Debate/Vote on Actions of Immediate Witness – Part I  NOTE: The Mini-Assembly for this agenda item is on Saturday at 1:00 p.m. in rooms 201AB, 202AB, 207A, 207BC, 207D, 209 AB.

Song

Debate/Vote on Actions of Immediate Witness – Part II

Recess

Plenary VII  
Sunday 2:00 p.m. - 5:00 p.m.

Call to Order

Chalice Lighting

Report of the Journey Toward Wholeness Transformation Committee

Debate/Vote on proposed amendment to Bylaw Article IV: General Assembly, Section 4.5 Place of Meeting, to enable off-site participation  NOTE: The Mini Assembly for this agenda item is Business Mini Assembly 2

Song

Debate/Vote on proposed bylaw and rule changes to Article IV, Section 4.16. Additions to the Agenda of Regular General Assemblies and Rule G-4.16.1. General Assembly Actions of Immediate Witness, and Responsive Resolutions, to eliminate Actions of Immediate Witness  NOTE: The Mini Assembly for this agenda item is Business Mini Assembly 4

Debate/Vote on proposed bylaw and rule changes to Article IV, Section 4.16. Additions to the Agenda of Regular General Assemblies and Rule G-4.16.1. General Assembly Actions of Immediate Witness, and Responsive Resolutions, to eliminate Actions of Immediate Witness in 2012, reconstitute them beginning with the 2013 General Assembly, and modify the process for submission.  NOTE: The Mini Assembly for this agenda item is Business Mini Assembly 4

Song

Moderator’s Report (Gini Courter)

Recognizing the volunteers and staff who carefully crafted this General Assembly

Responsive Resolutions (if any)

Invitation to Phoenix GA

Final - Right Relationship Team

Final credentials and announcements

Adjourn
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 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 Board of Trustees 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 through equitable recognition of speakers at microphones designated Pro and Con and off-site delegates.

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 or in the off-site queue 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” and off-site “Pro” and “Con” queues is limited to statements in support of or in opposition to motions.

b) Amendment Microphone. Usage of the microphone or off-site queue 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;
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 2011 - 2012 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 in writing of the title and content of his/her Responsive Resolution as soon as it is practical to do so, but not later than 6:00 p.m. on Saturday for Responsive Resolutions based on reports delivered in plenary sessions 1-5. 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 or off-site queue designated for the Congregational Study/Action Issue for which he/she advocates.

After debate concerning the proposed Congregational Study/Action Issues, a written or electronic 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 in the Exhibit Hall 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 during 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) Up to 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 2011 General Assembly will be adjourned no later than 5:00 p.m. on Sunday, June 26.
Draft Statement of Conscience - Ethical Eating: Food & Environmental Justice

Discussion of the proposed UUA Statement of Conscience takes place in the Mini-Assembly on Thursday from 9:00 a.m. to 12:00 p.m. in the Hilton Carolina/Charlotte room. Amendments may be introduced only as called for at the Mini-Assembly.

1. We share with the living things we eat the miracle of life. Yet all animals must take the lives of plants or other animals to live. Eating ethically requires us to respect the organisms we eat and to choose foods produced in humane ways, protective of the environment, consumers, farmers, and all those involved in food production and distribution.

2. Environmental justice includes the equitable distribution of both environmental burdens and benefits on populations of residents. Marginalized people have often been able to find housing only in areas exposed to environmental pollutants with consequent negative health and quality of life effects.

3. As Unitarian Universalists, we are called to address our relationship with food. All of our seven principles call for recognition of and respect for the other—other people and other life forms. Ethical eating is the application of these principles to food. What and how we eat has broad implications for our planet and society. Our values, principles, and integrity call us to seek compassion, health and sustainability in the production of food we raise or purchase.

4. Food production involving growing, processing, packaging, transporting and distributing food has become a vast worldwide industry. The mass production of food often maximizes production while minimizing price. This mass production has greatly increased food supply, but has resulted in the overuse of fertilizers and pesticides with crops and the mistreatment of animals and workers in food production. Both this overuse and the large waste streams from concentrated animal feeding operations (CAFOs), result in pollution of water and land.

5. Access to an adequate supply of healthy food and clean water is a basic human need and right. Many people do not have adequate food supplies, while others have a surplus. In many locations, poor distribution of food is a major cause of hunger. The effects of climate change, weather conditions and armed conflicts can also expose many people to starvation. Paradoxically, an abundance of food does not guarantee access to healthy food.

6. We acknowledge that steps need to be taken that will ensure an adequate food supply for the fast-growing world population; reduce the use of energy, water, fertilizer, pesticides and hormones in food production; and reduce the inhumane treatment of animals. These steps point toward an eating pattern that emphasizes plant-based foods over animal-based foods.

7. Minimally-processed plant-based diets are healthier diets. Some of us believe that it is ethical only to eat plants while others of us believe that it is ethical to eat both plants and animals. We do not call here for a single dietary approach. We encourage a knowledgeable choice of food based on understanding the demands of feeding a growing world population, the health effects of particular foods and the consequences of production, worker treatment, and transportation methods. We commit to applying this knowledge to both personal and public actions, recognizing that many of us might embark on a dramatic change in eating choices and some might pay more for food that is ethically produced. For congregations, helping congregants gain this understanding and supporting their choices will require a long-term collective process of engagement, education, and discernment.
As individuals and as congregations, we recognize the need to examine the impact of our food choices and make changes that will lessen our burden on the rest of the world. We also recognize that many food decisions will require us to make trade-offs between competing priorities. These priorities include: taste, selection, price, human health, environmental protection, sustainability, adequate food supply, humane treatment of animals used for food, and fair treatment of farm and food workers.

**Environmental** concerns include the use of fertilizers, herbicides, pesticides, and hormones and high volumes of animal wastes produced by CAFOs, all of which can contaminate land and water. Contributors to global warming include the overreliance on fossil fuels for food production, the methane produced by cattle, and the long distance transport of food. Expanding agriculture and animal farming often removes natural habitats and reduces natural biodiversity.

**Human Health** concerns include producers’ use of growth-promoters, pesticides and antibiotics that can affect child development, antibiotic resistance, and other health conditions. Advertising can encourage overeating, poor food choices, and a focus on body image that can lead to eating disorders.

Concerns about the **Humane Treatment of Animals** include crowding animals inhumanely in CAFOs and serious mistreatment of many animals used for food during slaughter.

Concerns about the **Fair Treatment of Food and Farm Workers** include low pay, poor working conditions, exploitation of undocumented workers and enslavement of others.

**Policy** concerns include agricultural subsidies that reward the production of certain crops and animal products that are less healthful and environmentally-friendly than unsubsidized ones and that penalize small to moderate sized farming operations. Agricultural subsidies of exported grains have driven small farmers in developing countries off their land because they are unable to compete on price.

We affirm that to work for environmental and economic justice is to work against many forms of oppression. All of us can contribute to a healthier, more equitable world by applying our UU principles to our actions related to food. Ethical eating requires us to approach these concerns with a recognition that they are interconnected and an understanding that learning to eat ethically will require creativity, patience and resolve.

**CALLS TO ACTION**

**Individual Actions**

We covenant to buy, raise and consume food for ourselves and our families that:

- increases our consumption of plant-based foods, which increases the global access to calories, provides health benefits, and prevents injuring animals;
- minimizes the pain and suffering of animals by purchasing meat or seafood produced under humane conditions, for those who choose to eat meat or seafood;
minimizes the negative environmental effects of raising animals or plants by purchasing organically-produced food, and seafood certified responsibly farmed;
minimizes transportation-related carbon dioxide emissions by obtaining foods locally produced through home or community gardens, farmers markets, or community supported agriculture (CSA);
provides farm workers with living wages by purchasing fair trade certified products;
contributes to social harmony by eating communally with others; and
promotes health, consuming food in quantities that do not lead to obesity.

We covenant to advocate for the benefit of food organisms, food workers, the environment and humanity by:

asking food sellers to label where their products come from to determine distance of transport;
telling food sellers that we will buy and pay more for food produced by treating animals humanely, treating workers fairly, and protecting the environment;
pressing food sellers to require that their suppliers certify the humane treatment of animals; and
advocating for federal and state legislation that supports the distribution of adequate ethical food supplies, effective safety inspection of food production, and realignment of agricultural subsidies to support growing more produce and the viability of small farmers.

Congregational Actions
As congregations, we covenant to:

provide and sell more plant-based, organic, and fair trade foods at congregational events;
organize members to work for food justice by urging grocery chains to locate stores in low income neighborhoods, helping people obtain food stamps, advocating for increased funding to alleviate hunger, and assisting local meals on wheels and food bank programs;
support the Unitarian Universalist Service Committee, Unitarian Universalist United Nations Office and other relevant UU organizations in their efforts to ensure that everyone has adequate nutritious food, produced sustainably;
provide educational programs for all ages that address the issues of environmental justice, gardening, food preparation and nutrition;
become Green Sanctuary certified and include ethical eating in programs;
advocate for healthful food for school lunches and other institutional meals; and
engage in direct action and in solidarity with workers and labor advocacy groups to support agricultural and food workers.

With gratitude and reverence for all life, we savor food mindful of all that has contributed to it. We commit ourselves to a more equitable sharing of the earth’s bounty.
These Bylaw amendments changes broaden the definition of the word “congregation.” If these Bylaws are amended, corresponding Rules will be amended by the Board of Trustees.

The Mini-Assembly for this item is on Thursday at 1:00 p.m. in room 213 D.

Underlining indicates insertion; brackets indicate deletion.

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-3.3. Admission to Membership.
A [church or fellowship may become a member congregation] congregation becomes a member 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 C-3.6. Termination of Membership.
A member congregation [church or fellowship] upon written notification to the Association may withdraw from the Association at any time. The Board of Trustees may terminate the membership of any congregation that, pursuant to the provisions of Section C-3.5, has been placed in an “inactive congregation” category maintained by the Association but shall do so only after consultation with:

(a) the [local] congregation in question, whenever possible;

(b) the President of the district in which the congregation is located or such other authorized official as the district designates in writing to the Association; and

(c) the trustee representing the district in which the congregation is located.

This proposed Bylaw change would permit voting by delegates not physically present at General Assemblies.

The Mini-Assembly for this item is on Thursday at 1:00 p.m. in room 213 D.

Underlining indicates insertion; brackets indicate deletion.

Article IV General Assembly
Section 4.5. Place of Meeting.
Each regular [or] and special General Assembly shall be held at such place in the United States or Canada as the Board of Trustees shall determine. Subject to procedures and guidelines adopted by the Board of Trustees, delegates not physically present at General Assembly may be deemed present in person to participate in and vote at General Assembly by means of remote communication.
These proposed Bylaws changes clarify the procedures for the Religious Education Credentialing Committee in either revoking or suspending the credentialed status of a religious educator, bringing the language in line with the similar language governing the Ministerial Fellowship Committee. In addition, there are several minor administrative changes.

*The Mini-Assembly for this item is on Thursday at 10:45 a.m. in room 213 D.*

Underlining indicates insertion; brackets indicate deletion.

### Article IV General Assembly

#### Section 4.8. Delegates.

(b) Minister Delegates and Religious Education Director Delegates. Each certified member congregation is also entitled to be represented at each General Assembly by the ordained minister or ministers in full or associate ministerial fellowship with the Association settled in such congregation, and by the director or directors of religious education having achieved Credentialed Religious Education – Master[s] Level status by the Association and employed in such congregation. In addition, each certified member congregation is also entitled to be represented at each General Assembly by any minister emeritus or minister emerita of such congregation in ministerial fellowship with the Association and by any director of religious education emeritus or emerita having achieved Credentialed Religious Education – Master[s] Level status by the Association designated as such by a vote at a meeting of the member congregation not less than six months prior to the General Assembly, provided that any such minister has been settled previously in such congregation, and any such director of religious education who has been previously employed in such congregation.

### Article V Committees of the Association

#### Section 5.11. Board of Review.

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

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

2. One member who is a credentialed religious educator-master[s] level; and

3. Four members who are not ministers or credentialed religious educators, each of whom at the time of election is a member of a certified member congregation and has been a member of one or more such congregations for not less than three years as an officer or a member of the governing bodies of one or more such congregations.

(b) Election and Term. At each regular General Assembly held in an odd-numbered year one person who is neither a minister nor a credentialed religious educator shall be elected and shall serve for a term of eight years and until a successor is elected and qualified. At each regular General Assembly held in an odd-numbered year there shall be elected either a minister, as described in subsection (a)(1) above, or a credentialed religious educator-master[s] level as
Article VII Committees of the Board of Trustees

Section 7.13. Religious Education Credentialing Committee.

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

(a) three members, none of whom is a parish minister, minister of religious education, community minister, a credentialed religious educator, or a director of religious education, appointed by the Board;

(b) one member who is a parish minister or community minister, appointed by the Board;

(c) one member who is a minister of religious education, appointed by the Board;

(d) one member who is a credentialed religious educator-master(s) level, appointed by the Board; and

(e) one member nominated by the Board of the Liberal Religious Educators Association and appointed by the Board of Trustees.

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

Article XII Religious Education Credentialing

Section 12.3. Achievement of Religious Education Credentialing Status.

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

Section 12.4. Religious Education Credentialing Levels.

The Religious Education Credentialing Committee shall adopt rules related to levels of religious education credentialing as follows: religious education credentialing includes credentialed religious educator-associate level status, credentialed religious educator status, and credentialed religious educator-master(s) level status as determined by action of the Religious Education Credentialing Committee.

Section 12.5. Religious Education Credentialing Records.

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

Section 12.6. [Suspension or] Termination or Administrative Suspension of Religious Education Credentialing Status.

The religious education credentialing status of a religious educator may be [suspended or] terminated by the Religious Education Credentialing Committee for unbecoming conduct, incompetence or other specified cause. Credentialing status may be [suspended or] terminated only after notice by the Committee and opportunity for a [hearing] Religious Education Credentialing Status Review before the Committee [at which the religious educator shall have the right to be represented by counsel, to introduce evidence, to have any relevant and material evidence in the possession of the Association produced, and to cross-examine and rebut adverse evidence]. During an investigation or the pending of a complaint, the Religious Education Credentialing Committee may suspend a religious educator’s credentialing status until a final determination can be made.

Section 12.9. Procedure on Appeal.

An appeal to the Board of Review shall be heard by a panel of the Board selected as provided in its rules. The Board of Review or its panel hearing an appeal shall limit its review to an examination of the Religious Education Credentialing Committee’s decision, including the documents and other evidence compiled during the Religious Education Credentialing Status Review, and the reasons articulated by the Religious Education Credentialing Committee for its decision terminating the religious educator’s credentialing status. If the religious educator requests consideration of newly discovered evidence, not previously presented to the Religious Education Credentialing Committee, then the matter shall be returned to the Religious Education Credentialing Committee for consideration of that evidence before the Board proceeds with the appeal. [not try the case de novo but shall only review the record made before the Religious Education Credentialing Committee, except that the Board of Review by rules may permit the introduction of newly discovered evidence.] These Bylaws and the rules of the Religious Education Credentialing Committee shall be binding upon the Board or its panel. [The panel shall uphold the decision of the Religious Education Credentialing Committee if it can be sustained by a reasonable view of the record.] The Religious Education Credentialing Committee’s determination of fact and/or credibility will not be overturned unless no reasonable fact finder could have reached such determination, and disputes of fact are to be resolved in favor of the Religious Education Credentialing Committee’s determination. The Board or its panel may set aside the decision of the Religious Education Credentialing Committee only where necessary to correct or prevent manifest injustice. The Board or its panel may remand the case in whole or part to the Religious Education Credentialing Committee or take such other action as may be just. The [decision of the panel, which shall be the decision of the Board,] Board of Review or its panel shall set forth its finding and conclusions and shall be [served upon] communicated to the affected religious educator and the Religious Education Credentialing Committee. The decision shall be entered in the religious education credentialing records and shall be final and binding upon all parties. No appeal shall be allowed from the decision of the Board of Review. The Board of Review shall make rules to carry out the intent of this section[, subject to the approval of the Board of Trustees].
This proposed Bylaw change modifies the conditions for appointment to the Ministerial Fellowship Committee, opens the possibility of more than fourteen members, and eliminates the obligation to have members of the Board of Trustees on that Committee.

The Mini-Assembly for this item is on Thursday at 1:00 p.m. in room 213 D.

Underlining indicates insertion; brackets indicate deletion.

Article VII Committees of the Board of Trustees
Section 7.6. Ministerial Fellowship Committee.
The Ministerial Fellowship Committee shall consist of no fewer than fourteen members as follows:

(a) at least six members who are not ministers appointed by the Board;

(b) at least eight members who are ministers in final fellowship with the Association,
and the remainder by the Board, appointed by the Board; and

two members appointed by the Unitarian Universalist Ministers Association.

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

Following the 2009 defeat of a proposal to amend Article II of the UUA Bylaws, the Principles and Purposes, General Assembly delegates passed a resolution calling on the UUA Board to review the bylaws that govern the amendment process. The proposed amendment to Article XV retains the current process for amending Article II, with a study commission followed by votes at two General Assemblies. However, the new process lets the first GA propose amendments to the study commission’s Article II language using a mini-assembly process similar to the one used for many other business actions.

The Mini-Assembly for this item is on Thursday at 10:45 a.m. in room 213 D.

Underlining indicates insertion; brackets indicate deletion.

Article XV Amendment
Section C-15.1. Amendment of Bylaws.
(a) Amendments to Bylaws. These Bylaws may be amended by a two-thirds vote at a regular General Assembly if a proposed amendment has been placed on the agenda; provided, however, that proposals to amend, repeal, or add a new section of these Bylaws whose section number is preceded by a “C” (hereinafter
a “C Bylaw”), shall be governed by subsections (b) or (c) hereof.
(b) Amendments to C Bylaws Other Than in Article II. A proposal to amend, repeal or add a new C Bylaw, other than those C Bylaws in Article II of these Bylaws, shall be subject to a two-step approval process.

(1) Such proposals must be placed on the agenda of a regular General Assembly and approved preliminarily by a majority vote at such regular General Assembly. Following such preliminary approval, the proposal to amend, repeal or add a new C Bylaw shall be placed on the agenda of the next regular General Assembly for final adoption. Final adoption shall require a two-thirds vote.

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

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

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

(1) Such a proposal shall be admitted to the agenda of a regular General Assembly for the sole purpose of determining whether the proposal shall be referred to a commission appointed by the Board of Trustees for a study. Such a study shall involve member congregations. A majority vote at a regular General Assembly shall be required to refer such a proposal to the study commission. Once the study of the proposal is complete, which shall be completed in no more than three years, the study commission shall submit to the Board of Trustees for inclusion on the agenda of the next regular General Assembly following completion of the review and study process the proposal in the form originally presented to the regular General Assembly and any amendments to the proposal that the study commission recommends as a result of the review and study process. The Board of Trustees shall also include on the agenda any amendments that it recommends to the study commission proposal.
All proposals regarding Article II of the Bylaws that are placed on the agenda after review and study (including amendments to such proposals recommended by the study commission) shall require a two-thirds vote for adoption. If the proposal does not receive the requisite approval at the General Assembly following the completion of the review and study process, neither the proposal nor another proposal that is substantively similar shall be placed on the agenda of a General Assembly for two years.

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

(3) [After completion of the review and study process, proposals regarding Article II of the Bylaws shall not be subject to substantive amendment. The Moderator shall determine whether an amendment to such a proposal is substantive.] At the first General Assembly following the completion of the study process, amendments to the Article II proposal may be considered only as follows:

(i) During the General Assembly there shall be a mini-assembly held during which amendments to the Article II proposal recommended by the study commission shall be considered.

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

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

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

(v) If one or more amendments proposed in the mini-assembly are adopted by the General Assembly, the Article II proposal shall be referred to the study commission. Within six months after the close of the General Assembly, the study commission, taking into account the decisions of the General Assembly, shall prepare the proposal to amend Article II. The Board of Trustees shall put this proposal on the agenda of the next regular General Assembly.

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

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

([4]6) If no [review and] study process of Article II has occurred for a period of fifteen years, the Board of Trustees shall appoint a commission to [review and] study Article II for not more than two years and to recommend appropriate revisions, if any, thereto to the Board of Trustees[. The Board of Trustees shall review the recommendations of the study commission and, in its discretion, may submit the recommendations of the study commission to the Planning Committee] for inclusion on the agenda of the next regular General Assembly. The Board of Trustees shall also include on the agenda any amendments that it recommends to the study commission proposal. Notwithstanding anything to the contrary contained herein, proposals to amend Article II which are promulgated by a study commission in accordance with this paragraph shall be subject to a two-step approval process as described in subsections (c)(3) and (c)(4), above. [Such proposals must be approved preliminarily by a majority vote at a regular General Assembly. Following such preliminary approval, the proposal shall be placed on the agenda of the next regular General Assembly for final adoption. Final adoption shall require a two-thirds vote.]
Proposed Bylaw Amendments

These proposed Bylaw changes correspond to new Ministerial Fellowship Committee Rules that have eliminated the category of “Associate Ministerial Fellowship.”

The Mini-Assembly for this item is on Thursday at 10:45 a.m. in room 213 D.

Underlining indicates insertion; brackets indicate deletion.

Section 4.8. Delegates.

b) Minister Delegates and Religious Education Director Delegates. Each certified member congregation is also entitled to be represented at each General Assembly by the ordained minister or ministers in [full or associate] ministerial fellowship with the Association settled in such congregation, and by the director or directors of religious education having achieved Credentialed Religious Education – Masters Level status by the Association and employed in such congregation. In addition, each certified member congregation is also entitled to be represented at each General Assembly by any minister emeritus or minister emerita of such congregation in ministerial fellowship with the Association and by any director of religious education emeritus or emerita having achieved Credentialed Religious Education – Masters Level status by the Association designated as such by a vote at a meeting of the member congregation not less than six months prior to the General Assembly, provided that any such minister has been settled previously in such congregation, and any such director of religious education who has been previously employed in such congregation.

Section C-10.9. Pension System.

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

This proposed Bylaw change substitutes “staff” for a specific staff group and leaves room for more flexibility in staffing structures.

The Mini-Assembly for this item is on Thursday at 10:45 a.m. in room 213 D.

Underlining indicates insertion; brackets indicate deletion.

Section 4.12

(ii) After one Congregational Study/Action Issue has been referred for study in accordance with (i) above, the UUA [Advocacy and Witness] staff shall conduct a workshop to discuss processes for study and action on the selected issue. By November 1 following the General Assembly, the UUA [Advocacy and Witness] staff shall have developed a resource guide pertaining to the Congregational Study/Action Issue selected by the General Assembly. The resource guide shall be made available and congregations notified of its availability.
These proposed Bylaw and Rule changes reduce the size of the UUA Board from 26 persons to 14. They change the process of election of trustees from a combination of election by district and at-large elections to all at-large elections. The Nominating Committee would be required to endeavor to make nominations that reflect a full diversity in, among other things, geography and identities (this change would put in writing these current practices of the Nominating Committee). To support the desire for diversity in membership, and to not unduly restrict the number of persons that might have the opportunity to serve, the terms for trustees are shortened to two three-year terms (from two four-year terms).

The Mini-Assembly for this item is on Thursday at 2:45 p.m. in room 213 D.

Underlining indicates insertion; brackets indicate deletion.

Section 6.3. Membership.
The Board of Trustees shall consist of:

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

(b) [Three] eleven trustees elected at large,[ and a youth trustee at large;]

[(c) one trustee representing each district.]

Section 6.4. Election of Trustees.
The youth trustee at large and one-half of the other number of trustees at large shall be elected at the regular General Assembly held in each odd-numbered year. One-half

(a) One third, as nearly as possible, of the [trustees representing districts] members of the Board of Trustees shall be elected [prior to] at each [such] regular General Assembly.

(b) The Board of Trustees shall [divide the districts into two groups for] assign a number to each trustee position for the purposes of electing trustees.

Section 6.5. Term.
Trustees shall take office immediately after the close of the General Assembly at [or prior to] which they are elected, and [, with the exception of the youth trustee at large,] shall serve for terms of [four]three years [or] and until their successors are [elected and qualified. The youth trustee at large shall serve for a term of two years or until his or her successor is] elected and qualified. Any partial term of more than two years shall be considered a full term for purposes of this section. No trustee may serve more than two successive full terms. However, a trustee may at any time become one of the elected officers of the Association and serve as long in that office as if such trustee had not previously been a trustee. No person who has served as an elected officer for a full term or as a trustee for two full terms shall thereafter be elected a trustee without an interim of [four] at least three years.

Section 6.6. Qualifications of Trustees.
Each elected trustee shall be a member of a member congregation. [An elected trustee representing a district shall reside in that district and shall be a member of a member congregation located in the district.] A trustee who ceases to meet [these
Section 6.8. Vacancies.

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

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

1. If fewer than two regular General Assemblies have met and adjourned since the General Assembly at which the trustee took office, the governing body of the district shall make an interim appointment until the position is filled by a special election within one year from the date the vacancy occurs;

2. If the vacancy occurs at any other point in the term, either the governing body of the district shall fill the vacancy for the remainder of the term or the District shall provide for an interim appointment by its governing body until the position is filled by a special election.

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

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 six years and until his or her successor is elected and qualified. No President shall serve more than 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. The Moderator shall each serve for a term of six years and until his or her successor is elected and qualified. No Moderator shall serve more than 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
Financial Advisor. The Financial Advisor shall serve for a term of [four] three 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.

c) Transition Provision. The bylaw amendment changing the term of office of the President from four years to a single term of six years shall become effective for the election of the President at the regular General Assembly in 2017. The President elected at the regular General Assembly in 2013 shall not be eligible for election in 2017. The bylaw amendment changing the term of office of the Moderator from four years to a single term of six years shall become effective for the election of the Moderator at the regular General Assembly in 2013. The bylaw amendment calling for the election of a Presidential Search Committee (Section 5.2) shall become effective for the election of members of the Presidential Search Committee at the regular General Assembly in 2013. The first two sentences of this transition provision, and this sentence, shall automatically be deleted from the bylaws following the regular General Assembly in 2017. The third, fourth and last sentences of this transition provision shall automatically be deleted from the bylaws following the regular General Assembly in 2013.

Section 8.7. Vacancies.

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

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

Section 9.1. Elective Positions.

The elective positions [of the Association include the elective positions at large and those trustee positions where the election occurs at the district level. The elective positions at large] of the Association are those of the elected officers, [those] the trustees [not elected at the district level], and the elected members of the standing committees of the Association. No person shall hold more than one elective position at a time whether by election or appointment. Ex officio positions for the purposes of this Bylaw provision shall be deemed part of the elected position from which the ex officio position is derived.
Section 9.3. Notice by Nominating Committee.

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

Section 9.4. Nomination by Nominating Committee.

(a) 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. **With respect to Board positions, the Nominating Committee shall designate the position number for which each person is being nominated.**

(b) The Nominating Committee shall endeavor to nominate individuals so that the membership of the Board of Trustees and each elected committee reflects the full diversity of the Association, especially in regard to historically marginalized communities, but also balancing amongst size of congregation, lay and ordained, geography, age (including youth and young adults), and gender, among others. The Nominating Committee shall consult with groups and organizations including those traditionally underrepresented in Unitarian Universalist leadership, to help inform the nominating process.

(c) Only one person from any one member congregation shall be [thus] nominated to serve on the Nominating Committee or the Board of Trustees.

(d) 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.

Section 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 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.

(b) For Other Elective [Position at Large] Positions. 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
Section 9.11. Counting of Ballots.

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

(b) For Other Elective Positions [at Large]. If there is one elective position [at large] to be filled, the candidate receiving the greatest number of votes is elected. If there is more than one such elective position of the same kind to be filled, the candidates respectively receiving the greatest number of votes are elected; provided, however, that in construing the foregoing with respect to positions on the Board, each Board position number shall be considered a separate elective position.

Section 9.12. [Nominations and Elections of Trustees Representing Districts.]

[(a) District Bylaws. Each district shall in its bylaws set forth the method by which the certified member congregations of the Association within that district shall nominate and elect a trustee. Where two or more districts are required to share a single trustee, each such district shall adopt compatible bylaw provisions. In the absence of valid district bylaw provisions, the trustee representing that district or group of districts shall be elected in accordance with the Bylaws and Rules of the Association.]

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

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

[(d) Method of Election. If a district’s bylaws do not include a provision for the election of the trustee representing that district or the group of districts of which that district is a part, the trustee for that district or the group of districts of which that district is a part shall be elected using one of the following methods:
(1) at large within the district, with each member of a certified member
congregation casting a ballot by mail;

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

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

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

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

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

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

*Section 9.13.] Rules for Nominations and Elections.

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


(a) The amendments to Sections 6.3, 6.4(a) 6.5, 6.6, 6.8, 8.3, 8.7, 9.1, 9.3, and
9.6(a) shall become effective at the close of the regular General Assembly in
2013:
The amendments to section 6.4(b), 9.4, 9.6(b), 9.11, 9.12, and Rule G-9.12.2 shall become effective at the close of the regular General Assembly in 2012.

The terms of all trustees shall expire at the close of the regular General Assembly in 2013.

Notwithstanding the provisions of Section 9.4., for elections at the regular General Assembly in 2013:

(1) The Board of Trustees shall appoint, not later than October 31, 2012, from among its current members, four members, for specified numbered seats, to each serve a two-year term beginning immediately after the close of the regular General Assembly in 2013. No member whose service on the Board of Trustees began prior to June 2009 shall be eligible for selection for such a term.

(2) The Nominating Committee shall nominate one or more candidates to run for election to each of seven additional positions: four positions with a one-year term and three positions with a three-year term. These candidates may or may not be current members of the Board of Trustees.

(3) The Nominating Committee shall nominate one or more candidates for election to a three-year term as Financial Advisor.

(4) Candidates may be nominated by petition for the Board of Trustees or the Financial Advisor, as specified in Section 9.6.

(5) A 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, 2012.

For elections at any regular General Assembly before 2019, no trustee shall be eligible for nomination for a term that would result in more than six years of continuous service.

This transition provision shall automatically be deleted from the bylaws following the regular General Assembly in 2018.


On all ballots used in elections held by the Association, the order of names shall be determined by the drawing of lots done by the Secretary and witnessed by two other persons; provided, however, that the order of names for elections to the Board of Trustees shall be by Board position number first, and then as determined above. The Secretary shall certify the results of the drawing of lots, the certificate shall be attested by the witnesses, and the certificate shall be filed with the Secretary’s office. This Rule shall be printed on all official ballots or on the instructions accompanying them.
To support the desire for diversity in membership and to not unduly restrict the number of persons that might have the opportunity to serve, these proposed Bylaw changes modify the term of persons serving on the Nominating Committee from one six-year term to two three-year terms.

The Mini-Assembly for this item is on Thursday at 2:45 p.m. in room 213 D.

Underlining indicates insertion; brackets indicate deletion.

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. One-third of the members of the Nominating Committee shall be elected at the regular General Assembly held in each odd-numbered year. Any member of the Nominating Committee in office for a period of more than 18 months shall be deemed to have completed a three-year term for the purposes of re-election. Any member of the Nominating Committee in office for a period of more than 18 months shall be deemed to have completed a three-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.

Section 5.5. Vacancies.

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

Section 5.6. Nominating Committee.

The Nominating Committee shall consist of nine elected members. A member shall not during the term of office hold any salaried position in the Association[,] and, after serving two terms in office, shall not be eligible for re-election to the Nominating Committee until after an interim of [four] at least three years. The Nominating Committee shall submit nominations for certain elective positions of the Association, as provided in Article IX.
Section 5.16. Transition Provision.

(a) Notwithstanding anything to the contrary in the provisions of Sections 5.2 and 5.6:

1. Members of the Nominating Committee elected at the regular General Assembly in 2013 shall be elected to three-year terms.

2. Members of the Nominating Committee elected prior to the regular General Assembly in 2013 may serve their full six-year terms.

3. For elections at any regular General Assembly before 2018, no person shall be eligible for nomination for a term on the Nominating Committee that would result in more than six years of continuous service.

(b) The amendments to section 5.5 shall become effective at the close of the regular General Assembly in 2012.

(c) This transition provision shall automatically be deleted from the bylaws following the regular General Assembly in 2017.


(a) The districts shall be nineteen in number and named Ballou Channing, Central Midwest, Clara Barton, Florida, Heartland, Joseph Priestley, Massachusetts Bay, Metropolitan New York, Mountain Desert, Mid-South, Northern New England, Ohio Meadville, Pacific Central, Pacific Northwest, Pacific Southwest, Prairie Star, St. Lawrence, Southeast, and Southwestern [and Thomas Jefferson].
These proposed Bylaw and Rule changes would eliminate Actions of Immediate Witness from the General Assembly agenda.

The Mini-Assembly for this item is on Thursday at 4:30 p.m. in room 213 D.

Proposed Bylaw Amendments

Article IV General Assembly
Section 4.16. Additions to the Agenda of Regular General Assemblies.

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

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

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

[(2) The petition to admit such resolutions to the agenda must be signed by 150 delegates from at least 25 congregations in at least five districts. If six petitions or fewer are received, all petitions received that have the requisite level of delegate and congregation support are eligible to be considered for possible admission to the Agenda. In the event more than six petitions are submitted that satisfy the sponsorship requirement, the Commission on Social Witness shall select six from among those which meet the criteria for a General Assembly Action of Immediate Witness, (year) and shall submit those six actions to the Agenda of the General Assembly for possible admission.]

[(3) The motion to admit each General Assembly Action of Immediate Witness, (year) ruled eligible is not debatable, but an opportunity for a two-minute statement of advocacy to the General Assembly for each eligible action by one of its sponsors prior to any such motion shall be provided. Admission of a General Assembly Action of Immediate Witness, (year) shall be by a two-thirds vote.]

[(4) During the General Assembly, a mini-assembly shall be held during which each admitted action shall be discussed and amendments shall be accepted in writing. All such amendments shall be made available in writing to the General Assembly. The Commission on Social Witness shall finalize each General Assembly Action of Immediate Witness, (year), and the chairperson of the Commission on Social Witness, in consultation with the moderator of the General Assembly, the parliamentarian and legal counsel, shall prioritize unincorporated amendments for consideration by the General Assembly.]

[(5) Adoption of a General Assembly Action of Immediate Witness, (year) shall be by a two-thirds vote.]

[(6) Actions submitted pursuant to this Section 4.16(b) must be in writing and filed with the Chair of the Commission on Social Witness or the Commission’s designee by the deadline established by the Commission and announced at the opening session of the Assembly.]
Responsive Resolutions may be admitted to the agenda of a regular General Assembly and acted upon.

A Responsive Resolution is a resolution made in response to a substantive portion of a report by an officer or committee reporting to a regular General Assembly.

Adoption of a Responsive Resolution shall be by two-thirds vote.


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

These proposed Bylaw and Rule changes would eliminate Actions of Immediate Witness in 2012, reconstitute them beginning with the 2013 General Assembly, and modify the process for submission. The Mini-Assembly for this item is on Thursday at 4:30 p.m. in room 213 D.

Underlining indicates insertion; brackets indicate deletion.

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

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

(b) Prior to 2013, there will be no General Assembly Actions of Immediate Witness[, (year) may be admitted to] on the agenda [of a regular General Assembly and acted upon].

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

Beginning with General Assembly 2013, no more than three General Assembly Actions of Immediate Witness may be admitted to the agenda of a regular General Assembly.

A petition to admit such resolutions an Action of Immediate Witness to the agenda must be submitted by a delegate and signed by 150 delegates from at least 25 congregations in at least five districts. If six petitions or fewer are received, all petitions received that have the requisite level of delegate and congregation support are eligible to be considered for possible admission to the Agenda agenda. In the event more than six petitions are submitted that satisfy the sponsorship requirement, the Commission on Social Witness shall select six from among those which meet the criteria for a General Assembly Action of
Immediate Witness, [(year)] and shall submit those six actions to the Agenda agenda of the General Assembly for possible admission. The Commission on Social Witness shall prepare summaries of no more than six petitions and present those summaries to the General Assembly for a vote to rank the petitions in order of delegate support. The three petitions receiving the most votes are eligible for admission to the agenda. If there are submitted three or fewer petitions meeting the criteria for a General Assembly Action of Immediate Witness, each of the petitions is eligible for admission to the agenda.

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

During the General Assembly, a mini-assembly shall be held during which each admitted action shall be discussed and amendments shall be accepted in writing. All such amendments shall be made available in writing to the General Assembly. The Commission on Social Witness shall finalize each General Assembly Action of Immediate Witness[, (year)], and the chairperson of the Commission on Social Witness, in consultation with the moderator of the General Assembly, the parliamentarian, and legal counsel, shall prioritize unincorporated amendments for consideration by the General Assembly.

Adoption of a General Assembly Action of Immediate Witness[, (year)] shall be by a two-thirds vote.

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

Responsive Resolutions may be admitted to the agenda of a regular General Assembly and acted upon.

A Responsive Resolution is a resolution made in response to a substantive portion of a report by an officer or committee reporting to a regular General Assembly.

Adoption of a Responsive Resolution shall be by two-thirds vote.


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

1. 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


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

11. The inherent worth and dignity of every person;

12. Justice, equity and compassion in human relations;

13. Acceptance of one another and encouragement to spiritual growth in our congregations;

14. A free and responsible search for truth and meaning;

15. The right of conscience and the use of the democratic process within our congregations and in society at large;

16. The goal of world community with peace, liberty and justice for all;

17. Respect for the interdependent web of all existence of which we are a part.

18. The living tradition which we share draws from many sources:

24. 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;

25. 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;

26. Wisdom from the world's religions which inspires us in our ethical and spiritual life;

27. Jewish and Christian teachings which call us to respond to God's love by loving our neighbors as ourselves;

28. 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;

29. 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.

30. 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.

45. 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.

51. Section C-2.3. Non-discrimination.

52. 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.

61. Nothing herein shall be deemed to infringe upon the individual freedom of belief which is inherent in the Unitarian and Universalist 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

67. Section C-3.1. Member Congregations.

68. 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.

72. Section C-3.2. Congregational Polity.

73. 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.

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

83. 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.

88. Section 3.4. Church of the Larger Fellowship.

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

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

93. 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 establishes that it meets the requirements set forth herein for any fiscal year of the Association.

97. (a) conducted regular religious services;

98. (b) held at least one business meeting of its members, elected its own officers and maintained adequate records of membership; and

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

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

105. 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.

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

117. 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.
Section C-3.6. Termination of Membership.
A church or fellowship upon written notification to the Association may withdraw from the Association at any time. The Board of Trustees may terminate the membership of any congregation that, pursuant to the provisions of Section C-3.5, has been placed in an "inactive congregation" category maintained by the Association but shall do so only after consultation with:

- the local congregation in question, whenever possible;
- the President of the district in which the congregation is located or such other authorized official as the district designates in writing to the Association; and
- the trustee representing the district in which the congregation is located.

Section C-3.7. Associate Member Qualifications.
The Board of Trustees may admit to associate membership in the Association any major organization whose membership or constituency consists of individuals located throughout the United States or Canada, and whose purposes and programs it finds to be auxiliary to and supportive of the principles of the Association and which pledges itself to support the Association. The Board of Trustees may terminate such associate membership upon a finding that the organization no longer meets the foregoing qualifications.

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

Section C-3.8. Independent Affiliate Organizations.
The Board of Trustees may admit to affiliated status those independently constituted and operated organizations whose purposes and intentions it finds to be in sympathy with the principles of the Association, and may terminate such status upon finding that the organization no longer meets the foregoing qualifications or is not in compliance with the rules relating to such organizations. The status granted is that of independent affiliate. The Board of Trustees shall adopt rules governing the requirements for admission to and retention of affiliated status. The requirements shall include financial support of the Association by payment of an annual contribution. The Association shall neither exercise control over nor assume responsibility for the programs, activities, or finances of any independent affiliate.

Section C-3.9. Autonomy of Associate Member Organizations and Independent Affiliate Organizations.
Nothing in these Bylaws shall be construed as infringing upon the control of associate member organizations and independent affiliate organizations.

Section C-3.10. Members of Member Congregations.
For the purposes of these Bylaws, a member of a member congregation is any individual who pursuant to its procedures has full or partial voting rights at business meetings of the congregation and who is certified as such by an authorized officer of the congregation.

ARTICLE IV General Assembly

Section C-4.1. Meetings of the Association.
Each meeting of the Association for the conduct of business shall be called a General Assembly.

Section C-4.2. Powers and Duties.
General Assemblies shall make overall policy for carrying out the purposes of the Association and shall direct and control its affairs.

Section 4.3. Regular General Assembly.
A regular General Assembly shall be held at such time during each fiscal year of the Association as the Board of Trustees shall determine.

Section 4.4. Special General Assembly.
A special General Assembly may be called by the Board of Trustees at any time, and shall be called upon petition of not less than fifty certified member congregations by action of the governing boards or their congregations. No more than twenty of the fifty congregations may be from the same district.

Section 4.5. Place of Meeting.
Each regular or special General Assembly shall be held at such place in the United States or Canada as the Board of Trustees shall determine.

Section 4.6. Notice of Meetings.
Notice of each regular and special General Assembly shall be given not less than sixty days before the date thereof in such form and manner as the Board of Trustees shall determine. Such notice shall state the place, date, and hour of the meeting. Notice of each special General Assembly shall indicate at whose direction it is being called.

Section 4.7. Voting.
Voting at each regular and special General Assembly shall be by accredited delegates from certified member congregations, certified associate member organizations, and trustees.

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

Section 4.8. Delegates.
(a) Member Delegates. Each certified member congregation is entitled to be represented at each General Assembly by delegates who are members of such congregation, selected in accordance with its bylaws or procedures. The Church of the Larger Fellowship is entitled to 22 such delegates. Other certified member congregations are entitled to that number of such delegates determined as follows: the number of delegates of a certified member congregation shall be equal to the number of members of the congregation divided by fifty, plus one delegate for any fraction remaining; provided that each certified member congregation shall be entitled to at least two delegates.

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<th>Membership of Congregation</th>
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<td>Over 500</td>
<td>One for each additional 50 members or fraction thereof.</td>
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The number of members of a certified member congregation which is a member of more than one denomination shall be determined for the purposes of this section either (i) by dividing the number of members of the federated church by the number of denominations included in the federation, or, (ii) at the option of the federated church, (iii) by reporting the
actual number of members who identify themselves as Unitarian Universalists.

(b) Minister Delegates and Religious Education Director Delegates. Each certified member congregation is also entitled to be represented at each General Assembly by the ordained minister or ministers in full or associate ministerial fellowship with the Association settled in such congregation, and by the director or directors of religious education having achieved Credentialed Religious Education – Masters Level status by the Association and employed in such congregation.

In addition, each certified member congregation is also entitled to be represented at each General Assembly by any minister emeritus or minister emerita of such congregation in ministerial fellowship with the Association and by any director of religious education emeritus or emerita having achieved Credentialed Religious Education – Masters Level status by the Association designated as such by a vote at a meeting of the member congregation not less than six months prior to the General Assembly, provided that any such minister has been settled previously in such congregation, and any such director of religious education who has been previously employed in such congregation.

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

Section C-4.9. Accreditation of Delegates.

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

Section 4.10. Quorum.

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

Section 4.11. Tentative Agenda for Regular General Assemblies.

The Board of Trustees shall prepare a Tentative Agenda for each regular General Assembly which shall include:

(a) reports and other matters required by these Bylaws to be submitted to the General Assembly;

(b) proposed amendments to these Bylaws which are submitted as prescribed in Article XV, Section 15.2;

(c) items referred by the preceding General Assembly;

(d) Business Resolutions and proposed amendments to Bylaws and Rules submitted by the Commission on Appraisal;

(e) all proposed amendments to Rules and all Business Resolutions as defined in Rule G-4.18.2, submitted by:

(1) the Board of Trustees or the Executive Committee;

(2) not less than fifteen certified member congregations by action of their governing boards or their congregations; or

(3) a petition by not less than 250 members of certified member congregations with no more than 10 members of any one member congregation counted as part of the 250;

(f) proposed amendments to Rules and Business Resolutions submitted by a district by official action at a duly called meeting at which a quorum is present but not in excess of three Business Resolutions per district; and

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

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

Section 4.12. UUA Statements of Conscience.

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

(a) First Cycle Year

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

(2) The Commission on Social Witness shall by November 1 of that year submit to the Board of Trustees for inclusion on the Tentative Agenda of the regular General Assembly not more than ten proposed Congregational Study/Action Issues, each of which shall be based in whole or in part on the issues submitted to it as described in the previous subsection. The Commission on Social Witness shall verify with the proposing congregation, district, or sponsored organization that the proposed Study/Action Issue reflects the intent of the proposer prior to being included in the poll ballot. The ten proposed Congregational Study/Action Issues shall be included for approval by the congregations on the Congregational Poll ballot, such ballot to be available and congregations
notified of its availability by November 15 of the same year. Congregational Poll ballots concerning the proposed Congregational Study/Action Issue shall be due by February 1 of the following year (the first Cycle year).

(3) For the proposed Congregational Study/Action Issue to be placed on the Final Agenda of the General Assembly, twenty-five percent (25%) of all certified congregations must participate in the ballot vote concerning the proposed Congregational Study/Action Issues.

(4) The proposed Congregational Study/Action Issue shall be ranked in the order of the votes received in the Congregational Poll. The Study/Action Issues receiving the most votes (not to exceed five in number) shall be submitted to the General Assembly as follows:

(i) Each of the Proposed Congregational Study/Action Issues shall be presented to the General Assembly by a delegate, and one such proposed Congregational Study/Action Issue shall be referred for study by virtue of having received the highest number of votes among all proposed Congregational Study/Action votes cast by the General Assembly, provided, however, that if no proposed 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.

(ii) After one Congregational Study/Action Issue has been referred for study in accordance with (i) above, the Advocacy and Witness staff shall conduct a workshop to discuss processes for study and action on the selected issue. By November 1 following the General Assembly, the Advocacy and Witness staff shall have developed a resource guide pertaining to the Congregational Study/Action Issue selected by the General Assembly. The resource guide shall be made available and congregations notified of its availability.

(5) If a UUA Statement of Conscience has been adopted in the previous year, the regular meeting of the General Assembly shall also conduct workshops on the implementation of such UUA Statement of Conscience.

(6) If no proposed Congregational Study/Action Issues are on the Final Agenda in the first Cycle year, or if no Congregational Study/Action Issue is referred for study by the General Assembly, then following the regular meeting of the General Assembly, the Cycle shall begin again as set forth in this subsection.

(b) Second Cycle Year

(1) Member congregations and the districts shall submit by not later than March 1 of the second Cycle year comments regarding the Congregational Study/Action Issue and the related resource guide to the Commission on Social Witness.

(2) During the meeting of the General Assembly in the second Cycle year the Commission on Social Witness shall conduct workshops on the Congregational Study/Action Issue.

(c) Third Cycle Year

(1) Member congregations and the districts shall submit by not later than March 1 of the third Cycle year comments regarding the Congregational Study/Action Issue and the related resource guide to the Commission on Social Witness.

(2) During the General Assembly in the third Cycle year, the Commission on Social Witness shall conduct workshops on the Congregational Study/Action Issue. Following the General Assembly, the Commission on Social Witness shall then compose a draft UUA Statement of Conscience.

(3) The draft UUA Statement of Conscience, a draft Statement of Conscience congregational comment form, and a ballot to place the draft UUA Statement of Conscience on the Final Agenda shall be included in the Congregational Poll, to be made available and congregations notified of its availability by November 15, following the General Assembly. Notice of the availability of these items shall be given to the congregations. Congregational Poll ballots and the congregational comment forms concerning the draft UUA Statement of Conscience shall be due by February 1 of the following year (the fourth Cycle year).

(4) The Commission on Social Witness shall then prepare a revised draft of the UUA Statement of Conscience taking into consideration comments received by the member congregations and districts and place this revised draft of the UUA Statement of Conscience on the Final Agenda.

(5) For a draft UUA Statement of Conscience to be placed on the Final Agenda of the General Assembly, twenty-five percent (25%) of all certified congregations must participate in the ballot vote concerning such draft UUA Statement of Conscience.

(d) Fourth Cycle Year

(1) If the draft UUA Statement of Conscience is placed on the Final Agenda for the next regular meeting of the General Assembly, then the next General Assembly must debate and vote on the proposed UUA Statement of Conscience. Adoption of the UUA Statement of Conscience shall require a two-thirds vote.

(2) If (i) the proposed UUA Statement of Conscience is not placed on the Final Agenda for the next regular meeting of the General Assembly; or (ii) the General Assembly chooses, by a two-thirds vote, to refer the proposed UUA Statement of Conscience to the Commission on Social Witness for one additional year of study/action, then the Commission of Social Witness shall continue the study and revision of the proposed UUA Statement of Conscience for one more year. The revised UUA Statement of Conscience may be placed on the Final Agenda for the next regular meeting of the General Assembly pursuant to subsections (c)(3), (c)(4) and (c)(5) above. If by the regular meeting of the General Assembly following the additional year the Commission on Social Witness has been unable to find support to generate an acceptable UUA Statement of Conscience, the Congregational Study/Action Issue may be placed on the Final Agenda with a proposal to drop such Congregational Study/Action Issue.

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


The Board of Trustees shall prepare a Final Agenda for each General Assembly which shall include:

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

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

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

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

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

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

Section 4.15. Agenda for Special General Assemblies.

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

(a) the Board of Trustees;

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

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

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

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

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

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

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

(2) The petition to admit such resolutions to the agenda must be signed by 150 delegates from at least 25 congregations in at least five districts. If six petitions or fewer are received, all petitions received that have the requisite level of delegate and congregation support are eligible to be considered for possible admission to the Agenda. In the event more than six petitions are submitted that satisfy the sponsorship requirement, the Commission on Social Witness shall select six from among those which meet the criteria for a General Assembly Action of Immediate Witness, (year) and shall submit those six actions to the Agenda of the General Assembly for possible admission.

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

(4) During the General Assembly, a mini-assembly shall be held during which each admitted action shall be discussed and amendments shall be accepted in writing. All such amendments shall be made available in writing to the General Assembly. The Commission on Social Witness shall finalize each General Assembly Action of Immediate Witness, (year), and the chairperson of the Commission on Social Witness, in consultation with the moderator of the General Assembly, the parliamentarian and legal counsel, shall prioritize unincorporated amendments for consideration by the General Assembly.

(5) Adoption of a General Assembly Action of Immediate Witness, (year) shall be by a two-thirds vote.

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

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

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

(2) Adoption of a Responsive Resolution shall be by two-thirds vote.
Section 4.17. Items Admitted to Special General Assembly Agenda.

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

Section 4.18. Agenda Rules.

609 General Assemblies shall adopt rules relating to the agenda.


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

ARTICLE V Committees of the Association

Section 5.1. Committees of the Association.

614 The standing committees of the Association shall be:

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

Section 5.2. Election and Terms of Office.

623 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 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.

633 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 terms of six years. Any member of the General Assembly Planning Committee and the Commission on Social Witness shall serve for terms of four years.

Section 5.3. Qualifications of Committee Members.

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

Section 5.4. Removal of Committee Member.

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

Section 5.5. Vacancies.

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

Section 5.6. Nominating Committee.

664 The Nominating Committee shall consist of nine elected members. A member shall not during the term of office hold any salaried position in the Association, and shall not be eligible for re-election to the Nominating Committee until after an interim of four years. The Nominating Committee shall submit nominations for certain elective positions of the Association, as provided in Article IX.

Section 5.7. Presidential Search Committee.

671 The Presidential Search Committee shall consist of five members elected by the General Assembly, and two members 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 5.8. General Assembly Planning Committee.

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

Section 5.9. Commission on Appraisal.

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

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

Section 5.10. Commission on Social Witness.

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

711 Each appointment and election of a member to the Commission will be for a term of four years;
713 One member shall be appointed each odd-numbered year; and
715 No fewer than one nor more than two members shall be elected each odd-numbered year, as is required to insure a full complement of elected members.

718 No member shall serve on the Commission for more than two four-year terms in succession. In the case of a vacancy in an appointed position by reason of death, disqualification, resignation or removal, the vacancy shall be filled at any time for the remainder of the term by appointment by the Board of Trustees for the balance of the term. The duties of the Committee are described in Section 4.12 and Section 4.16 of the Bylaws and Rules G-4.12.1, G-4.12.2, and G-4.18.2.
Section 5.11. Board of Review.

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

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

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

(3) Four members who are not ministers or credentialed religious educators, each of whom at the time of election is a member of a certified member congregation and has been a member of one or more such congregations for not less than three years as an officer or a member of the governing bodies of one or more such congregations.

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

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

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

Section 5.12. Additional Committees.

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

Section 5.13. Presiding Officer.

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

Section 5.14. Time and Place of Meetings.

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

Section 5.15. Call and Notice of Meetings.

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

ARTICLE VI Board of Trustees

Section C-6.1. Responsibility.

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

Section 6.2. Powers.

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

Section 6.3. Membership.

The Board of Trustees shall consist of:

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

(b) Three trustees elected at large, and a youth trustee at large;

(c) one trustee representing each district.

Section 6.4. Election of Trustees.

The youth trustee at large and one-half of the other number of trustees at large shall be elected at the regular General Assembly held in each odd-numbered year. One-half, as nearly as possible, of the trustees representing districts shall be elected prior to each such General Assembly. The Board of Trustees shall divide the districts into two groups for purposes of electing trustees.

Section 6.5. Term.

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

Section 6.6. Qualifications of Trustees.

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

An elected trustee representing a district shall reside in that district as if such trustee had not previously been a trustee. No person who has served as elected officer for a full term shall thereafter be elected a trustee without an interim of four years.

Section 6.7. Resignation and Removal of Trustees.

A trustee may at any time resign by giving written notice to the Board of Trustees. Such resignation shall take effect at the time the Board of Trustees shall divide the districts into two groups for purposes of electing trustees.

Section 6.8. Vacancies.

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

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

(1) If fewer than two regular General Assemblies have met and adjourned since the General Assembly at which the trustee took office, the governing body of the district shall make an interim appointment until the position is filled by a special election within one year from the date the vacancy occurs;

(2) If the vacancy occurs at any other point in the term, either the governing body of the district shall fill the vacancy for the remainder of the term or the District shall provide for an interim appointment by its governing body until the position is filled by a special election.

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

Section 6.9. Place of Meeting.

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

Section 6.10. Regular Meetings.

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

Section 6.11. Special Meetings.

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

Section 6.12. Waiver of Notice.

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

Section 6.13. Quorum.

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


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

Section 6.15. Annual Report.

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

ARTICLE VII

Committees of the Board of Trustees

Section 7.1. Committees of the Board of Trustees.

The standing committees of the Board of Trustees shall be:

(a) the Executive Committee;
(b) the Ministerial Fellowship Committee;
(c) the Finance Committee;
(d) the Investment Committee;
(e) the Religious Education Credentialing Committee; and
(f) the Audit Committee.

Section 7.2. Appointment and Term of Office.

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

Section 7.3. Removal of Committee Member.

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

Section 7.4. Vacancies.

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

Section 7.5. Executive Committee.

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

Section 7.6. Ministerial Fellowship Committee.

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

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

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

Section 7.7. Finance Committee.

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

Section 7.8. Investment Committee.

The Investment Committee shall consist of the Financial Advisor, the Treasurer, and five other persons, at least one of whom shall be a trustee and none of whom shall be members of the Finance Committee. The duties of the Investment Committee are set forth in Article X.
The Religious Education Credentialing Committee shall consist of
seven members as follows:

(a) three members, none of whom is a parish minister,
minister of religious education, community minister, a
credentialled religious educator, or a director of religious
education, appointed by the Board;
(b) one member who is a parish minister or community
minister, appointed by the Board;
(c) one member who is a minister of religious education,
apPOINTed by the Board;
(d) one member who is a credentialled religious educator-
masters level, appointed by the Board; and
(e) one member nominated by the Board of the Liberal
Religious Educators Association and appointed by the
Board of Trustees.

The Committee shall have jurisdiction over religious education
credentialing with the Association as provided in Article XII
and keep its records.

The Audit Committee shall consist of five members as follows:

(a) three persons appointed by the Board, none of whom are
members of the Board or hold a salaried position with the
Association;
(b) the Financial Advisor; and
(c) a member of the Finance Committee, who shall be
appointed by the Board.

No member of the Audit Committee shall serve for 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 of purposes of this subsection.

(b) Appointed Non-salaried Officers. The appointed non-salaried
officers of the Association shall include one or more Vice
Moderators, a Secretary, and a Recording Secretary and may include such other officers as the Board of
Trustees may appoint.

(c) Appointed Salaried Officers. The appointed salaried officers
of the Association shall include a Treasurer, and may
include one or more vice presidents, assistant treasurers,
and such other officers as the Board of Trustees may
determine.

The Board of Trustees may appoint. 1028
and may include such other officers as the Board of
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Moderators, a Secretary, and a Recording Secretary and may include such other officers as the Board of
Trustees may appoint.
Section 8.4. Qualification of Officers.
Each officer of the Association shall be a member of a member congregation. If an officer ceases to be a member of any member congregation, such officer shall be disqualified and the office declared vacant.

Section 8.5. Removal of Officers.
(a) Elected Officers. An elected officer may be removed by a three-fourths vote of the entire Board of Trustees at a meeting at which not less than three-fourths of the entire Board is present if in the opinion of the Board such officer is incapacitated or unable to carry out the duties of the office.
(b) Appointed Officers. An appointed officer may be removed by the Board of Trustees at any time.

Section 8.6. Resignation.
An officer may resign at any time by giving written notice to the Moderator, who shall immediately forward copies to the Board of Trustees. Any such resignation shall take effect at the time specified therein, or, if no time is specified, then upon delivery.

Section 8.7. Vacancies.
(a) Elected Officers. A vacancy created by the death, disqualification, resignation, or removal of an elected officer shall be filled by the Board of Trustees until the next regular General Assembly at which an election can be held. The vacancy shall then be filled by election for the balance of the unexpired term, if any.
(b) Appointed Non-salaried Officers. A vacancy created by the death, disqualification, resignation, or removal of an appointed non-salaried officer may be filled by the Board of Trustees for the balance of the unexpired term.

Section 8.8. Moderator.
The Moderator shall preside at General Assemblies and meetings of the Board of Trustees and the Executive Committee. The Moderator shall represent the Association on special occasions and shall assist in promoting its welfare. The Moderator shall serve as Chief Governance Officer of the Association.

Section 8.9. President.
The President shall be the chief executive officer of the Association and shall be a member, ex officio, without vote, of all standing committees of the Association, except the Nominating Committee and the Board of Review, and of all standing committees of the Board except the Ministerial Fellowship Committee and the Religious Education Credentialing Committee.

Section 8.10. Financial Advisor.
The duties of the Financial Advisor are set forth in Article X.

Section 8.11. Executive Vice President.
The duties of the Executive Vice President shall be as assigned by the President in conformity with any provisions of the Board appointment.

Section 8.12. Vice Moderators.
The Vice Moderator or Moderators shall be elected from among the members of the Board of Trustees by its members. In the absence of the Moderator a Vice Moderator shall preside at meetings and perform the duties of the Moderator. A Vice Moderator shall perform such other duties as may be assigned by the Board. In the event that more than one Vice Moderator is elected, one of the Vice Moderators shall be designated First Vice Moderator.

Section 8.13. Vice Presidents.
Any Vice President appointed shall have such powers and shall perform such duties as may be assigned by the Board of Trustees.

Section 8.14. Secretary.
The Secretary shall be appointed from among the members of the Board of Trustees and shall perform all duties usually pertaining to the office, except those of a Clerk under Massachusetts law. The Secretary shall represent the Association on special occasions and shall assist in promoting the welfare of the Association.

Section 8.15. Treasurer.
The duties of the Treasurer are set forth in Article X.

Section 8.16. Recording Secretary.
The Recording Secretary shall at all times be a resident of the Commonwealth of Massachusetts and upon being appointed shall be sworn to the faithful performance of the duties of the office. If the Recording Secretary ceases to be a resident of the Commonwealth of Massachusetts, such person shall be disqualified and the office declared vacant. The Recording Secretary shall keep an accurate record of all meetings of the Association and the Board of Trustees, shall perform such other duties as may be assigned by the Board, and shall perform the duties of a Clerk under Massachusetts law.

Section 8.17. Other Appointed Officers.
The Board of Trustees may appoint such other officers as it deems necessary and shall fix their powers and duties.

Section 8.18. Compensation.
The Moderator, the Financial Advisor, and the appointed non-salaried officers shall not receive compensation for their services but shall be reimbursed as determined by the Board of Trustees for expenses reasonably incurred by them in the performance of their duties.

Section 8.19. Reports by Officers.
The Moderator, the President, the Financial Advisor, and the Treasurer shall each make an annual report to the member congregations and to each regular General Assembly.

ARTICLE IX Nominations and Elections

Section 9.1. Elective Positions.
The elective positions of the Association include the elective positions at large and those trustee positions where the election occurs at the district level. The elective positions at large of the Association are those of the elected officers, those trustees not elected at the district level, and the elected members of the standing committees of the Association. No person shall hold more than one elective position at a time whether by election or appointment. Ex officio positions for the purposes of this Bylaw provision shall be deemed part of the elected position from which the ex officio position is derived.

Section 9.2. Nomination Procedures.
The nomination procedures set forth in these Bylaws and the Rules adopted hereunder are exclusive, and no person who is not nominated in accordance with such procedures can be elected to any elective position.

Section 9.3. Notice by Nominating Committee.
On or before August 1 of each even-numbered year, the Nominating Committee shall notify all certified member congregations in writing of the elective positions at large and vacancies to be filled at the next regular General Assembly.

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

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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 by February 1 of the 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 by February 1 of the 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 9.6. Nomination by Petition.

(c) For President and Moderator. A nomination for the office of President or Moderator, 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 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.

(d) For other Elective Position at Large. A nomination for any 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.

Section 9.7. Qualifications of Nominees.

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

Section 9.8. Vacancy in Nominations.

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

Section 9.9. Supervision of Elections.

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

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

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

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

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

Section 9.10. Conduct of Elections at Large.

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

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

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

Section 9.11. Counting of Ballots.

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

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


(a) District Bylaws. Each district shall in its bylaws set forth the method by which the certified member congregations of the Association within that district shall nominate and elect a trustee. Where two or more districts are required to share a single trustee, each such district shall adopt compatible bylaw provisions. In the absence of valid district bylaw provisions, the trustee representing that district or group of districts shall be elected in accordance with the Bylaws and Rules of the Association.
(b) Time of Election. The election of a district trustee, except an election to fill a vacancy pursuant to Section 6.8(b), shall be held not less than 45 nor more than 300 days before the regular General Assembly following which such trustee is to take office.

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

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

1. By delegates at a district meeting at which each certified member congregation is entitled to the same number of voting delegates as specified in Section 4.8(a) of these Bylaws, with absentee ballots by the delegates permitted.
2. By each certified member congregation, acting at a legal meeting of such congregation, casting that number of votes equal to the number of delegates specified in Section 4.8(a) of these Bylaws, allocated among the candidates as it shall determine.
3. By delegates at a district meeting at which each certified member congregation is entitled to the same number and kind of voting delegates as specified in Section 4.8(a) and (b) of these Bylaws with absentee ballots by the delegates permitted; or
4. By each certified member congregation, acting at a legal meeting of such congregation, casting that number of votes equal to the number of delegates specified in Section 4.8(a) of these Bylaws, allocated among the candidates as it shall determine, and by each minister and Director of Religious Education, who meets the criteria for delegate status set forth in Section 4.8(b) of these Bylaws, casting a vote.

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

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


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

**ARTICLE X  Finance and Contracts**

***Section 10.1. Annual Budget.***

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

***Section 10.2. Duties of Finance Committee.***

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

***Section 10.3. Duties of Financial Advisor.***

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

***Section 10.4 Duties of Treasurer and Assistant Treasurers.***

The Treasurer shall have custody of the corporate seal and the funds and other properties of the Association and shall have the usual duties of the Treasurer of a corporation. The Treasurer or the Board of Trustees may from time to time delegate or assign to each Assistant Treasurer specified duties and authority, and any person, firm, organization or corporation dealing with the Treasurer, including the execution, sealing and delivery of any document, has been performed pursuant to an effective delegation or assignment of authority as aforesaid, and the Association shall be bound accordingly.

***Section C-10.5. Raising of Funds.***

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

***Section C-10.6. Funds Held for Others.***

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

***Section C-10.7. Responsibility for Investments.***

The Board of Trustees shall have ultimate responsibility for investing the funds belonging to or held by the Association.

***Section C-10.8. Contracts and Securities.***

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

***Section C-10.9. Pension System.***

The Association shall establish and maintain a pension system for ministers in full fellowship with the Association.
Section 10.10. Fiscal Year.
The fiscal year of the Association shall be from July 1 to June 30.

Section 10.11. Corporate Seal.
The seal of the Association shall be in such form as the Board of Trustees shall approve.

Section 10.12. Indemnification of Trustees, Officers, Employees, and Volunteers.
The Association, to the extent legally permissible, shall indemnify any trustee, officer, employee of the Association or volunteer elected by a General Assembly or appointed by the Board of Trustees of the Association to serve the Association, or persons formerly holding such positions, against all liabilities and expenses (including court costs, attorney's fees, and the amount of any judgment or reasonable settlement, fines and penalties) actually incurred by any such person, subsequent to their adoption hereof, in connection with the defense of any claim asserted or threatened to be asserted against any such person, or any action, suit or proceeding in which any such person may be involved as a party, by reason of being or having been such trustee, officer, employee or volunteer or by reason of any action alleged to have been taken or omitted by any such person as such trustee, officer, employee or volunteer, except with respect to any matter as to which he or she shall have been adjudicated in any proceeding not to have acted in good faith in the reasonable belief that his or her action was in the best interests of the Association provided, however, that as to any matter disposed of by a compromise payment by such person, pursuant to a consent decree or otherwise, no indemnification either for said payment or for any other expenses shall be provided unless such compromise indemnification therefore shall be approved:

(a) by a majority vote of a quorum consisting of disinterested trustees;
(b) if such quorum cannot be obtained, then by a majority vote of a committee of the Board of Trustees consisting of all the disinterested trustees;
(c) if there are not two or more disinterested trustees in office, then by a majority of the trustees in office, provided they have obtained a written finding by independent legal counsel appointed by a majority of the trustees to the effect that, based upon a reasonable investigation of the relevant facts as described such opinion, the person to be indemnified appears to have acted in good faith and in the reasonable belief that his or her action was in the best interests of the Association;
(d) if not resolved by (a), (b) or (c), above, by a court of competent jurisdiction.

If authorized in the same manner specified above for compromise payments, expenses, including attorney's fees actually and necessarily incurred by any such person in connection with the defense or disposition of any such action, suit or other proceeding may be paid from time to time by the Association in advance of the final disposition thereof upon receipt of (a) an affidavit of such individual of his or her good faith belief that he or she has met the standard of conduct necessary for indemnification under this Section and (b) an undertaking by such individual to repay the amount so paid to the Association if such person shall be adjudicated to be not entitled to indemnification under this Section, which undertaking may be accepted without reference to the financial ability of such person to make repayment. The right of indemnification herein provided shall inure to the benefit of the heirs, executors and administrators of each such trustee, or officer, employee or volunteer and shall not be deemed exclusive of any other rights to which any such person may be entitled under any statute, bylaw, agreement, vote of members or otherwise or to which any such person might have been entitled were it not for this provision. As used in this Section, an "interested" trustee or officer is one against whom in such capacity the proceeding in question, or other proceeding on the same or similar grounds, is then pending.

Section 10.13. Duties of the Audit Committee.
The Audit Committee shall oversee the annual audit of the financial statements of the Association by an independent certified public accounting firm and monitor the establishment and implementation of accounting policies and internal controls. Specific duties of the Audit Committee shall be set forth in a charter adopted by the Board which may be amended by the Board from time to time.

ARTICLE XI Ministry

Section C-11.1. Ministerial Fellowship.
Each member congregation has the exclusive right to call and ordain its own minister or ministers, but the Association has the exclusive right to admit ministers to ministerial fellowship with the Association. Fellowship may be for the purposes of parish, religious education and/or community ministry as determined by action of the Ministerial Fellowship Committee.

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

*Section 11.2. Ministerial Fellowship Committee.
The Ministerial Fellowship Committee shall have exclusive jurisdiction over ministerial fellowship except as otherwise provided in these bylaws. It shall make rules governing ministerial fellowship, subject to the approval of the Board of Trustees.

Section 11.3. Admission to Fellowship.
A minister may be admitted to fellowship by the Ministerial Fellowship Committee, upon complying with the requirements of these Bylaws and the rules, policies, procedures and requests of the Committee. A minister who is admitted to fellowship shall be admitted to preliminary fellowship for a period of at least three years, be evaluated in ministry, and may thereafter be admitted to final fellowship.

Section 11.4. Fellowship Records.
The Executive Secretary of the Ministerial Fellowship Committee shall maintain up-to-date records of all ministers in fellowship with the Association. These records shall be available only to members of the committee, persons designated by the Committee, and, in cases of appeals, the Board of Review.

Section 11.5. Termination of Fellowship and Administrative Suspension.
The fellowship of a minister may be terminated by the Ministerial Fellowship Committee for unbecoming conduct, incompetence or other specified cause. Final fellowship may be terminated only after notice by the Committee and opportunity for a Fellowship Review before the Committee. During an investigation or the pending of a complaint, the Ministerial Fellowship Committee may suspend a minister until a final determination can be made on the minister's fellowship status.
ARTICLE XII Religious Education Credentialing

Section 12.1. Religious Education Credentialing.
Each member congregation has the exclusive right to employ its own religious educator, but the Association has the exclusive right to confer on religious educators a religious education credentialing status with the Association. No religious educator shall be required to subscribe to any particular creed, belief, or interpretation of religion in order to obtain and hold religious education credentialing status.

Section 12.2. Religious Education Credentialing Committee.
The Religious Education Credentialing Committee shall have exclusive jurisdiction over religious education credentialing except as otherwise provided herein. It shall make rules governing religious education credentialing, subject to the approval of the Board of Trustees.

Section 12.3. Achievement of Religious Education Credentialing Status.
A religious educator may achieve a religious education credentialing status by action of the Religious Education Credentialing Committee, upon complying with the requirements of these Bylaws and the rules of the committee.

Section 12.4. Religious Education Credentialing Levels.
The Religious Education Credentialing Committee shall adopt rules related to levels of religious education credentialing as follows:

1. religious education credentialing includes credentials for
   religious educator-associate level status, credentialed religious educator
   status, and credentialed religious educator-masters level status as
   determined by action of the Religious Education Credentialing
   Committee.

Section 12.5. Religious Education Credentialing Records.
The Executive Secretary of the Religious Education Credentialing Committee shall maintain up-to-date records of all religious educators who have achieved a status as a religious educator as described in Section 12.4. These records shall be available only to members of the committee, persons designated by the Committee, and, in cases of appeals, the Board of Review.

Section 12.6. Suspension or Termination of Religious Education Credentialing Status.
The religious education credentialing status of a religious educator may be suspended or terminated by the Religious Education Credentialing Committee for unbecoming conduct or other specified cause. Credentialing status may be suspended or terminated only after notice and opportunity for a hearing before the Committee at which the religious educator shall have the right to be represented by counsel to introduce evidence, to have any relevant material evidence in the possession of the Association produced, and to cross-examine and rebut adverse evidence.

Section 12.7. Reinstatement of Religious Education Credentialing Status.
The Religious Education Credentialing Committee may reinstate in or readmit to religious education credentialing status a religious educator who has previously resigned from religious education credentialing status or whose religious education credentialing status has lapsed, been suspended or terminated.

Section 12.8. Appeal.
A religious educator with a religious education credentialing status or whose fellowship has been suspended or terminated.

Section 12.9. Procedure on Appeal.
An appeal to the Board of Review shall be heard by a panel of the Board selected as provided in its rules. The Board of Review or its panel hearing an appeal shall not try the case de novo but shall only review the evidence compiled during the Fellowship Review, and the reasons articulated by the Ministerial Fellowship Committee for its decision terminating the minister's fellowship. If the minister requests consideration of newly discovered evidence, not previously presented to the Committee, including the documents and other evidence compiled during the Fellowship Review, and the reasons articulated by the Ministerial Fellowship Committee for its decision terminating the minister's fellowship. If the minister requests consideration of newly discovered evidence, not previously presented to the Ministerial Fellowship Committee, then the matter shall be returned to the Ministerial Fellowship Committee for consideration of that evidence before the Board proceeds with the appeal. These Bylaws and the rules of the Ministerial Fellowship Committee shall be binding upon the Board of Review or its panel.

The Ministerial Fellowship Committee's determination of fact and/or credibility will not be overturned unless no reasonable fact finder could have reached such determination, and disputes of fact are to be resolved in favor of the Ministerial Fellowship Committee's determination. The Board of Review or its panel may set aside the decision of the Ministerial Fellowship Committee only where necessary to correct or prevent manifest injustice. The Board of Review or its panel may remand the case in whole or in part to the Committee or take such other action as may be just. The Board of Review or its panel shall set forth its findings and conclusions and shall serve upon the affected minister and the Ministerial Fellowship Committee. The decision shall be entered in the fellowship records and shall be final and binding upon all parties. No appeal shall be allowed from the decision of the Board of Review. The Board of Review shall make rules to carry out the intent of this section.

The Religious Education Credentialing Committee has lapsed, been suspended or terminated.
ARTICLE XIII Regional Organizations

Section C-13.1. Districts.

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

Section C-13.2. Establishment.

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

Section 13.3. Members.

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

Section C-13.4. Autonomy.

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

Section 13.5. District Bylaws.

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

ARTICLE XIV Rules

Section 14.1. Adoption and Amendment of Rules by General Assemblies.

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

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

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

Section 14.3. Rules of Order.

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

ARTICLE XV Amendment

Section C-15.1. Amendment of Bylaws.

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

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

Following such preliminary approval, the proposal to amend, repeal or add a new C Bylaw shall be placed on the agenda of the next regular General Assembly for final adoption. Final adoption shall require a two-thirds vote.

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

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

(4) A proposal to amend, repeal or add a new C Bylaw in Article II of these Bylaws shall be submitted to the agenda of a regular General Assembly for the sole purpose of determining whether the proposal shall be referred to a commission appointed by the Board of Trustees for review and study. Such a review shall involve member congregations. A majority vote at a regular General Assembly shall be required to refer such a proposal to the study commission. Once the review and study of the proposal is complete, which shall be completed in no more than three years, the study commission shall submit to the Planning Committee for inclusion on the agenda of the next regular General Assembly following completion of the review and study process. All proposals regarding Article II of the Bylaws that are placed on the agenda for review and study (including amendments to such proposals recommended by the study commission) shall require a two-thirds vote for adoption. If the proposal does not receive the requisite approval at the General Assembly following the completion of the review and study process, neither the proposal nor another proposal that is substantively similar shall be placed on the agenda of a General Assembly for two years.

A motion to dispense with the review and study process with respect to a proposal to amend Article II shall be in order at the General Assembly at which the review and study process is authorized. A motion to dispense with the review and study process shall require a four-fifths vote for passage.

After completion of the review and study process, proposals regarding Article II of the Bylaws shall not be subject to substantive amendment. The Moderator shall determine whether an amendment to such a proposal is substantive.

If no review and study process of Article II has occurred for a period of fifteen years, the Board of Trustees shall...
RULES* of the
UNITARIAN UNIVERSALIST ASSOCIATION

"Rules whose section number is preceded by a "G" are those
adopted by a General Assembly and may be amended or repealed
70 only by a General Assembly, as provided in Section 14.1 of the
1871 Bylaws.

RULE I Name

RULE II Principles and Purposes

Because the Association is committed to the use of the democratic
process, because its governing institutions are accountable to our
1878 congregations, because accessibility is critical to countering
1879 systemic and institutional oppression and because openness and
1880 trust are characteristics of a healthy religious community, the UUA
1881 Board shall establish policies to allow for the maximum
1882 transparency of its proceedings and of the proceedings of all UUA
1883 committees, commissions and task forces, consistent with their
1884 effective functioning. These policies shall include:
1885 (a) providing advance notice of dates and locations of regular
1886 business meetings, and making agendas, reports and
1887 minutes available promptly;
1888 (b) providing avenues for comment on issues on the
1889 meetings’ agendas;
1890 (c) accommodating observers at regular business meetings,
1891 with the exception of executive sessions.

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

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

All member congregations must be congregational in polity, the final authority to make decisions must be vested in the legal membership of the congregation.

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

New congregations are expected to establish and maintain cooperative relations with Unitarian Universalist agencies, as appropriate and feasible.

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

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

The order of administrative procedure:

- Application for church or fellowship membership in the Association will first be referred to the Congregational Services staff.
- The Congregational Services staff will seek information and advice with respect to all applications as follows:
  - U.S. Congregations - District President
  - Other Congregations – Executive Officer of appropriate Unitarian or Universalist or Unitarian Universalist international group, if any.
- The Congregational Services staff will make its recommendation to the President of the Association, and the President shall then make recommendations to the Board of Trustees of the UUA for its final action.

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

**Rule 3.5.1. Required Annual Report.**

In each fiscal year of the Association (July 1 to June 30), each member congregation shall file with the Secretary of the Association an Annual Report on the form and in the manner provided by the Association. The Annual Report shall include a certification by a minister or principal officer of the member congregation stating (a) whether or not the member congregation complied with the conditions set forth in Section C-3.5 of the Bylaws during the Association’s prior fiscal year and (b) that the information provided to the Association in the Annual Report is true and correct to the best of the minister’s or principal officer’s knowledge.
Rule 3.7.9. Yearly Grant of Associate Membership.

Each associate member for all new or existing associate members shall be granted by the Board of Trustees for a designated one year period or portion thereof.

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

Each associate member shall place the Association on its regular mailing list. Each associated member shall send the Association an attested copy of its charter, and, unless it is included in the charter, an attested copy of its purposes, objectives, and bylaws.

Each independent affiliate organization shall in all aspects of its work refrain from the practice of segregation based on race, ethnicity, gender, disability, affectional or sexual orientation, and resources; and a statement outlining how the organization supports the transformation of institutions and our world to be aligned with those values expressed in our Principles; and any other information which the Board of Trustees of the Association shall require.

Rule 3.8.2. Non-Segregation.

Each independent affiliate organization shall in all aspects of its work refrain from the practice of segregation based on race, ethnicity, gender, disability, affectional or sexual orientation, and any other information which the Board of Trustees of the Association shall require.


Each independent affiliate organization shall in all aspects of its work refrain from the practice of segregation based on race, ethnicity, gender, disability, affectional or sexual orientation, any yearly reports of its governing body and its principal officers sent to members during the twelve months immediately preceding the date of filing; evidence that it enjoys tax exempt status:

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

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

(3) under the laws of the country governing the applicant’s tax status;

if the applicant does not enjoy tax exempt status, the reason or reasons it does not;

a statement outlining the intended use of associate membership, if granted, and the goals and objectives of the organization that will be served by such use;

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

any other information which the Board of Trustees of the Association shall require.

The contribution contemplated by Rule 3.7.10.


Except in the year when it is admitted to membership, each associate member shall send to the Association on or before April 30 (i) an annual report which shall include the data required by Rule 3.8.1 (c) and (d) of Rule 3.7.3 and any other information which the Board of Trustees shall require and (ii) the contribution contemplated by Rule 3.7.10. If an associate member fails to comply with the provisions of this Rule, the Board of Trustees shall at its next regular meeting consider a finding of non-compliance and the termination of the associate membership status of such organization.


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

Rule 3.7.6. Representation of Associate Membership.

No organization shall claim or represent in any manner that it is an associate member of the Association until such membership is voted by the Board of Trustees; and if and when any organization's associate membership expires or it is terminated, that information which the Board of Trustees shall require.

Rule 3.7.7. Mailing List.

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


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

Rule 3.7.9. Yearly Grant of Associate Membership.

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

Rule 3.7.10. Associate Member Contributions.

The contribution required to be submitted with an application for associate membership is $500 for any applicant whose budget for the 12 months preceding its application for associate membership was less than $1,000,000. The contribution required to be submitted with an associate member's annual report is $500 for any associate member whose budget for the 12 months preceding the due date of the annual report was $1,000,000 or more and $250 for any associate member whose budget for the 12 months preceding the due date of the annual report was less than $1,000,000.

Section C-3.8. Independent Affiliate Organizations.


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

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

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

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

(d) the contribution contemplated by rule 3.8.9;

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

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

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

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

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

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

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

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

(j) a statement outlining its purpose, mission and structure aligned with those values expressed in our Principles; and

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

Rule 3.8.2. Non-Segregation.

Each independent affiliate organization shall in all aspects of its work refrain from the practice of segregation based on race, ethnicity, gender, disability, affectional or sexual orientation, any other information which the Board of Trustees of the Association shall require.
Rule 3.8.3. Annual Contribution and Report.

2196 Except in the year when it is admitted to independent affiliate status, each independent affiliate organization shall send the Association an annual report which shall include the data required by subsections (b), (c), (f), (g) and (h) of Rule 3.8.1 and any other information which the Board of Trustees shall require and (ii) the contribution contemplated by Rule 3.8.9. If an independent affiliate organization fails to comply with the provisions of this Rule, the Board of Trustees shall at its next regular meeting consider a finding of non-compliance and the termination of the independent affiliate status of such organization.


2200 Each independent affiliate organization shall send the Association an attested copy of any changes in its charter, purposes, objectives, or bylaws as soon as any such changes are made and shall notify the Association immediately of any change in its tax exempt status.

Rule 3.8.5. Representation of Independent Affiliate Status.

2211 No organization shall claim or represent in any manner that it is an independent affiliate with the Association until such status is voted by the Board of Trustees; and if and when any organization's independent affiliate status expires or it is terminated, that organization shall immediately cease to claim, represent or imply in any manner that it is affiliated with the Association.

Rule 3.8.6. Mailing List.

2222 Each independent affiliate organization shall place the Association on its regular mailing list.


2233 The contribution required to be submitted with an application for independent affiliate status and with an independent affiliate's annual report is $100.

RULE IV General Assembly

Section 4.6. Notice of Meetings.

Rule 4.6.1. Mailing of Notice.

2244 Notice of each regular and special General Assembly shall be given not less than sixty days before the date thereof to each certified member congregation, associate member organization, and trustee. Such notice shall be given by the Secretary or the Recording Secretary.

Rule 4.6.2. Time of Notice.

2254 Notice so sent shall be sufficient if mailed at Boston, Massachusetts, sixty days before any such General Assembly, addressed to the persons who according to the records of the Association are entitled thereto hereunder and sent to the addresses which appear on said records. When the Secretary in his or her absolute discretion finds it desirable and practicable, a copy of the notice shall be inserted in the denomination's publication most widely circulated within the denomination in which the organization is affiliated with the Association.

Rule 4.6.3. Content of Notice.

2264 Such notice shall contain the date, time, and place where the General Assembly is to be held and shall state only that the business to be transacted will be set forth in the official agenda issued in accordance with the Bylaws. Such agenda need not accompany the notice. The original of such notice shall be signed by the Secretary or Recording Secretary and be made a part of the minutes of the General Assembly to which it pertains. The signature of the Secretary or Recording Secretary on copies of any such notice may be printed or typewritten.

Section 4.7. Voting.

Rule G-4.7.1. Recording the Vote on Resolutions.

2274 The vote on resolutions shall be recorded as having been adopted: (a) unanimously; or (b) by a vote of two-thirds or more; or (c) by a specified vote for or against.

Rule 4.9.1A. Merged, Consolidated, or Dissolved Congregations.

2294 In the event a certified member congregation dissolves or merges or consolidates with another congregation subsequent to its filing the certified member certification form prescribed by Rule 3.5.1, any delegate credentials outstanding on the date of dissolution or merger or consolidation are thereby rendered null and void. In the event of merger or consolidation, the merged or consolidated certified member congregation shall be entitled during the current fiscal year of the Association to the number of delegate credentials that reflects the total membership of the merged or consolidated congregation or to the number of delegate credentials that the certified member congregations merging or consolidating would have been entitled to but for the merger or consolidation, whichever is less.

Rule 4.9.2. Settled Ministers.

2309 A settled minister for the purpose of accreditation as a delegate pursuant to Bylaw Section 4.8 (b) is (a) a minister engaged by a certified member congregation in compensated ministerial activities which constitute fifty percent or more of a typical work schedule or (b) a community minister who (1) maintains active involvement in community ministry work which constitutes fifty percent or more of a typical work schedule recognized by the congregation as ministry. A congregation is entitled to the number of accredited community ministers equal to the number of delegates to which it is entitled under Bylaw Section 4.8 (a). A minister emeritus shall previously have settled in such congregation as described in this Rule. A certified member congregation shall certify in writing that its minister delegates meet the criteria for minister in accordance with this Rule.
Rule G-4.9.3. Mailing of Credential Cards.

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

Rule G-4.9.4. Issuance of Duplicate Credential Card.

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

(a) the name of the congregation or associated member organization involved;

(b) in the case of a delegate representing a member congregation other than a settled minister or emeritus minister or an accredited director of religious education, a statement that the applicant is a member of that congregation; or in the case of a delegate representing an associate member organization, a statement that the applicant is a member of a certified member congregation;

(c) a statement that the person was designated as a delegate under established procedures of the congregation or is a settled minister or emeritus minister thereof or is an accredited director of religious education employed in the congregation, or was designated as a delegate of an associate member organization; and

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

Rule G-4.9.5. Alternate Delegates.

Each certified member congregation may, in accordance with its own Bylaws or procedures, designate alternate delegates to any General Assembly in such number, not in excess of the number of delegates to which it is entitled, as it may determine. Alternate delegates shall be members of the certified member congregation. The secretary of the congregation and associated member organization involved shall notify of the dates for submitting Congregational Study/Action Issues included in the Congregational Poll. Each proposed Congregational Study/Action Issue that appears on the Tentative Agenda shall be accompanied by previous General Resolutions, actions and statements on related issues, with dates (if applicable), and the names or number of congregations submitting issues included within such proposed Congregational Study/Action Issue.

Rule G-4.9.6. Delegate Status.

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


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

Rule G-4.9.8. Payment of Registration Fee.

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

Rule G-4.9.9. Amount of Fees.

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

A Study/Action Issue for Social Justice is one that deals with issues of public policy within the province of the Department of Faith in Action. A Business Resolution directly involves the administration and structure of the Association.

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

Rule G-4.18.3. Congregational Poll.

At the time of the mailing of the Tentative Agenda each certified member congregation shall be requested to report by February 1, on a form provided whether it recommends or does not recommend for action by the General Assembly the Business Resolutions, proposed Congregational Study/Action Issues in the first Cycle year, and draft UUA Statements of Conscience in the Fourth Cycle year, or any additional years thereto pursuant to Section 4.12(d)(2).

Appearing on the Tentative Agenda, including the alternative versions of Business Resolutions (if any) submitted by the Board of Trustees. The recommendation with respect to each proposed resolution or issue must be certified by the minister, clerk or president of that congregation as being within the procedures of that congregation. Only a Business Resolution which a majority of the congregations voting on the resolution recommends for the action shall be eligible to be included on the Final Agenda from the Congregational Poll.

If there is more than one version of a Business Resolution on the Tentative Agenda, the subject of the resolution shall be considered a single item on the Tentative Agenda and the Congregational Poll. All versions shall be listed consecutively within that item. An aye vote by a congregation for one or more versions shall be counted an aye vote for inclusion of a resolution on the subject in the Final Agenda. If support for the subject matter of the resolution is sufficient to make it eligible for inclusion on the Final Agenda, the version that receives the highest number of votes by the participating congregations shall be the one eligible for inclusion on the Final Agenda. From the Business Resolutions eligible from the Congregational Poll, the Board of Trustees shall include on the Final Agenda not more than the eight congregations voting on the resolution recommends for the action shall be eligible to be included on the Final Agenda from the Congregational Poll.

If there is more than one version of a Business Resolution on the Tentative Agenda, the subject of the resolution shall be considered a single item on the Tentative Agenda and the Congregational Poll. All versions shall be listed consecutively within that item. An aye vote by a congregation for one or more versions shall be counted an aye vote for inclusion of a resolution on the subject in the Final Agenda. If support for the subject matter of the resolution is sufficient to make it eligible for inclusion on the Final Agenda, the version that receives the highest number of votes by the participating congregations shall be the one eligible for inclusion on the Final Agenda.

From the Business Resolutions eligible from the Congregational Poll, the Board of Trustees shall include on the Final Agenda not more than the eight congregations voting on the resolution recommends for the action shall be eligible to be included on the Final Agenda from the Congregational Poll.


Resolution or issue must be certified by the minister, clerk or president of that congregation as being within the procedures of that congregation. Only a Business Resolution which a majority of the congregations voting on the resolution recommends for the action shall be eligible to be included on the Final Agenda from the Congregational Poll.

If there is more than one version of a Business Resolution on the Tentative Agenda, the subject of the resolution shall be considered a single item on the Tentative Agenda and the Congregational Poll. All versions shall be listed consecutively within that item. An aye vote by a congregation for one or more versions shall be counted an aye vote for inclusion of a resolution on the subject in the Final Agenda. If support for the subject matter of the resolution is sufficient to make it eligible for inclusion on the Final Agenda, the version that receives the highest number of votes by the participating congregations shall be the one eligible for inclusion on the Final Agenda.

From the Business Resolutions eligible from the Congregational Poll, the Board of Trustees shall include on the Final Agenda not more than the eight congregations voting on the resolution recommends for the action shall be eligible to be included on the Final Agenda from the Congregational Poll.

If there is more than one version of a Business Resolution on the Tentative Agenda, the subject of the resolution shall be considered a single item on the Tentative Agenda and the Congregational Poll. All versions shall be listed consecutively within that item. An aye vote by a congregation for one or more versions shall be counted an aye vote for inclusion of a resolution on the subject in the Final Agenda. If support for the subject matter of the resolution is sufficient to make it eligible for inclusion on the Final Agenda, the version that receives the highest number of votes by the participating congregations shall be the one eligible for inclusion on the Final Agenda.

From the Business Resolutions eligible from the Congregational Poll, the Board of Trustees shall include on the Final Agenda not more than the eight congregations voting on the resolution recommends for the action shall be eligible to be included on the Final Agenda from the Congregational Poll.


The Board of Trustees shall offer rules of procedure for adoption at the first session of each General Assembly.

RULE V Committees of the Association

No existing rules applicable to Article V.

RULE VI Board of Trustees

Section 6.4. Election of Trustees.

Rule 6.4.1. Division of Districts for Election Purposes.

The Trustees representing districts are divided into the following two groups:

GROUP A  GROUP B

Clara Barton  Ballou Channing
Florida  Central Midwest
Mid-South  Heartland
Mountain Desert  Joseph Priestley
Ohio Meadville  Massachusetts Bay
Pacific Northwest  Metropolitan New York
Pacific Southwest  Northern New England
Southeast  Pacific Central
St. Lawrence  Prairie Star
Thomas Jefferson

Section 6.6. Qualifications of Trustees.

Rule 6.6.1. Multiple Memberships.

For purposes of applying the Bylaw provision that no more than one trustee shall be a member of the same member congregation, a person holding membership in more than one member congregation shall be treated as being a member only of that member congregation whose services such person most regularly attends. The Secretary shall make any determinations required by this rule, subject to appeal to the Board of Trustees, with the affected trustee or trustees not voting.

Rule 6.6.2. Implementation of Section 6.6.

If at the close of a General Assembly election, the results are such that, except for the provisions of Section 6.6, more than one person from the same congregation would serve at the same time on the Board of Trustees, the Secretary of the Association shall thereupon declare that the persons so elected are disqualified and that the offices to which they have been so elected are vacant and are to be filled as provided in the Bylaws.

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

(b) if the conflict arises because one person from a congregation is already serving on the Board of Trustees and another person from that congregation has just been so elected the Secretary of the Association shall declare that the person just elected is disqualified and the office to which

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such person has been elected is vacant and that the
vacancy is to be filled as provided in the Bylaws.

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

No existing rules applicable to Article VII.

**RULE VIII Officers of the Association**

**Section 8.1. Officers Enumerated.**

**Rule 8.1.1. Officers Enumerated.**

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

**Section 8.11. Executive Vice President.**

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

**Section 8.17. Other Appointed Officers.**

**Rule 8.17. Other Appointed Officers.**

The members serving without pay on the Ministerial Fellowship
Committee, Finance Committee, and Investment Committees are
designated as officers of the Association for the purposes, only, of
carrying out their duties as members of such committees. The
powers and duties of such members are as defined in the Bylaws.

**Section 9.10. Counting of Ballots.**

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

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

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

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

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

If, in the election of a President, in any particular counting of the
preferential ballots, including absentee ballots, there is a tie vote
among candidates having the least number of votes, then each
such tied candidate shall be eliminated, and in the next counting,
the ballots accumulated for said candidate shall be redistributed
among the remaining candidates on the basis of the highest
effective preferences marked on all the ballots that have been cast.
However, if in this process, such elimination leaves only a single
candidate who in that counting still does not have a majority of the
1601 counted votes, or if only two candidates remain in the contest and
1611 they are tied, then there shall be as many run-off election
1612 procedures, conducted under the provision of Rule G-9.10.1 as are
1613 necessary to result in the election of a President by at least a
1614 majority of the votes cast.

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

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

Unless no ballot is required according to Section 9.9(a), prior to
each regular General Assembly at which an election is to be held,
the Secretary shall prepare ballots upon which shall appear the
names of all persons who have been nominated for office in
accordance with these Bylaws. One such ballot shall be sent with
each credential card issued by the Secretary.

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

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

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

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

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

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

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

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


Each candidate for an at-large elective position may submit to the
Association a campaign statement. The Association will post
electronically the statements of all candidates. Notice of the posting
shall be distributed to the congregations with the absentee
ballots and electronically, and to the delegates as a part of the final
agenda.

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

(a) Campaigns for President and Moderator may appropriately
begin with small campaign committee organizational meetings
and mass mailing letters no earlier than November 1 of the
second year preceding the election.

(b) Active campaigning and solicitation of endorsements shall
not begin prior to January 1 of the year preceding these
elections.

(c) No electioneering (defined as publicly announced meetings,
rallies or exploratory events) of any sort shall occur at the
General Assembly two years preceding the elections for
President and Moderator. Private meetings about campaign
organization that take place outside of General Assembly-
booked meeting spaces are permissible.

**Rule G-9.12.8 Campaign Finances Disclosure.**

All candidates for at-large elective positions shall keep detailed and
accurate records of:

(a) their campaign expenses (stated in United States dollars) by
categories of travel, postage, telephone, printing and other
such categories as seem appropriate;

(b) the number of contributors to their campaigns, including the
number of contributors in each of the following categories:

(1) under $50.00,

(2) $50.00 to $100.00,
2677  (3) $101.00 to $250.00,
2678  (4) $251.00 to $500.00, and
2679  (5) over $500.00, and
2680 (c) the number of contributions and the total amount of
2681 contributions received from each group or organization
2682 supporting the campaign.
2683 No candidate for any elective position shall solicit or knowingly
2684 accept any contribution that is given through a tax-exempt entity
2685 with the purpose of conferring tax-exempt status to the contribution
2686 to which it would not otherwise be entitled. Such exempt entities
2687 include but are not limited to member congregations, associate
2688 member organizations and independent UUA affiliates.
2689 The names of contributors shall be disclosed. Each such report
2690 shall identify by name any member congregation, associate
2691 member organization or independent affiliate of the Association
2692 and any other tax exempt organization (including specifically, but
2693 without limitation to, any minister's discretionary fund or similar
2694 account) that has made any contribution to the campaign and shall
2695 state the amount of each such contribution. Such reports shall be
2696 filed with the Secretary of the Association. A preliminary report
2697 shall be due at the close of the first day of the regular General
2698 Assembly at which the election occurs. A final report shall be due
2699 60 days thereafter. The Secretary shall upon written request from
2700 a member of a member congregation furnish such information from
2701 these reports as requested. These reports shall be made available
2702 for inspection by any member of a member congregation at the
2703 principal offices of the Association and shall be brought by the
2704 Secretary to the next General Assembly and made available for
2705 inspection there by any delegate.


(b) When running for office, candidates shall be prohibited from
2708 engaging in any electioneering or campaigning during the
2709 conduct of official business of the Unitarian Universalist
2710 Association.
2711
(b) Financial accounting and bookkeeping procedures shall be
2712 established which make it explicit that no monies of the
2713 Association were used in the financing of a candidate's
2714 campaigning or electioneering activities.


(a) An Election Campaign Practices Committee is hereby
2718 established and shall consist of three persons to be
2719 appointed by the Board of Trustees at its October meeting
2720 following those regular General Assemblies at which
2721 elections occur. Two members of the Committee shall be
2722 members of the Board of Trustees at the time of their
2723 appointment and one shall be a non-Board member. The
2724 non-Board member shall be the chair of the Committee.
2725 Persons appointed to the Election Campaign Practices
2726 Committee shall remain neutral in the election and not
2727 engage in electioneering. A person nominated pursuant to
2728 Bylaw Sections 9.4 or 9.5 is ineligible to serve on the
2729 Committee.
2730 (b) The duties of the Election Campaign Practices Committee
2731 shall be:
2732 (1) to distribute the campaign practices guidelines and
2733 financial disclosure rules to candidates for at-large
2734 elective positions not later than thirty days after
2735 nomination by the nominating committee or receipt of
2736 petition;
2737 (2) to receive and consider written complaints of alleged
2738 violations of such guidelines or rules; if the committee
2739 finds probable cause to establish that a violation exists,
2740 to notify a candidate or a number of candidates how
2741 they may voluntarily comply with guidelines or rules and
2742 how long they have to do so; to attempt to mediate
2743 disputes arising from such complaints; and, if no
2744 satisfactory resolution of a complaint is achieved, to
2745 adjudicate the dispute and report the adjudication in
2746 writing to the candidates affected;
2747 (3) to hold such hearings as may, at the Committee's
2748 discretion, be necessary or desirable to carry out the
2749 intent of subsection 2 above; and
2750 (4) to report on its activities and any recommendations it
2751 may have to the Board of Trustees at its October
2752 meeting following the elections.
2753 (c) If compliance to an adjudicated decision is not implemented
2754 by the stated deadline, the Committee is authorized to block
2755 or remove Association-subsidized privileges from the
2756 candidate's campaign.

Candidates adjudicated to be in serious violation of Rule
2758 G-9.12.6(c) may have their names removed from the ballot. Any
2759 action pursuant to rule G-9.12.10(c) shall be reported to the
2760 Board and the General Assembly. Such adjudication by the ECPC
2761 would be subject to automatic review by the Board Executive
2762 Committee according to the provisions of Rule G-9.12.10(d).

(d) Any candidate aggrieved by the Committee's adjudication
2764 may, within ten days of the mailing of the adjudication,
2765 appeal in writing to the Executive Committee of the Board of
2766 Trustees, which shall have exclusive jurisdiction to hear and
determine such an appeal. The Executive Committee shall
2768 report its decision on the appeal in writing to the affected
2769 candidates as expeditiously as feasible. The Executive
2770 Committee of the Board of Trustees is authorized to issue
2771 any order or ruling it deems appropriate in connection with
2772 such a decision.

(e) Any member of the Executive Committee of the Board
2774 of Trustees who is a candidate for UUA elective office shall not
2775 participate in any manner in the determination of any appeal
2776 from an adjudication of the Election Campaign Practices
2777 Committee.

RULE X Finance and Contracts

Section 10.1. Annual Budget.

Rule G-10.1.1 Presentation of Association Budget.
2781 At each regular General Assembly the Board of Trustees shall
2782 present budgets for both the Current Fiscal Year and the
2783 Succeeding Fiscal Year. Current Fiscal Year means the fiscal year
2785 of the Association which has just begun or which is about to begin
2786 at the time when the Assembly is held. Succeeding Fiscal Year
2787 means the year following the Current Fiscal Year.

Rule G-10.1.2. Expense Categories.
2789 (a) Expense estimates in budgets presented by the Board shall
2790 be broken down by major categories or functions in such
2791 manner as the Board shall determine.
2792 (b) The Current Fiscal Year budget shall contain a separate
2793 expense category provision for contingencies, the amount of
2794 which shall be a minimum of 3% of the total of all
2795 unrestricted expense categories, exclusive of the provision
2796 for contingencies.

Rule G-10.1.3. Estimated Income.
2798 Income amounts in the budget for the Current Fiscal Year shall
2799 represent the Board's best estimates of income from all sources.
2800 Income from the Annual Fund as so estimated shall be an amount
2801 which is not more than 7 per cent greater than the actual Annual
2802 Fund income of the fiscal year preceding the Current Fiscal Year.
2803 In the budget for the Succeeding Fiscal Year income from the
2804 Annual Fund shall be estimated at an amount which represents the 
2805 Board's best estimate of the achievable results for such year.
2806 Rule G-10.1.4. Procedures for Budget Consideration.
2807 Any action by a General Assembly with respect to budgets shall be 
2808 taken under the following procedure:
2809 (a) A budget hearing shall be held as part of the General 
2810 Assembly program at a time when the Assembly is not in 
2811 formal business session.
2812 (b) Main motions concerning budgets which are to be made in a 
2813 formal business session shall be filed in writing with a 
2814 person or persons designated by the Moderator as early as 
2815 possible prior to or during the General Assembly but in any 
2816 event on or before the day prior to the Business Session at 
2817 which the proposed motion will be in order for adoption. The 
2818 Moderator shall take such steps as the Moderator considers 
2819 practical to advise delegates and other persons or bodies as 
2820 early as possible, preferably in writing, of the contents of the 
2821 motions so filed.
2822 (c) Any action with respect to the budget for the Current Fiscal 
2823 Year calling for increased spending in any category shall 
2824 provide for equivalent reductions in other categories of 
2825 spending and specify the categories in which such 
2826 reductions are to be made.
2827 (d) No action may be taken with respect to the Current Fiscal 
2828 Year budget which shall be inconsistent with either Rule G-
2829 10.1.2(b) or G-10.1.3.
2830 Rule G-10.1.5. Board of Trustees Report.
2831 At each General Assembly the Board of Trustees shall make an 
2832 accounting of its actions since the last General 
2833 Assembly with respect to any budget votes of the preceding 
2834 General Assembly.
2835 Section 10.8. Contracts and Securities.
2837 The Executive Vice President may sign and attest deeds, 
2838 mortgages, contracts, and other documents to which the 
2839 Association is a party.
2840 RULE XI Ministry
2841 Section 11.2. Ministerial Fellowship Committee.
2843 The rules of the Ministerial Fellowship Committee are printed 
2844 separately and are available on request.
2845 Section 11.8 Procedure on Appeal.
2847 The rules of the Ministerial Fellowship Board of Review are 
2848 available on request.
2849 RULE XII Religious Education Credentialing
2850 RULE XIII Regional Organizations
2851 Section C-13.2. Establishment.
2853 (a) The districts shall be nineteen in number and named Ballou 
2854 Channing, Central Midwest, Clara Barton, Florida, Heartland, 
2855 Joseph Priestley, Massachusetts Bay, Metropolitan New 
2856 York, Mountain Desert, Mid-South, Northern New England, 
2857 Ohio Meadville, Pacific Central, Pacific Northwest, Pacific 
2858 Southwest, Prairie Star, St. Lawrence, Southwestern, and 
2859 Thomas Jefferson.
2860 (b) Each district shall be composed of the congregations 
2861 assigned to that district by the Board of Trustees 
2862 (c) The boundaries of each district encompass the areas served 
2863 by its member congregations.
2864 (d) Upon application to the Board of Trustees and after notice 
2865 and an opportunity to be heard is afforded the affected 
2866 districts, a congregation may change its district membership 
2867 with approval of the Board of Trustees.
2868 (e) The District Map published in the Annual Directory contains 
2869 boundaries that are an approximation only of the boundary 
2870 lines determined pursuant to subparagraph (c) above and are 
2871 intended primarily as a guide for the newly admitted 
2872 congregation in determining its membership.
2873 RULE XIV Rules
2874 Section 14.4. Miscellaneous Rules.
2876 When the last day for the performance of any act required under 
2877 the Bylaws or Rules falls on a Saturday, Sunday, or a day which is 
2878 a legal holiday in the place where the act is to be performed, the act 
2879 may be performed on the next succeeding business day.
2880 Rule G-14.4.2. Receipt of Documents.
2881 When any ballot, petition, notice, document, or material of any kind 
2882 whatsoever is required to be filed with, delivered to, or received by 
2883 the Association or an officer, board, committee, or agent thereof on 
2884 or before a certain day, the same shall be considered to have been 
2885 so filed, delivered, or received only if it is postmarked seven days 
2886 prior to said certain day or actually received at the office of the 
2887 Association at 25 Beacon Street, Boston, Massachusetts 02108, 
2888 on an earlier day or not later than 5:00 p.m. on said certain day.
2889 RULE XV Amendments
2890 Section 15.2. Submission of Proposed Amendments.
2891 Rule G-15.2.1. Form of Submission.
2892 A proposed amendment to the Bylaws submitted by certified 
2893 member congregations or a district must include:
2894 (a) the Article and Section which it is proposed to amend or 
2895 repeal;
2896 (b) a concise summary of the principal arguments on which the 
2897 proponents rely; and
2898 (c) other Articles (or Sections) or "G" Rules affected by the 
2899 proposed amendment and proposed text of any necessary 
2900 conforming amendments and "G" Rules.
2901 PRINTED IN THE U.S.A.
2902 Unitarian Universalist Association was given corporate status in 
2903 May 1961 under special acts of legislature of The Commonwealth 
2904 of Massachusetts and the State of New York. See Chapter 148 of 
2905 the acts of 1960 of the Massachusetts legislature and Chapter 827 
2907 Acts are attached to the minutes of the organizing meeting of the 
2908 Association held in Boston, Massachusetts in May 1961 and also 
2909 are printed in the 1961-62 Directory of the Association.

UUA Bylaws: 24
UNITARIAN UNIVERSALIST
ASSOCIATION OF CONGREGATIONS

2011 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
uua.org/aboutus/governance/generalassembly
<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 1, 2011</td>
<td>Deadline for proposed Congregational Study/Action Issues</td>
</tr>
<tr>
<td>February 1, 2012</td>
<td>Deadline for congregations to complete the online Annual Certification Form and Congregational Poll (instructions to congregations in November)</td>
</tr>
<tr>
<td>February 1, 2012</td>
<td>Deadline for receipt of proposed Business Resolutions and Amendments to Bylaws and Rules</td>
</tr>
<tr>
<td>March 1, 2012</td>
<td>General Assembly Notice of Meeting (including the Tentative Agenda) and delegate credentials mailed to certified congregations</td>
</tr>
<tr>
<td>May 21, 2012</td>
<td>Final Agenda posted online at uua.org</td>
</tr>
<tr>
<td>June 20 - 24, 2012</td>
<td>51st UUA General Assembly in Phoenix, AZ</td>
</tr>
</tbody>
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