

UNITARIAN UNIVERSALIST ASSOCIATION OF CONGREGATIONS

— 50TH ANNUAL —

GENERAL ASSEMBLY A MEETING OF CONGREGATIONS



Charlotte, North Carolina June 22 - 26, 2011

AGENDA

Business Process

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.

**UUA General Assembly
June 22-26, 2011**

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Living the Democratic Process

Purpose

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

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

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

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

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

Agenda: Order of Business

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;

Rules of Procedure

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

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
2 plants or other animals to live. Eating ethically requires us to respect the organisms we eat and
3 to choose foods produced in humane ways, protective of the environment, consumers,
4 farmers, and all those involved in food production and distribution.

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

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

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

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

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

29 Minimally-processed plant-based diets are healthier diets. Some of us believe that it is ethical
30 only to eat plants while others of us believe that it is ethical to eat both plants and animals. We
31 do not call here for a single dietary approach. We encourage a knowledgeable choice of food
32 based on understanding the demands of feeding a growing world population, the health effects
33 of particular foods and the consequences of production, worker treatment, and transportation
34 methods. We commit to applying this knowledge to both personal and public actions,
35 recognizing that many of us might embark on a dramatic change in eating choices and some
36 might pay more for food that is ethically produced. For congregations, helping congregants
37 gain this understanding and supporting their choices will require a long-term collective process
38 of engagement, education, and discernment.

Draft Statement of Conscience - Ethical Eating: Food & Environmental Justice

39 As individuals and as congregations, we recognize the need to examine the impact of our food
40 choices and make changes that will lessen our burden on the rest of the world. We also
41 recognize that many food decisions will require us to make trade-offs between competing
42 priorities. These priorities include: taste, selection, price, human health, environmental
43 protection, sustainability, adequate food supply, humane treatment of animals used for food,
44 and fair treatment of farm and food workers.

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

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

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

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

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

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

69 **CALLS TO ACTION**

70 Individual Actions

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

- 72 • increases our consumption of plant-based foods, which increases the global access to
73 calories, provides health benefits, and prevents injuring animals;
- 74 • minimizes the pain and suffering of animals by purchasing meat or seafood produced
75 under humane conditions, for those who choose to eat meat or seafood;

Draft Statement of Conscience - Ethical Eating: Food & Environmental Justice

- 76 • minimizes the negative environmental effects of raising animals or plants by purchasing
- 77 organically-produced food, and seafood certified responsibly farmed;
- 78 • minimizes transportation-related carbon dioxide emissions by obtaining foods locally
- 79 produced through home or community gardens, farmers markets, or community
- 80 supported agriculture (CSA);
- 81 • provides farm workers with living wages by purchasing fair trade certified products;
- 82 • contributes to social harmony by eating communally with others; and
- 83 • promotes health, consuming food in quantities that do not lead to obesity.

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

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

96 Congregational Actions

97 As congregations, we covenant to:

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

113 **With gratitude and reverence for all life, we savor food mindful of all that has contributed to**
114 **it. We commit ourselves to a more equitable sharing of the earth's bounty.**

Proposed Bylaw Amendments

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.

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

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

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

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

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

126 A member congregation **[church or fellowship]** upon written notification to the
127 Association may withdraw from the Association at any time. The Board of Trustees may
128 terminate the membership of any congregation that, pursuant to the provisions of
129 Section C-3.5, has been placed in an “inactive congregation” category maintained by the
130 Association but shall do so only after consultation with:

- 131 (a) the **[local]** congregation in question, whenever possible;
- 132 (b) the President of the district in which the congregation is located or such other
133 authorized official as the district designates in writing to the Association; and
- 134 (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.

135 **Article IV General Assembly**

136 **Section 4.5. Place of Meeting.**

137 Each regular **[or] and** special General Assembly shall be held at such place in the United
138 States or Canada as the Board of Trustees shall determine. Subject to procedures and
139 guidelines adopted by the Board of Trustees, delegates not physically present at
140 General Assembly may be deemed present in person to participate in and vote at
141 General Assembly by means of remote communication.

Proposed Bylaw Amendments

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.

142 **Article IV General Assembly**

143 **Section 4.8. Delegates.**

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

159 **Article V Committees of the Association**

160 **Section 5.11. Board of Review.**

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

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

165 (2) One member who is a credentialed religious educator-master[s] level;
166 and

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

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

178 described in section (a)(2) above, who shall serve for a term of eight years and
179 until a successor is elected and qualified. In the first election in an odd-
180 numbered year following the adoption of the amendment to this subsection (b)
181 as stated above, the election shall be of a credentialed religious educator, and
182 this sentence shall thereafter be deleted from this subsection.

183 **Article VII Committees of the Board of Trustees**

184 **Section 7.13. Religious Education Credentialing Committee.**

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

- 187 (a) three members, none of whom is a parish minister, minister of religious
188 education, community minister, a credentialed religious educator, or a director
189 of religious education, appointed by the Board;
- 190 (b) one member who is a parish minister or community minister, appointed by the
191 Board;
- 192 (c) one member who is a minister of religious education, appointed by the Board;
- 193 (d) one member who is a credentialed religious educator-master[s] level, appointed
194 by the Board; and
- 195 (e) one member nominated by the Board of the Liberal Religious Educators
196 Association and appointed by the Board of Trustees.

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

201 **Article XII Religious Education Credentialing**

202 **Section 12.3. Achievement of Religious Education Credentialing Status.**

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

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

208 The Religious Education Credentialing Committee shall adopt rules related to levels of
209 religious education credentialing as follows: religious education credentialing includes
210 credentialed religious educator-associate level status, credentialed religious educator
211 status, and credentialed religious educator-master[s] level status as determined by
212 action of the Religious Education Credentialing Committee.

213 **Section 12.5. Religious Education Credentialing Records.**

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

Proposed Bylaw Amendments

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

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

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

232 **Section 12.9. Procedure on Appeal.**

233 An appeal to the Board of Review shall be heard by a panel of the Board selected as
234 provided in its rules. The **Board of Review or its** panel hearing an appeal shall **limit its**
235 **review to an examination of the Religious Education Credentialing Committee's**
236 **decision, including the documents and other evidence compiled during the Religious**
237 **Education Credentialing Status Review, and the reasons articulated by the Religious**
238 **Education Credentialing Committee for its decision terminating the religious**
239 **educator's credentialing status. If the religious educator requests consideration of**
240 **newly discovered evidence, not previously presented to the Religious Education**
241 **Credentialing Committee, then the matter shall be returned to the Religious Education**
242 **Credentialing Committee for consideration of that evidence before the Board**
243 **proceeds with the appeal.** [not try the case de novo but shall only review the record
244 made before the Religious Education Credentialing Committee, except that the Board
245 of Review by rules may permit the introduction of newly discovered evidence.] These
246 Bylaws and the rules of the Religious Education Credentialing Committee shall be
247 binding upon the **Board of Review or its** panel. [The panel shall uphold the decision of
248 the Religious Education Credentialing Committee if it can be sustained by a reasonable
249 view of the record.] **The Religious Education Credentialing Committee's**
250 **determination of fact and/or credibility will not be overturned unless no reasonable**
251 **fact finder could have reached such determination, and disputes of fact are to be**
252 **resolved in favor of the Religious Education Credentialing Committee's determination.**
253 The **Board of Review or its** panel may set aside the decision of the Religious Education
254 Credentialing Committee only where necessary to correct or prevent manifest injustice.
255 The **Board of Review or its** panel may remand the case in whole or part to the Religious
256 Education Credentialing Committee or take such other action as may be just. The
257 **[decision of the panel, which shall be the decision of the Board,] Board of Review or its**
258 panel shall set forth its finding and conclusions and shall be **[served upon]**
259 **communicated to** the affected religious educator and the Religious Education
260 Credentialing Committee. The decision shall be entered in the religious education
261 credentialing records and shall be final and binding upon all parties. No appeal shall be
262 allowed from the decision of the Board of Review. The Board of Review shall make rules
263 to carry out the intent of this section[, **subject to the approval of the Board of**
264 **Trustees].**

Proposed Bylaw Amendments

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.

265 **Article VII Committees of the Board of Trustees**

266 **Section 7.6. Ministerial Fellowship Committee.**

267 The Ministerial Fellowship Committee shall consist of no fewer than fourteen members
268 as follows:

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

270 (b) at least eight [six] members who are ministers in final fellowship with the
271 Association, four appointed by the Unitarian Universalist Ministers Association
272 and the remainder by the Board. [appointed by the Board; and]

273 [(c) two members appointed by the Unitarian Universalist Ministers Association.]

274 [Two members of the committee, and only two, shall be trustees.] The committee shall
275 have jurisdiction over ministerial fellowship with the Association as provided in Article XI
276 hereof. The Board of Trustees shall designate a person who is not a member of the
277 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.

278 **Article XV Amendment**

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

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

Proposed Bylaw Amendments

- 286 (b) **[(1)] Amendments to C Bylaws Other Than in Article II.** A proposal to amend,
287 repeal or add a new C Bylaw, other than those C Bylaws in Article II of these
288 Bylaws, shall be subject to a two-step approval process.
- 289 **(1)** Such proposals must be placed on the agenda of a regular General
290 Assembly and approved preliminarily by a majority vote at such regular
291 General Assembly. Following such preliminary approval, the proposal to
292 amend, repeal or add a new C Bylaw shall be placed on the agenda of the
293 next regular General Assembly for final adoption. Final adoption shall
294 require a two-thirds vote.
- 295 (2) The text of a proposed amendment **[to a C Bylaw, other than those**
296 **bylaws in Article II,]** which has been approved by one General Assembly,
297 may be amended at any time prior to final adoption. If the Moderator
298 rules that the amendment to the proposal is substantive, final adoption
299 shall only be by a subsequent General Assembly**[. Any] except that any**
300 such proposal that has been under consideration for final approval at
301 three successive regular General Assemblies shall not be subject to
302 substantive amendment **and shall be submitted to a vote for final**
303 **approval** at the third such regular General Assembly.
- 304 (3) **Such a [A]** proposal **[to amend a C Bylaw, other than those Bylaws in**
305 **Article II,]** which, on any vote for final adoption, receives a majority but
306 not a two-thirds vote, shall be placed on the agenda of the next regular
307 General Assembly, at which it may be finally adopted if it receives the
308 requisite approval. If the proposal is not passed by a two-thirds vote at
309 the third regular General Assembly at which it is considered for final
310 approval, neither the proposal nor another proposal that is substantively
311 similar shall be placed on the agenda of **[a] the next regular** General
312 Assembly **[for two years]**.
- 313 (c) **[(1)] Amendments to C Bylaws in Article II.** A proposal to amend, repeal or
314 add a new C Bylaw in Article II of these Bylaws shall be **[admitted to the] subject**
315 **to the following process.**
- 316 **(1)** **Such a proposal shall be admitted to the** agenda of a regular General
317 Assembly for the **[sole]** purpose of determining whether the proposal
318 shall be referred to a commission appointed by the Board of Trustees for
319 **[review and]** study. Such a **[review] study** shall involve member congregations.
320 A majority vote at a regular General Assembly shall be required to refer
321 such a proposal to the study commission. Once the **[review and]** study of
322 the proposal is complete, which shall be completed in no more than
323 **[three] two** years, the study commission shall submit to the **[Planning**
324 **Committee] Board of Trustees** for inclusion on the agenda of the next
325 regular General Assembly **[following completion of the review and study**
326 **process the proposal in the form originally presented to the regular**
327 **General Assembly and]** any amendments to **[the proposal] Article II** that
328 the study commission recommends **[as a result of the review and study**
329 **process]. The Board of Trustees shall also include on the agenda any**
330 **amendments that it recommends to the study commission proposal.**

Proposed Bylaw Amendments

331 [All proposals regarding Article II of the Bylaws that are placed on the
332 agenda after review and study (including amendments to such
333 proposals recommended by the study commission) shall require a two-
334 thirds vote for adoption. If the proposal does not receive the requisite
335 approval at the General Assembly following the completion of the
336 review and study process, neither the proposal nor another proposal
337 that is substantively similar shall be placed on the agenda of a General
338 Assembly for two years.]

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

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

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

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

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

373 (iv) If no amendments proposed in the mini-assembly are

Proposed Bylaw Amendments

- 374 adopted by the General Assembly pursuant to subsection
375 (c)(3)(ii) above, the Article II proposal shall be submitted for
376 final approval to the next regular General Assembly. Final
377 approval requires a two-thirds vote of the General Assembly.
378 No amendments may be considered.
- 379 **(v)** If one or more amendments proposed in the mini-assembly
380 are adopted by the General Assembly, the Article II proposal
381 shall be referred to the study commission. Within six months
382 after the close of the General Assembly, the study commission,
383 taking into account the decisions of the General Assembly, shall
384 prepare the proposal to amend Article II. The Board of Trustees
385 shall put this proposal on the agenda of the next regular General
386 Assembly.
- 387 **(4)** At the next regular General Assembly following the process described in
388 subsection (c)(3)(v), above, the Article II proposal is subject to
389 amendment only by a three-fourths vote in favor of an amendment
390 submitted to the General Assembly in writing by the Board of Trustees,
391 a district, or a minimum of fifteen (15) certified congregations, as
392 described in Section 15.2 of these Bylaws. Final approval of the Article
393 II proposal requires a two-thirds vote of the General Assembly.
- 394 **(5)** If the Article II proposal does not receive the requisite approval at the
395 General Assembly following the completion of the study process
396 described in subsection (c)(3)(iv) or subsection (c)(4), above, neither the
397 proposal nor another proposal that is substantively similar shall be
398 placed on the agenda of the next regular General Assembly.
- 399 **([4]6)** If no **[review and]** study process of Article II has occurred for a period of
400 fifteen years, the Board of Trustees shall appoint a commission to
401 **[review and]** study Article II **for not more than two years** and to
402 recommend appropriate revisions, if any, thereto to the Board of
403 Trustees. **The Board of Trustees shall review the recommendations of**
404 **the study commission and, in its discretion, may submit the**
405 **recommendations of the study commission to the Planning Committee]**
406 for inclusion on the agenda of the next regular General Assembly. **The**
407 **Board of Trustees shall also include on the agenda any amendments**
408 **that it recommends to the study commission proposal.** Notwithstanding
409 anything to the contrary contained herein, proposals to amend Article II
410 which are promulgated by a study commission in accordance with this
411 paragraph shall be subject to a two-step approval process **as described in**
412 **subsections (c)(3) and (c)(4), above.** **[Such proposals must be approved**
413 **preliminarily by a majority vote at a regular General Assembly.**
414 **Following such preliminary approval, the proposal shall be placed on**
415 **the agenda of the next regular General Assembly for final adoption.**
416 **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.

417 Section 4.8. Delegates.

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

433 Section C-10.9. Pension System.

434 The Association shall establish and maintain a pension system for ministers in **[full]**
435 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.

436 Section 4.12

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

Proposed Bylaw Amendments

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.

512 **Section 6.3. Membership.**

513 The Board of Trustees shall consist of:

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

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

516 **[(c) one trustee representing each district.]**

517 ***Section 6.4. Election of Trustees.**

518 **[The youth trustee at large and one-half of the other number of trustees at large shall**
519 **be elected at the regular General Assembly held in each odd-numbered year. One-**
520 **half]**

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

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

526 **Section 6.5. Term.**

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

538 ***Section 6.6. Qualifications of Trustees.**

539 Each elected trustee shall be a member of a member congregation. **[An elected trustee**
540 **representing a district shall reside in that district and shall be a member of a member**
541 **congregation located in the district.]** A trustee who ceases to meet **[these**

542 **qualifications] this qualification** shall be disqualified and the office declared vacant.
543 **[The youth trustee at large shall be an individual aged 14 to 20 inclusive years at the**
544 **time of election.]** Not more than one trustee shall be a member of the same member
545 congregation. If a trustee becomes a member of a member congregation in which
546 another trustee is already a member, such trustee shall be disqualified and the office
547 declared vacant. The Board of Trustees shall adopt rules for the application of this
548 section to persons holding membership in more than one member congregation.

549 **Section 6.8. Vacancies.**

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

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

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

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

568 **[An invalid election does not create a vacancy for purposes of this section.]**

569 **Section 8.3. Term of Office.**

570 **(a) Elected Officers.** The elected officers shall be elected at a regular General
571 Assembly **[in an odd-numbered year]** and shall take office immediately after the
572 close of such General Assembly.

573 **(1) President.** The President shall serve for a term of six years and until his
574 or her successor is elected and qualified. No President shall serve more
575 than one term; and any partial term of more than two years served by
576 reason of appointment and/or election to office pursuant to subsection
577 8.7(a) below shall be considered a full term for purposes of this
578 subsection.

579 **(2) Moderator.** The Moderator shall each serve for a term of six years and
580 until his or her successor is elected and qualified. No Moderator shall
581 serve more than one term; and any partial term of more than two years
582 served by reason of appointment and/or election to office pursuant to
583 subsection 8.7(a) below shall be considered a full term for purposes of

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584 this subsection.

585 (3) Financial Advisor. The Financial Advisor shall serve for a term of **[four]**
586 **three** years and until his or her successor is elected and qualified. No
587 Financial Advisor shall serve more than two successive terms; and any
588 partial term of more than two years served by reason of appointment
589 and/or election to office pursuant to subsection 8.7(a) below shall be
590 considered a full term for purposes of this subsection.

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

594 (c) Transition Provision. The bylaw amendment changing the term of office of the
595 President from four years to a single term of six years shall become effective for
596 the election of the President at the regular General Assembly in 2017. The
597 President elected at the regular General Assembly in 2013 shall not be eligible
598 for election in 2017. The bylaw amendment changing the term of office of the
599 Moderator from four years to a single term of six years shall become effective
600 for the election of the Moderator at the regular General Assembly in 2013. The
601 bylaw amendment calling for the election of a Presidential Search Committee
602 (Section 5.2) shall become effective for the election of members of the
603 Presidential Search Committee at the regular General Assembly in 2013. The
604 first two sentences of this transition provision, **and this sentence**, shall
605 automatically be deleted from the bylaws following the regular General
606 Assembly in 2017. The third, fourth and last sentences of this transition
607 provision shall automatically be deleted from the bylaws following the regular
608 General Assembly in 2013.

609 **Section 8.7. Vacancies.**

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

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

617 **Section 9.1. Elective Positions.**

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

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

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

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

631 (a) The Nominating Committee shall submit one or more nominations for each
632 elective position [at large] to be filled, except Moderator and President,
633 including those to fill any vacancies occurring prior to October 1 of the year
634 before the election. With respect to Board positions, the Nominating
635 Committee shall designate the position number for which each person is being
636 nominated.

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

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

647 (d) The report of the Nominating Committee shall be filed with the Secretary of the
648 Association and [be] mailed to all certified member congregations, associate
649 member organizations, and trustees, on or before December 10 of each [even-
650 numbered] year.

651 **Section 9.6. Nomination by Petition.**

652 (a) For Moderator and President. A nomination for the office of Moderator or
653 President, or to fill a vacancy in an unexpired term occurring prior to December 1
654 of the year before the election may be by petition signed by no fewer than
655 twenty-five certified member congregations, including no fewer than five
656 certified member congregations located in each of no fewer than five different
657 districts. A certified member congregation may authorize the signing of a
658 petition only by vote of its governing board or by vote at a duly called meeting of
659 its members. Such a petition shall be filed with the Secretary of the Association,
660 only in such form as the Secretary may prescribe, not later than February 1 of
661 the year of the election and not earlier than the preceding March 1.

662 (b) For Other Elective [Position at Large] Positions. A nomination for any other
663 elective position [at large] or to fill a vacancy in an unexpired term occurring
664 prior to December 1 of the year before the election may be by petition signed by
665 not less than fifty members of certified member congregations, with no more
666 than ten signatures of members of any one congregation counted toward the
667 required fifty. A separate petition, in form prescribed by the Secretary, shall be

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668 filed for each nomination not later than February 1 of the year of the election
669 and not earlier than the preceding October 1. **[Nominations for youth trustee at**
670 **large shall be so designated] A petition for nomination to the Board of Trustees**
671 **must designate the position number for which the person is being nominated.**

672 Section 9.11. Counting of Ballots.

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

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

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

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

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

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

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

- 709 (1) at large within the district, with each member of a certified member
710 congregation casting a ballot by mail;
- 711 (2) by delegates at a district meeting at which each certified member
712 congregation is entitled to the same number of voting delegates as
713 specified in Section 4.8(a) of these Bylaws, with absentee ballots by the
714 delegates permitted;
- 715 (3) by each certified member congregation, acting at a legal meeting of
716 such congregation, casting that number of votes equal to the number of
717 delegates specified in Section 4.8(a) of these Bylaws, allocated among
718 the candidates as it shall determine;
- 719 (4) by delegates at a district meeting at which each certified member
720 congregation is entitled to the same number and kind of voting
721 delegates as specified in Section 4.8(a) and (b) of these Bylaws with
722 absentee ballots by the delegates permitted; or
- 723 (5) by each certified member congregation, acting at a legal meeting of
724 such congregation, casting that number of votes equal to the number of
725 delegates specified in Section 4.8(a) of these Bylaws, with the votes of
726 the congregation allocated among the candidates as it shall determine
727 and by each minister and Director of Religious Education, who meets
728 the criteria for delegate status set forth in Section 4.8(b) of these
729 Bylaws, casting a vote.]
- 730 [(e) Certification of Election. The secretary of the district or such other district
731 officer as may be designated in the district bylaws shall certify the results of the
732 election to the Secretary of the Association as soon as they are available. Such
733 certificate shall be conclusive that the person so certified has been duly elected if the
734 district has adopted bylaws conforming to the requirements of this section. A trustee
735 elected to fill a vacancy shall take office immediately upon such certification.]
- 736 [(f) Invalid Election. If the procedures for the nomination or election of a district
737 trustee violate the provisions of these Bylaws, the election shall be invalid and a new
738 election shall be held not more than twelve months after the invalid election.]

739 **[*Section 9.13.] Rules for Nominations and Elections.**
740 Rules relating to nomination and election procedures shall be adopted by a General
741 Assembly. Such rules shall be applicable to elections held after the close of the General
742 Assembly at which they are adopted.

743 **Section 9.13. Transition Provision.**

744 **(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**
745 **9.6(a) shall become effective at the close of the regular General Assembly in**
746 **2013;**

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- 747 **(b)** The amendments to section 6.4(b), 9.4, 9.6(b), 9.11, 9.12, and Rule G-9.12.2
748 shall become effective at the close of the regular General Assembly in 2012.
- 749 **(c)** The terms of all trustees shall expire at the close of the regular General
750 Assembly in 2013.
- 751 **(d)** Notwithstanding the provisions of Section 9.4., for elections at the regular
752 General Assembly in 2013:
- 753 **(1)** The Board of Trustees shall appoint, not later than October 31, 2012,
754 from among its current members, four members, for specified
755 numbered seats, to each serve a two-year term beginning immediately
756 after the close of the regular General Assembly in 2013. No member
757 whose service on the Board of Trustees began prior to June 2009 shall
758 be eligible for selection for such a term.
- 759 **(2)** The Nominating Committee shall nominate one or more candidates to
760 run for election to each of seven additional positions: four positions
761 with a one-year term and three positions with a three-year term. These
762 candidates may or may not be current members of the Board of
763 Trustees.
- 764 **(3)** The Nominating Committee shall nominate one or more candidates for
765 election to a three-year term as Financial Advisor.
- 766 **(4)** Candidates may be nominated by petition for the Board of Trustees or
767 the Financial Advisor, as specified in Section 9.6.
- 768 **(5)** A report of the Nominating Committee shall be filed with the Secretary
769 of the Association and be mailed to all certified member congregations,
770 associate member organizations, and trustees on or before December
771 10, 2012.
- 772 **(e)** For elections at any regular General Assembly before 2019, no trustee shall be
773 eligible for nomination for a term that would result in more than six years of
774 continuous service.
- 775 **(f)** This transition provision shall automatically be deleted from the bylaws
776 following the regular General Assembly in 2018.

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

778 On all ballots used in elections held by the Association, the order of names shall be
779 determined by the drawing of lots done by the Secretary and witnessed by two other
780 persons; **provided, however, that the order of names for elections to the Board of**
781 **Trustees shall be by Board position number first, and then as determined above.** The
782 Secretary shall certify the results of the drawing of lots, the certificate shall be attested
783 by the witnesses, and the certificate shall be filed with the Secretary's office. This Rule
784 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.

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

786 Elected members of all Section 5.1 committees shall take office at the close of the
787 General Assembly at which they are elected and shall serve until their successors are
788 elected and qualified except as otherwise provided herein. One-half as nearly as
789 possible of the elected members of the General Assembly Planning Committee and the
790 Commission on Social Witness shall be elected at the regular General Assembly held in
791 each odd-numbered year. The elected members of the General Assembly Planning
792 Committee and the Commission on Social Witness shall serve for terms of four years.
793 One-third of the members of the **[Nominating Committee and the]** Commission on
794 Appraisal shall be elected at the regular General Assembly held in each odd-numbered
795 year. **One third of the members of the Nominating Committee shall be elected at the**
796 **regular General Assembly held in each year.** The elected members of the **[Nominating**
797 **Committee and the]** Commission on Appraisal shall serve for single terms of six years.
798 **[Any member] Members** of the Nominating Committee **[or] shall serve no more than**
799 **two terms of three years.** **Any member of** the Commission on Appraisal in office for a
800 period of more than three years shall be deemed to have completed a six-year term for
801 the purposes of re-election. **Any member of the Nominating Committee in office for a**
802 **period of more than 18 months shall be deemed to have completed a three-year term**
803 **for the purposes of re-election.** The elected members of the Presidential Search
804 Committee shall be elected at the regular General Assembly held four years before the
805 General Assembly at which there is to be a presidential election at the expiration of a
806 President's term. The elected members of the Presidential Search Committee shall serve
807 for terms of six years.

808 **Section 5.5. Vacancies.**

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

813 **Section 5.6. Nominating Committee.**

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

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820 **Section 5.16. Transition Provision.**

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

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

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

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

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

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

This proposed Rule change acknowledges the decision made by the former Thomas Jefferson District to change the district's name to the Southeast District.

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

Underlining indicates insertion; brackets indicate deletion.

834 **Rule G-13.2.1. Establishing Districts.**

835 (a) The districts shall be nineteen in number and named Ballou Channing, Central
836 Midwest, Clara Barton, Florida, Heartland, Joseph Priestley, Massachusetts Bay,
837 Metropolitan New York, Mountain Desert, Mid-South, Northern New England, Ohio
838 Meadville, Pacific Central, Pacific Northwest, Pacific Southwest, Prairie Star, St.
839 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.

Underlining indicates insertion; brackets indicate deletion.

840 **Article IV General Assembly**

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

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

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

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

850 **[(2) The petition to admit such resolutions to the agenda must be signed by
851 150 delegates from at least 25 congregations in at least five districts. If
852 six petitions or fewer are received, all petitions received that have the
853 requisite level of delegate and congregation support are eligible to be
854 considered for possible admission to the Agenda. In the event more
855 than six petitions are submitted that satisfy the sponsorship
856 requirement, the Commission on Social Witness shall select six from
857 among those which meet the criteria for a General Assembly Action of
858 Immediate Witness, (year) and shall submit those six actions to the
859 Agenda of the General Assembly for possible admission.]**

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

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

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

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

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- 881 **([c]b)** Responsive Resolutions may be admitted to the agenda of a regular General
882 Assembly and acted upon.
- 883 (1) A Responsive Resolution is a resolution made in response to a substantive
884 portion of a report by an officer or committee reporting to a regular
885 General Assembly.
- 886 (2) Adoption of a Responsive Resolution shall be by two-thirds vote.

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

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

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

- 896 (a) Non-substantive items related to greetings and similar matters may be admitted
897 to the agenda by a regular General Assembly.
- 898 (b) **[Not more than six] Prior to 2013, there will be no** General Assembly Actions of
899 Immediate Witness**[, (year) may be admitted to] on** the agenda **[of a regular**
900 **General Assembly and acted upon].**
- 901 **(c)** (1) A General Assembly Action of Immediate Witness**[, (year)]** is one
902 concerned with a significant action, event or development, the timing or
903 specificity of which makes it inappropriate to be addressed by a UUA
904 Statement of Conscience pursuant to the Study/Action process.
- 905 (2) **Beginning with General Assembly 2013, no more than three General**
906 **Assembly Actions of Immediate Witness may be admitted to the agenda**
907 **of a regular General Assembly.**
- 908 (3) **[The] A** petition to admit **[such resolutions] an Action of Immediate**
909 **Witness** to the agenda must be **submitted by a delegate and** signed by
910 150 delegates from at least 25 congregations in at least five districts. If six
911 petitions or fewer are received, all petitions received that have the
912 requisite level of delegate and congregation support are eligible to be
913 considered for possible admission to the **[Agenda]** agenda. In the event
914 more than six petitions are submitted that satisfy the sponsorship
915 requirement, the Commission on Social Witness shall select six from
916 among those which meet the criteria for a General Assembly Action of

917 Immediate Witness, [(year)] and shall submit those six actions to the
918 [Agenda] agenda of the General Assembly for possible admission. The
919 Commission on Social Witness shall prepare summaries of no more than
920 six petitions and present those summaries to the General Assembly for
921 a vote to rank the petitions in order of delegate support. The three
922 petitions receiving the most votes are eligible for admission to the
923 agenda. If there are submitted three or fewer petitions meeting the
924 criteria for a General Assembly Action of Immediate Witness, each of
925 the petitions is eligible for admission to the agenda.

926 ([3]4) The motion to admit each General Assembly Action of Immediate
927 Witness[, (year)] ruled eligible is not debatable, but an opportunity for a
928 two-minute statement of advocacy to the General Assembly for each
929 eligible action by one of its sponsors prior to any such motion shall be
930 provided. Admission of a General Assembly Action of Immediate
931 Witness[, (year)] shall be by a two-thirds vote.

932 ([4]5) During the General Assembly, a mini-assembly shall be held during which
933 each admitted action shall be discussed and amendments shall be
934 accepted in writing. All such amendments shall be made available in
935 writing to the General Assembly. The Commission on Social Witness shall
936 finalize each General Assembly Action of Immediate Witness[, (year)],
937 and the chairperson of the Commission on Social Witness, in consultation
938 with the moderator of the General Assembly, the parliamentarian, and
939 legal counsel, shall prioritize unincorporated amendments for
940 consideration by the General Assembly.

941 ([5]6) Adoption of a General Assembly Action of Immediate Witness[, (year)]
942 shall be by a two-thirds vote.

943 ([6]7) Actions submitted pursuant to this Section 4.16([b]c) must be in writing
944 and filed with the Chair of the Commission on Social Witness or the
945 Commission's designee by the deadline established by the Commission
946 and announced at the opening session of the General Assembly.

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

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

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

953 **Rule G-4.16.1. General Assembly Actions of Immediate Witness, and Responsive** 954 **Resolutions.**

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

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1 **ARTICLE I Name**

2 **Section C-1.1. Name.**

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

8 **ARTICLE II Principles and Purposes**

9 **Section C-2.1. Principles.**

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

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

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

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

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

44 **Section C-2.2. Purposes.**

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

51 **Section C-2.3. Non-discrimination.**

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

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

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

66 **ARTICLE III Membership**

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

68 The Unitarian Universalist Association is a voluntary association of
69 autonomous, self-governing local churches and fellowships,
70 referred to herein as member congregations, which have freely
71 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
74 congregational polity or internal self-government of member
75 congregations, including the exclusive right of each such
76 congregation to call and ordain its own minister or ministers, and to
77 control its own property and funds. Any action by a member
78 congregation called for by these Bylaws shall be deemed to have
79 been taken if certified by an authorized officer of the congregation
80 as having been duly and regularly taken in accordance with its own
81 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
84 acceptance by the Board of Trustees of the Association of its
85 written application for membership in which it subscribes to the
86 principles of and pledges to support the Association. The Board of
87 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
90 be a member congregation which is not considered to be located in
91 any particular district.

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

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

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

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

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

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

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

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

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

134 ***Section C-3.7. Associate Member Qualifications.**
135 The Board of Trustees may admit to associate membership in the
136 Association any major organization whose membership or
137 constituency consists of individuals located throughout the
138 Association and whose purposes and programs it finds to be
139 auxiliary to and supportive of the principles of the Association and
140 which pledges itself to support the Association. The Board of
141 Trustees may terminate such associate membership upon a
142 finding that the organization no longer meets the foregoing
143 qualifications.

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

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

167 **Section C-3.9. Autonomy of Associate Member
168 Organizations and Independent Affiliate
169 Organizations.**
170 Nothing in these Bylaws shall be construed as infringing upon the
171 control of associate member organizations and independent
172 affiliate organizations by their own membership.

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

179 **ARTICLE IV General Assembly**

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

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

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

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

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

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

207 ***Section C-4.7. Voting.**
208 Voting at each regular and special General Assembly shall be by
209 accredited delegates from certified member congregations, certified
210 associate member organizations, and trustees.
211 Each delegate and trustee shall have only one vote, even if present
212 in more than one capacity. Proxy voting is prohibited except when
213 the amendment being processed is an amendment of the articles of
214 organization.

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

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

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

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

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

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

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

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

281 **Section 4.10. Quorum.**

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

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

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

- 290 (a) reports and other matters required by these Bylaws to be
291 submitted to the General Assembly;
- 292 (b) proposed amendments to these Bylaws which are submitted
293 as prescribed in Article XV, Section 15.2;
- 294 (c) items referred by the preceding General Assembly;
- 295 (d) Business Resolutions and proposed amendments to Bylaws
296 and Rules submitted by the Commission on Appraisal;
- 297 (e) all proposed amendments to Rules and all Business
298 Resolutions as defined in Rule G-4.18.2, submitted by:
- 299 (1) the Board of Trustees or the Executive Committee;
- 300 (2) not less than fifteen certified member congregations by
301 action of their governing boards or their congregations;
302 or
- 303 (3) a petition by not less than 250 members of certified
304 member congregations with no more than 10 members
305 of any one member congregation counted as part of the
306 250;
- 307 (f) proposed amendments to Rules and Business Resolutions
308 submitted by a district by official action at a duly called

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

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

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

337 ***Section 4.12. UUA Statements of Conscience.**

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

346 (a) First Cycle Year

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

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

372	notified of its availability by November 15 of the same	428	(1) Member congregations and the districts shall submit by
373	year. Congregational Poll ballots concerning the proposed	429	not later than March 1 of the third Cycle year comments
374	Congregational Study/Action Issue shall be due by	430	regarding the Congregational Study/Action Issue and the
375	February 1 of the following year (the first Cycle year).	431	related resource guide to the Commission on Social
		432	Witness.
376	(3) For the proposed Congregational Study/Action Issue to be	433	(2) During the General Assembly in the third Cycle year, the
377	placed on the Final Agenda of the General Assembly,	434	Commission on Social Witness shall conduct workshops
378	twenty-five percent (25%) of all certified congregations	435	on the Congregational Study/Action Issue. Following the
379	must participate in the ballot vote concerning the proposed	436	General Assembly, the Commission on Social Witness
380	Congregational Study/Action Issues.	437	shall then compose a draft UUA Statement of Conscience.
381	(4) The proposed Congregational Study/Action Issue shall be	438	(3) The draft UUA Statement of Conscience, a draft
382	ranked in the order of the votes received in the	439	Statement of Conscience congregational comment form,
383	Congregational Poll. The Study/Action Issues receiving	440	and a ballot to place the draft UUA Statement of
384	the most votes (not to exceed five in number) shall be	441	Conscience on the Final Agenda shall be included in the
385	submitted to the General Assembly as follows:	442	Congregational Poll, to be made available and
		443	congregations notified of its availability by November 15,
386	(i) Each of the Proposed Congregational Study/Action	444	following the General Assembly. Notice of the availability
387	Issues shall be presented to the General Assembly by	445	of these items shall be given to the congregations.
388	a delegate, and one such proposed Congregational	446	Congregational Poll ballots and the congregational
389	Study/Action Issue shall be referred for study by virtue	447	comment forms concerning the draft UUA Statement of
390	of having received the highest number of votes among	448	Conscience shall be due by February 1 of the following
391	all proposed Congregational Study/Action votes cast	449	year (the fourth Cycle year).
392	by the General Assembly, provided, however, that if		
393	no proposed Congregational Study/Action Issue	450	(4) The Commission on Social Witness shall then prepare a
394	receives a majority of the votes cast, then a second	451	revised draft of the UUA Statement of Conscience taking
395	vote shall be taken between the two issues receiving	452	into consideration comments received by the member
396	the highest number of votes cast in the initial election.	453	congregations and districts and place this revised draft of
		454	the UUA Statement of Conscience on the Final Agenda.
397	(ii) After one Congregational Study/Action Issue has been		
398	referred for study in accordance with (i) above, the	455	(5) For a draft UUA Statement of Conscience to be placed on
399	Advocacy and Witness staff shall conduct a workshop	456	the Final Agenda of the General Assembly, twenty-five
400	to discuss processes for study and action on the	457	percent (25%) of all certified congregations must
401	selected issue. By November 1 following the General	458	participate in the ballot vote concerning such draft UUA
402	Assembly, the Advocacy and Witness staff shall have	459	Statement of Conscience.
403	developed a resource guide pertaining to the		
404	Congregational Study/Action Issue selected by the	460	(d) Fourth Cycle Year
405	General Assembly. The resource guide shall be made		
406	available and congregations notified of its availability.	461	(1) If the draft UUA Statement of Conscience is placed on the
407	(5) If a UUA Statement of Conscience has been adopted in	462	Final Agenda for the next regular meeting of the General
408	the previous year, the regular meeting of the General	463	Assembly, then the next General Assembly must debate
409	Assembly shall also conduct workshops on the	464	and vote on the proposed UUA Statement of Conscience.
410	implementation of such UUA Statement of Conscience.	465	Adoption of the UUA Statement of Conscience shall
		466	require a two-thirds vote.
411	(6) If no proposed Congregation Study/Action Issues are on		
412	the Final Agenda in the first Cycle year, or if no	467	(2) If (i) the proposed UUA Statement of Conscience is not
413	Congregational Study/Action Issue is referred for study by	468	placed on the Final Agenda for the next regular meeting of
414	the General Assembly, then following the regular meeting	469	the General Assembly; or (ii) the General Assembly
415	of the General Assembly, the Cycle shall begin again as	470	chooses, by a two-thirds vote, to refer the proposed UUA
416	set forth in this subsection.	471	Statement of Conscience to the Commission on Social
		472	Witness for one additional year of study/action, then the
417	(b) Second Cycle Year	473	Commission of Social Witness shall continue the study
		474	and revision of the proposed UUA Statement of
418	(1) Member congregations and the districts shall submit by	475	Conscience for one more year. The revised UUA
419	not later than March 1 of the second Cycle year comments	476	Statement of Conscience may be placed on the Final
420	regarding the Congregational Study/Action Issue and the	477	Agenda for the next regular meeting of the General
421	related resource guide to the Commission on Social	478	Assembly pursuant to subsections (c)(3), (c)(4) and (c)(5)
422	Witness.	479	above. If by the regular meeting of the General Assembly
		480	following the additional year the Commission on Social
423	(2) During the meeting of the General Assembly in the second	481	Witness has been unable to find support to generate an
424	Cycle year the Commission on Social Witness shall	482	acceptable UUA Statement of Conscience, the
425	conduct workshops on the Congregational Study/Action	483	Congregational Study/Action Issue may be placed on the
426	Issue.	484	Final Agenda with a proposal to drop such Congregational
		485	Study/Action Issue.
427	(c) Third Cycle Year		

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

489 (e) The Cycle may begin again, as set forth in Section 4.12(a), only
490 after the General Assembly in the second Cycle year of a
491 Congregational Study/Action Issue, and as provided in Sections
492 4.12(a)(6) and 4.12(d)(3).

493 **Section 4.13. Revision of UUA Statements of**
494 **Conscience Process Schedule.**

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

502 **Section 4.14. Final Agenda for Regular General**
503 **Assemblies.**

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

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

510 (b) those Business Resolutions, including alternative versions, on
511 the Tentative Agenda which meet the requirements of Rule G-
512 4.18.3;

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

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

521 (e) those proposed Congregational Study/Action Issues on the
522 Tentative Agenda which meet the requirements of Rule G-
523 4.18.3, and if applicable pursuant to Sections 4.12(a); and

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

527 The Board of Trustees shall mail the Final Agenda to each member
528 congregation, associate member organization and trustee not less
529 than 30 days before the General Assembly.

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

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

534 (a) the Board of Trustees;

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

604 **Section 4.17. Items Admitted to Special General**
605 **Assembly Agenda.**
606 Except for non-substantive items related to greetings and similar
607 matters, no item not on the agenda for a Special General Assembly
608 shall be admitted to the agenda of that Assembly.

609 ***Section 4.18. Agenda Rules.**
610 General Assemblies shall adopt rules relating to the agenda.

611 ***Section 4.19. Rules of Procedure.**
612 Rules of procedure for the conduct of the meeting shall be adopted
613 at each General Assembly.

614 **ARTICLE V Committees of the Association**

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

616 The standing committees of the Association shall be:

- 617 (a) the Nominating Committee;
- 618 (b) the Presidential Search Committee;
- 619 (c) the General Assembly Planning Committee;
- 620 (d) the Commission on Appraisal;
- 621 (e) the Commission on Social Witness; and
- 622 (f) the Board of Review.

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

624 Elected members of all Section 5.1 committees shall take office at
625 the close of the General Assembly at which they are elected and
626 shall serve until their successors are elected and qualified except as
627 otherwise provided herein. One-half as nearly as possible of the
628 elected members of the General Assembly Planning Committee and
629 the Commission on Social Witness shall be elected at the regular
630 General Assembly held in each odd-numbered year. The elected
631 members of the General Assembly Planning Committee and the
632 Commission on Social Witness shall serve for terms of four years.
633 One-third of the members of the Nominating Committee and the
634 Commission on Appraisal shall be elected at the regular General
635 Assembly held in each odd-numbered year. The elected members
636 of the Nominating Committee and the Commission on Appraisal
637 shall serve for single terms of six years. Any member of the
638 Nominating Committee or the Commission on Appraisal in office for
639 a period of more than three years shall be deemed to have
640 completed a six-year term for the purposes of re-election. The
641 elected members of the Presidential Search Committee shall be
642 elected at the regular General Assembly held four years before the
643 General Assembly at which there is to be a presidential election at
644 the expiration of a President's term. The elected members of the
645 Presidential Search Committee shall serve for terms of six years.

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

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

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

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

657 **Section 5.5. Vacancies.**

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

664 **Section 5.6. Nominating Committee.**

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

671 **Section 5.7. Presidential Search Committee.**

672 The Presidential Search Committee shall consist of five members
673 elected by the General Assembly, and two members appointed by
674 the Board of Trustees. The election and appointment of members
675 shall occur at the regular General Assembly held four years before
676 the General Assembly at which there is to be a presidential election
677 at the expiration of a President's term. Each appointment and
678 election of a member shall be for a term of six years. The
679 Committee shall nominate candidates for the office of President.

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

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

692 **Section 5.9. Commission on Appraisal.**

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

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

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

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

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

713 (b) One member shall be appointed each odd-numbered year;
714 and

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

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

726 **Section 5.11. Board of Review.**

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

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

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

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

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

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

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

762 **Section 5.12. Additional Committees.**

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

766 **Section 5.13. Presiding Officer.**

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

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

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

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

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

782 **ARTICLE VI Board of Trustees**

783 **Section C-6.1. Responsibility.**

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

787 **Section 6.2. Powers.**

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

790 **Section 6.3. Membership.**

791 The Board of Trustees shall consist of:

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

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

795 (c) one trustee representing each district.

796 ***Section 6.4. Election of Trustees.**

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

803 **Section 6.5. Term.**

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

817 ***Section 6.6. Qualifications of Trustees.**

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

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

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

840 **Section 6.8. Vacancies.**

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

847 (b) Trustee Representing District. A vacancy created by death,
848 disqualification, resignation, or removal of a trustee
849 representing a district or by the creation of a new district
850 entitled to be represented by a trustee shall be governed by

851 the bylaws of the district and Section 9.11 of these Bylaws
852 subject to the following limitations:

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

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

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

867 **Section 6.9. Place of Meeting.**

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

870 **Section 6.10. Regular Meetings.**

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

875 **Section 6.11. Special Meetings.**

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

881 **Section 6.12. Waiver of Notice.**

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

886 **Section 6.13. Quorum.**

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

889 **Section 6.14. Compensation.**

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

894 **Section 6.15. Annual Report.**

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

898 **ARTICLE VII**

899 **Committees of the Board of Trustees**

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

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

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

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

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

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

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

921 **Section 7.4. Vacancies.**

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

924 **Section 7.5. Executive Committee.**

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

944 **Section 7.6. Ministerial Fellowship Committee.**

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

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

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

957 **Section 7.7. Finance Committee.**

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

962 **Section 7.8. Investment Committee.**

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

968 **Section 7.9. Additional Committees.**

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

972 **Section 7.10. Presiding Officer.**

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

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

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

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

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

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

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

- 990 (a) three members, none of whom is a parish minister,
991 minister of religious education, community minister, a
992 credentialed religious educator, or a director of religious
993 education, appointed by the Board;
- 994 (b) one member who is a parish minister or community
995 minister, appointed by the Board;
- 996 (c) one member who is a minister of religious education,
997 appointed by the Board;
- 998 (d) one member who is a credentialed religious educator-
999 masters level, appointed by the Board; and
- 1000 (e) one member nominated by the Board of the Liberal
1001 Religious Educators Association and appointed by the
1002 Board of Trustees.

1003 The Committee shall have jurisdiction over religious education
1004 credentialing with the Association as provided in Article XII
1005 thereof. The Board of Trustees shall designate a person who
1006 is not a member of the committee to be its Executive Secretary
1007 and keep its records.

1008 **Section 7.14. Audit Committee.**

1009 The Audit Committee shall consist of five members as follows:

- 1010 a. three persons appointed by the Board, none of whom are
1011 members of the Board or hold a salaried position with the
1012 Association;
- 1013 b. the Financial Advisor; and
- 1014 c. a member of the Finance Committee, who shall be
1015 appointed by the Board.

1016 No member of the Audit Committee shall serve for more than
1017 four terms on the Audit Committee.

1018 The duties of the Audit Committee are set forth in Article X.
1019

1020 **ARTICLE VIII Officers of the Association**

1021 ***Section 8.1. Officers Enumerated.**

1022 (a) Elected Officers. The elected officers of the Association shall
1023 be a Moderator, a President, and a Financial Advisor.

1024 (b) Appointed Non-salaried Officers. The appointed non- salaried
1025 officers of the Association shall include one or more Vice
1026 Moderators, a Secretary, and a Recording Secretary
1027 and may include such other officers as the Board of
1028 Trustees may appoint.

1029 (c) Appointed Salaried Officers. The appointed salaried officers
1030 of the Association shall include a Treasurer, and may
1031 include one or more vice presidents, assistant treasurers,
1032 and such other officers as the Board of Trustees may
1033 determine.

1034 **Section C-8.2. Control by Board of Trustees.**

1035 All officers shall be subject to the direction and control of the Board
1036 of Trustees. All appointed officers shall be appointed by the Board
1037 of Trustees and shall serve at its pleasure.

1038 **Section 8.3. Term of Office.**

1039 (a) Elected Officers. The elected officers shall be elected at a
1040 regular General Assembly in an odd-numbered year and shall
1041 take office immediately after the close of such General
1042 Assembly.

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

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

1057 (3) Financial Advisor. The Financial Advisor shall serve for
1058 a term of four years and until his or her successor is
1059 elected and qualified. No Financial Advisor shall serve
1060 more than two successive terms; and any partial term of
1061 more than two years served by reason of appointment
1062 and/or election to office pursuant to subsection 8.7(a)
1063 below shall be considered a full term for purposes of
1064 this subsection.

1065 (b) Appointed Non-salaried Officers. The appointed non-salaried
1066 officers shall serve for one or more terms of two years and
1067 until their successors are appointed and qualified.

1068 (c) Transition Provision. The bylaw amendment changing the
1069 term of office of the President from four years to a single term
1070 of six years shall become effective for the election of the
1071 President at the regular General Assembly in 2017. The
1072 President elected at the regular General Assembly in 2013
1073 shall not be eligible for election in 2017. The bylaw
1074 amendment changing the term of office of the Moderator from
1075 four years to a single term of six years shall become effective
1076 for the election of the Moderator at the regular General
1077 Assembly in 2013. The bylaw amendment calling for the
1078 election of a Presidential Search Committee (Section 5.2)
1079 shall become effective for the election of members of the
1080 Presidential Search Committee at the regular General
1081 Assembly in 2013. The first two sentences of this transition
1082 provision shall automatically be deleted from the bylaws
1083 following the regular General Assembly in 2017. The third,
1084 fourth and last sentences of this transition provision shall
1085 automatically be deleted from the bylaws following the regular
1086 General Assembly in 2013.

1087 **Section 8.4. Qualification of Officers.**

1088 Each officer of the Association shall be a member of a member
1089 congregation. If an officer ceases to be a member of any member
1090 congregation, such officer shall be disqualified and the office
1091 declared vacant.

1092 **Section 8.5. Removal of Officers.**

1093 (a) Elected Officers. An elected officer may be removed by a
1094 three-fourths vote of the entire Board of Trustees at a
1095 meeting at which not less than three-fourths of the entire
1096 Board is present if in the opinion of the Board such officer is
1097 incapacitated or unable to carry out the duties of the office.
1098 The President may also be removed by such a vote of the
1099 Board if it determines that such removal is in the best
1100 interests of the Association.

1101 (b) Appointed Officers. An appointed officer may be removed
1102 by the Board of Trustees at any time.

1103 **Section 8.6. Resignation.**

1104 An officer may resign at any time by giving written notice to the
1105 Moderator, who shall immediately forward copies to the Board of
1106 Trustees. Any such resignation shall take effect at the time
1107 specified therein, or, if no time is specified, then upon delivery.

1108 **Section 8.7. Vacancies.**

1109 (a) Elected Officers. A vacancy created by the death,
1110 disqualification, resignation, or removal of an elected officer
1111 shall be filled by the Board of Trustees until the next regular
1112 General Assembly at which an election can be held. The
1113 vacancy shall then be filled by election for the balance of the
1114 unexpired term, if any.

1115 (b) Appointed Non-salaried Officers. A vacancy created by the
1116 death, disqualification, resignation, or removal of an
1117 appointed non-salaried officer may be filled by the Board of
1118 Trustees for the balance of the unexpired term.

1119 **Section 8.8. Moderator.**

1120 The Moderator shall preside at General Assemblies and meetings
1121 of the Board of Trustees and the Executive Committee. The
1122 Moderator shall represent the Association on special occasions
1123 and shall assist in promoting its welfare. The Moderator shall serve
1124 as Chief Governance Officer of the Association.

1125 **Section 8.9. President.**

1126 The President shall be the chief executive officer of the Association
1127 and shall be a member, ex-officio, without vote, of all standing
1128 committees of the Association, except the Nominating Committee
1129 and the Board of Review, and of all standing committees of the
1130 Board except the Ministerial Fellowship Committee and the
1131 Religious Education Credentialing Committee.

1132 **Section 8.10. Financial Advisor.**

1133 The duties of the Financial Advisor are set forth in Article X.

1134 ***Section 8.11. Executive Vice President.**

1135 In the event an Executive Vice President should be appointed, the
1136 Board of Trustees shall describe his or her duties.

1137 **Section 8.12. Vice Moderators.**

1138 The Vice Moderator or Moderators shall be elected from among the
1139 members of the Board of Trustees by its members. In the absence
1140 of the Moderator a Vice Moderator shall preside at meetings and
1141 perform the duties of the Moderator. A Vice Moderator shall
1142 perform such other duties as may be assigned by the Board. In
1143 the event that more than one Vice Moderator is elected, one of the
1144 Vice Moderators shall be designated First Vice Moderator.

1145 **Section 8.13. Vice Presidents.**

1146 Any Vice President appointed shall have such powers and shall
1147 perform such duties as may be assigned by the Board of Trustees

1148 or as assigned by the President in conformity with any provisions
1149 of the Board appointment.

1150 **Section 8.14. Secretary.**

1151 The Secretary shall be appointed from among the members of the
1152 Board of Trustees and shall perform all duties usually pertaining to
1153 the office, except those of a Clerk under Massachusetts law. The
1154 Secretary shall represent the Association on special occasions and
1155 shall assist in promoting the welfare of the Association.

1156 **Section 8.15. Treasurer.**

1157 The duties of the Treasurer are set forth in Article X.

1158 **Section 8.16. Recording Secretary.**

1159 The Recording Secretary shall at all times be a resident of the
1160 Commonwealth of Massachusetts and upon being appointed shall
1161 be sworn to the faithful performance of the duties of the office. If
1162 the Recording Secretary ceases to be a resident of the
1163 Commonwealth of Massachusetts, such person shall be
1164 disqualified and the office declared vacant. The Recording
1165 Secretary shall keep an accurate record of all meetings of the
1166 Association and the Board of Trustees, shall perform such other
1167 duties as may be assigned by the Board, and shall perform the
1168 duties of a Clerk under Massachusetts law.

1169 **Section 8.17. Other Appointed Officers.**

1170 The Board of Trustees may appoint such other officers as it deems
1171 necessary and shall fix their powers and duties.

1172 **Section 8.18. Compensation.**

1173 The Moderator, the Financial Advisor, and the appointed non-
1174 salaried officers shall not receive compensation for their services
1175 but shall be reimbursed as determined by the Board of Trustees for
1176 expenses reasonably incurred by them in the performance of their
1177 duties.

1178 **Section 8.19. Reports by Officers.**

1179 The Moderator, the President, the Financial Advisor, and the
1180 Treasurer shall each make an annual report to the member
1181 congregations and to each regular General Assembly.

1182 **ARTICLE IX Nominations and Elections**

1183 **Section 9.1. Elective Positions.**

1184 The elective positions of the Association include the elective
1185 positions at large and those trustee positions where the election
1186 occurs at the district level. The elective positions at large of the
1187 Association are those of the elected officers, those trustees not
1188 elected at the district level, and the elected members of the
1189 standing committees of the Association. No person shall hold
1190 more than one elective position at a time whether by election or
1191 appointment. Ex officio positions for the purposes of this Bylaw
1192 provision shall be deemed part of the elected position from which
1193 the ex officio position is derived.

1194 **Section 9.2. Nomination Procedures.**

1195 The nomination procedures set forth in these Bylaws and the
1196 Rules adopted hereunder are exclusive, and no person who is not
1197 nominated in accordance with such procedures can be elected to
1198 any elective position.

1199 **Section 9.3. Notice by Nominating Committee.**

1200 On or before August 1 of each even-numbered year, the
1201 Nominating Committee shall notify all certified member
1202 congregations in writing of the elective positions at large and
1203 vacancies to be filled at the next regular General Assembly.

1204 **Section 9.4. Nomination by Nominating Committee.**

1205 The Nominating Committee shall submit one or more nominations
1206 for each elective position at large to be filled, except Moderator and
1207 President, including those to fill any vacancies occurring prior to
1208 October 1 of the year before the election. Only one person from
1209 any one member congregation shall be thus nominated to serve on

1210 the Nominating Committee. The report of the Nominating
1211 Committee shall be filed with the Secretary of the Association and
1212 be mailed to all certified member congregations, associate member
1213 organizations, and trustees on or before December 10 of each
1214 even-numbered year.

1215 **Section 9.5. Nomination of President and Moderator.**

1216 (a) President. The Presidential Search Committee shall submit
1217 no fewer than two nominations for the office of President for
1218 an election at the end of a presidential term or when a
1219 vacancy occurs in the office prior to October of the year
1220 before the election. The report of the Presidential Search
1221 Committee shall be announced by February 1 of the year
1222 before the General Assembly at which there is to be a
1223 presidential election, except in the case of an election to fill a
1224 vacancy occurring after that date.

1225 (b) Moderator. The Board of Trustees shall submit one or more
1226 nominations for the office of Moderator for an election at the
1227 end of a moderator term or when a vacancy occurs in the
1228 office prior to October of the year before the election. The
1229 report of the Board of Trustees shall be announced by
1230 February 1 of the year before the General Assembly at which
1231 there is to be a moderator election, except in the case of an
1232 election to fill a vacancy occurring after that date.

1233 **Section 9.6. Nomination by Petition.**

1234 (c) For Moderator and President. A nomination for the office of
1235 Moderator or President, or to fill a vacancy in an unexpired
1236 term occurring prior to December 1 of the year before the
1237 election may be by petition signed by no fewer than twenty-
1238 five certified member congregations, including no fewer than
1239 five certified member congregations located in each of no
1240 fewer than five different districts. A certified member
1241 congregation may authorize the signing of a petition only by
1242 vote of its governing board or by vote at a duly called meeting
1243 of its members. Such a petition shall be filed with the
1244 Secretary of the Association, only in such form as the
1245 Secretary may prescribe, not later than February 1 of the year
1246 of the election and not earlier than the preceding March 1.

1247 (d) For other Elective Position at Large. A nomination for any
1248 elective position at large or to fill a vacancy in an unexpired
1249 term occurring prior to December 1 of the year before the
1250 election may be by petition signed by not less than fifty
1251 members of certified member congregations, with no more
1252 than ten signatures of members of any one congregation
1253 counted toward the required fifty. A separate petition, in form
1254 prescribed by the Secretary, shall be filed for each nomination
1255 not later than February 1 of the year of the election and not
1256 earlier than the preceding October 1. Nominations for youth
1257 trustee at large shall be so designated.

1258 **Section 9.7. Qualifications of Nominees.**

1259 Each person nominated for an elective position at large shall be a
1260 member of a member congregation. No person shall be nominated
1261 for more than one such elective position. If a person is nominated
1262 for more than one such elective position, the Secretary of the
1263 Association shall so notify such person in writing and such person
1264 shall have twenty days from the date of the notice to select one
1265 nomination which is acceptable. In the absence of a timely
1266 selection, all such nominations shall be void and the person shall
1267 be so notified in writing by the Secretary.

1268 **Section 9.8. Vacancy in Nominations.**

1269 If all persons nominated for an elective position at large die, decline
1270 to serve or are disqualified after the time has expired for making
1271 any further nominations, or if no valid and timely nomination is
1272 made, the position shall be filled after the final adjournment of the
1273 regular General Assembly at which the election would have been

1274 held in the same manner as if the position had been filled by
1275 election and had then become vacant.

1276 **Section 9.9. Supervision of Elections.**

1277 The Secretary shall supervise all elections for elective positions at
1278 large. The Secretary may appoint a committee of tellers to count
1279 ballots and perform other routine duties. The Secretary shall
1280 decide any question arising during such an election concerning:

1281 (a) the interpretation of any provision of these Bylaws or of
1282 Rules made hereunder relating to election procedures;

1283 (b) any procedural problem relating to the election which is not
1284 covered by these Bylaws or by the Rules; or

1285 (c) the interpretation of the intent of a voter in marking the ballot.

1286 The Secretary's decision shall be final. The Secretary shall remain
1287 neutral in the election and shall not engage in electioneering, except
1288 for advocacy of his or her own candidacy for offices for which he or
1289 she is nominated.

1290 **Section 9.10. Conduct of Elections at Large.**

1291 (a) Election by Ballot. Voting shall be by written ballot, except
1292 that if only one person has been validly nominated for each
1293 elective position at large the persons so nominated shall be
1294 declared elected and no ballots shall be required.

1295 (b) Persons Entitled to Vote. Ballots shall be cast only by
1296 accredited delegates from certified member congregations
1297 and certified associate member organizations to the regular
1298 General Assembly at which the election is held and by
1299 trustees. No person shall cast more than one ballot.

1300 (c) Absentee Voting. Those entitled to cast ballots in an election
1301 may cast their ballots by mail. Absentee ballots shall be
1302 mailed at least forty five days prior to the General Assembly at
1303 which the election is being held. An absentee ballot must be
1304 received by the Secretary not less than seven calendar days
1305 before the General Assembly in order to be counted.

1306 ***Section 9.11. Counting of Ballots.**

1307 (a) For President. If there are no more than two duly nominated
1308 candidates for President, the candidate receiving the greater
1309 number of votes is elected. If there are more than two duly
1310 nominated candidates for President, the ballot shall be
1311 designed to permit the designation of first, second, third, etc.
1312 choice. If no candidate receives a majority of the first-choice
1313 votes cast, the candidate receiving the lowest first choice
1314 vote shall be eliminated and the ballots cast for such
1315 candidate shall be redistributed in accordance with the
1316 second choice indicated thereon. This process shall be
1317 repeated until one candidate receives a majority of all votes
1318 cast or until only two candidates remain, at which time the
1319 one receiving the greater number of votes is elected.

1320 (b) For Other Elective Positions at Large. If there is one elective
1321 position at large to be filled, the candidate receiving the
1322 greatest number of votes is elected. If there is more than
1323 one such elective position of the same kind to be filled, the
1324 candidates respectively receiving the greatest number of
1325 votes are elected.

1326 **Section 9.12. Nominations and Elections of Trustees
Representing Districts.**

1327 (a) District Bylaws. Each district shall in its bylaws set forth the
1328 method by which the certified member congregations of the
1329 Association within that district shall nominate and elect a
1330 trustee. Where two or more districts are required to share a
1331 single trustee, each such district shall adopt compatible
1332 bylaw provisions. In the absence of valid district bylaw
1333 provisions, the trustee representing that district or group of
1334 districts shall be elected in accordance with the Bylaws and
1335 Rules of the Association.
1336

1337 (b) Time of Election. The election of a district trustee, except an
1338 election to fill a vacancy pursuant to Section 6.8(b), shall be
1339 held not less than 45 nor more than 300 days before the
1340 regular General Assembly following which such trustee is to
1341 take office.

1342 (c) Method of Nominations. The district bylaws shall provide
1343 that nominations may be made by a specific number of
1344 certified member congregations.

1345 (d) Method of Election. If a district's bylaws do not include a
1346 provision for the election of the trustee representing that
1347 district or the group of districts of which that district is a part,
1348 the trustee for that district or the group of districts of which
1349 that district is a part shall be elected using one of the
1350 following methods:

1351 (1) at large within the district, with each member of a
1352 certified member congregation casting a ballot by mail;

1353 (2) by delegates at a district meeting at which each
1354 certified member congregation is entitled to the same
1355 number of voting delegates as specified in Section
1356 4.8(a) of these Bylaws, with absentee ballots by the
1357 delegates permitted;

1358 (3) by each certified member congregation, acting at a
1359 legal meeting of such congregation, casting that
1360 number of votes equal to the number of delegates
1361 specified in Section 4.8(a) of these Bylaws, allocated
1362 among the candidates as it shall determine;

1363 (4) by delegates at a district meeting at which each
1364 certified member congregation is entitled to the same
1365 number and kind of voting delegates as specified in
1366 Section 4.8(a) and (b) of these Bylaws with absentee
1367 ballots by the delegates permitted; or

1368 (5) by each certified member congregation, acting at a
1369 legal meeting of such congregation, casting that
1370 number of votes equal to the number of delegates
1371 specified in Section 4.8(a) of these Bylaws, with the
1372 votes of the congregation allocated among the
1373 candidates as it shall determine and by each minister
1374 and Director of Religious Education, who meets the
1375 criteria for delegate status set forth in Section 4.8(b)
1376 of these Bylaws, casting a vote.

1377 (e) Certification of Election. The secretary of the district or such
1378 other district officer as may be designated in the district
1379 bylaws shall certify the results of the election to the
1380 Secretary of the Association as soon as they are available.
1381 Such certificate shall be conclusive that the person so
1382 certified has been duly elected if the district has adopted
1383 bylaws conforming to the requirements of this section. A
1384 trustee elected to fill a vacancy shall take office immediately
1385 upon such certification.

1386 (f) Invalid Election. If the procedures for the nomination or
1387 election of a district trustee violate the provisions of these
1388 Bylaws, the election shall be invalid and a new election shall
1389 be held not more than twelve months after the invalid
1390 election.

1391 *Section 9.13. Rules for Nominations and Elections.

1392 Rules relating to nomination and election procedures shall be
1393 adopted by a General Assembly. Such rules shall be applicable to
1394 elections held after the close of the General Assembly at which
1395 they are adopted.

1396 ARTICLE X Finance and Contracts

1397 *Section 10.1. Annual Budget.

1398 The annual budget of the Association shall be adopted and may
1399 subsequently be amended by the Board of Trustees. A budget or

1400 budgets for the coming year or years shall be presented to each
1401 regular General Assembly for its consideration and such
1402 recommendation of financial priorities as the General Assembly
1403 may wish to make.

1404 Section 10.2. Duties of Finance Committee.

1405 The Finance Committee shall submit proposed annual budgets for
1406 the Association to the Board of Trustees and make
1407 recommendations to the Board with respect to major financial
1408 policies of the Association other than those pertaining to
1409 investments. It shall review the use made of specific funds held by
1410 the Association and shall also recommend long-range financial
1411 plans.

1412 Section 10.3. Duties of Financial Advisor.

1413 The Financial Advisor shall advise the President and the Board of
1414 Trustees on financial policy and shall assist the Board in long-
1415 range planning by reviewing the sources of funds, the application
1416 of funds designated for specific purposes, the balance between
1417 foreseeable income and proposed expenditures, and the overall
1418 financial welfare of the Association. From time to time the
1419 Financial Advisor shall report to the President and the Board
1420 findings and recommendations respecting the current financial
1421 affairs of the Association and long-range planning.

1422 Section 10.4 Duties of Treasurer and Assistant

1423 Treasurers.

1424 The Treasurer shall have custody of the corporate seal and the
1425 funds and other properties of the Association and shall have the
1426 usual duties of the Treasurer of a corporation. The Treasurer or
1427 the Board of Trustees may from time to time delegate or assign to
1428 each Assistant Treasurer specified duties and authority; and any
1429 person, firm, organization or corporation dealing with the
1430 Association may assume that any act performed by an Assistant
1431 Treasurer, including the execution, sealing and delivery of any
1432 document, has been performed pursuant to an effective delegation
1433 or assignment of authority as aforesaid, and the Association shall
1434 be bound accordingly.

1435 Section C-10.5. Raising of Funds.

1436 The Association shall raise capital and operating funds to carry out
1437 its purposes. It may also raise capital and operating funds for
1438 associate member organizations and independent affiliate
1439 organizations.

1440 Section C-10.6. Funds Held for Others.

1441 With the approval of the Board of Trustees, the Association may
1442 hold for investment and distribution funds belonging to or given for
1443 the benefit of a member congregation, associate member
1444 organization, independent affiliate organization, or other
1445 organizations. Such funds may be invested in the General
1446 Investment Fund of the Association unless they are subject to
1447 specific restrictions which require some other form of investment.

1448 Section C-10.7. Responsibility for Investments.

1449 (a) Board of Trustees. The Board of Trustees shall have
1450 ultimate responsibility for investing the funds belonging to or
1451 held by the Association.

1452 (b) Investment Committee. The Investment Committee shall
1453 supervise the investments of the Association subject to
1454 control by the Board of Trustees.

1455 *Section 10.8. Contracts and Securities.

1456 The President, Secretary, Recording Secretary, Treasurer, and
1457 Assistant Treasurer may sign and attest deeds, mortgages,
1458 contracts, and other documents to which the Association is a party.

1459 Section C-10.9. Pension System.

1460 The Association shall establish and maintain a pension system for
1461 ministers in full fellowship with the Association.

1462 **Section 10.10. Fiscal Year.**

1463 The fiscal year of the Association shall be from July 1 to June 30.

1464 **Section C-10.11. Corporate Seal.**

1465 The seal of the Association shall be in such form as the Board of
1466 Trustees shall approve.

1467 **Section 10.12. Indemnification of Trustees, Officers,
1468 Employees, and Volunteers.**

1469 The Association, to the extent legally permissible, shall indemnify
1470 any trustee, officer, employee of the Association or volunteer
1471 elected by a General Assembly or appointed by the Board of
1472 Trustees of the Association to serve the Association, or persons
1473 formerly holding such positions, against all liabilities and expenses
1474 (including court costs, attorney's fees, and the amount of any
1475 judgment or reasonable settlement, fines and penalties) actually
1476 and necessarily incurred by any such person, subsequent to the
1477 adoption hereof, in connection with the defense of any claim
1478 asserted or threatened to be asserted against any such person, or
1479 any action, suit or proceeding in which any such person may be
1480 involved as a party, by reason of being or having been such
1481 trustee, officer, employee or volunteer or by reason of any action
1482 alleged to have been taken or omitted by any such person as such
1483 trustee, officer, employee or volunteer, except with respect to any
1484 matter as to which he or she shall have been adjudicated in any
1485 proceeding not to have acted in good faith in the reasonable belief
1486 that his or her action was in the best interests of the Association
1487 provided, however, that as to any matter disposed of by a
1488 compromise payment by such person, pursuant to a consent
1489 decree or otherwise, no indemnification either for said payment or
1490 for any other expenses shall be provided unless such compromise
1491 and indemnification therefore shall be approved:

1492 (a) by a majority vote of a quorum consisting of disinterested
1493 trustees;

1494 (b) if such quorum cannot be obtained, then by a majority vote of
1495 a committee of the Board of Trustees consisting of all the
1496 disinterested trustees;

1497 (c) if there are not two or more disinterested trustees in office,
1498 then by a majority of the trustees then in office, provided they
1499 have obtained a written finding by independent legal counsel
1500 appointed by a majority of the trustees to the effect that,
1501 based upon a reasonable investigation of the relevant facts
1502 as described such opinion, the person to be indemnified
1503 appears to have acted in good faith and in the reasonable
1504 belief that his or her action was in the best interests of the
1505 Association;

1506 (d) if not resolved by (a), (b) or (c), above, by a court of
1507 competent jurisdiction.

1508 If authorized in the same manner specified above for compromise
1509 payments, expenses, including attorney's fees actually and
1510 necessarily incurred by any such person in connection with the
1511 defense or disposition of any such action, suit or other proceeding
1512 may be paid from time to time by the Association in advance of the
1513 final disposition thereof upon receipt of (a) an affidavit of such
1514 individual of his or her good faith belief that he or she has met the
1515 standard of conduct necessary for indemnification under this
1516 Section and (b) an undertaking by such individual to repay the
1517 amount so paid to the Association if such person shall be
1518 adjudicated to be not entitled to indemnification under this Section,
1519 which undertaking may be accepted without reference to the
1520 financial ability of such person to make repayment. The right of
1521 indemnification herein provided shall inure to the benefit of the
1522 heirs, executors and administrators of each such trustee, [or]
1523 officer, employee or volunteer and shall not be deemed exclusive of
1524 any other rights to which any such person may be entitled under
1525 any statute, bylaw, agreement, vote of members or otherwise or to
1526 which any such person might have been entitled were it not for this

1527 provision. As used in this Section, an "interested" trustee or officer
1528 is one against whom in such capacity the proceeding in question,
1529 or other proceeding on the same or similar grounds, is then
1530 pending.

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1532 **Section 10.13. Duties of the Audit Committee.**

1533 The Audit Committee shall oversee the annual audit of the financial
1534 statements of the Association by an independent certified public
1535 accounting firm and monitor the establishment and implementation
1536 of accounting policies and internal controls. Specific duties of the
1537 Audit Committee shall be set forth in a charter adopted by the Board
1538 which may be amended by the Board from time to time.

1539 **ARTICLE XI Ministry**

1540 **Section C-11.1. Ministerial Fellowship.**

1541 Each member congregation has the exclusive right to call and
1542 ordain its own minister or ministers, but the Association has the
1543 exclusive right to admit ministers to ministerial fellowship with the
1544 Association. Fellowship may be for the purposes of parish,
1545 religious education and/or community ministry as determined by
1546 action of the Ministerial Fellowship Committee.

1547 No minister shall be required to subscribe to any particular creed,
1548 belief, or interpretation of religion in order to obtain and hold
1549 fellowship.

1550 ***Section 11.2. Ministerial Fellowship Committee.**

1551 The Ministerial Fellowship Committee shall have exclusive
1552 jurisdiction over ministerial fellowship except as otherwise provided
1553 in these bylaws. It shall make rules governing ministerial fellowship,
1554 subject
1555 to the approval of the Board of Trustees.

1556 **Section 11.3. Admission to Fellowship.**

1557 A minister may be admitted to fellowship by the Ministerial
1558 Fellowship Committee, upon complying with the requirements of
1559 these Bylaws and the rules, policies, procedures and requests of
1560 the Committee. A minister who is admitted to fellowship shall be
1561 admitted to preliminary
1562 fellowship for a period of at least three years, be evaluated in
1563 ministry, and may thereafter be admitted to final fellowship.

1564 **Section 11.4. Fellowship Records.**

1565 The Executive Secretary of the Ministerial Fellowship Committee
1566 shall maintain up-to-date records of all ministers in fellowship with
1567 the Association. These records shall be available only to members
1568 of the committee, persons designated by the Committee, and, in
1569 cases of appeals, the Board of Review.

1570 **Section 11.5. Termination of Fellowship and Administrative
1571 Suspension.**

1572 The fellowship of a minister may be terminated by the Ministerial
1573 Fellowship Committee for unbecoming conduct, incompetence or
1574 other specified cause. Final fellowship may be terminated only after
1575 notice by the Committee and opportunity for a Fellowship Review
1576 before the Committee.—During an investigation or the pending of a
1577 complaint, the Ministerial Fellowship Committee may suspend a
1578 minister until a final determination can be made on the minister's
1579 fellowship status.

1580 **Section 11.6. Reinstatement to Fellowship.**
1581 The Ministerial Fellowship Committee may reinstate in or readmit to
1582 fellowship a minister who has previously resigned from fellowship
1583 or whose fellowship has been suspended or terminated.

1584 **Section 11.7. Appeal.**
1585 A minister in final ministerial fellowship whose fellowship is
1586 terminated may appeal the determination of the Ministerial
1587 Fellowship Committee to the Board of Review. The Board of
1588 Review shall have exclusive jurisdiction to hear and decide such
1589 appeals. No other appeal shall be allowed from any decision of the
1590 Ministerial Fellowship Committee.

1591 **Section 11.8. Procedure on Appeal.**

1592 An appeal to the Board of Review may be heard by a panel of the
1593 Board selected as provided in its rules. The Board of Review or its
1594 panel hearing an appeal shall limit its review to an examination of
1595 the Ministerial Fellowship Committee's decision, and the information
1596 presented to the Committee, including the documents and other
1597 evidence compiled during the Fellowship Review, and the reasons
1598 articulated by the Ministerial Fellowship Committee for its decision
1599 terminating the minister's fellowship. If the minister requests
1600 consideration of newly discovered evidence, not previously
1601 presented to the Ministerial Fellowship Committee, then the matter
1602 shall be returned to the Ministerial Fellowship Committee for
1603 consideration of that evidence before the Board proceeds with the
1604 appeal. These Bylaws and the rules of the Ministerial Fellowship
1605 Committee shall be binding upon the Board of Review or its panel.
1606 The Ministerial Fellowship Committee's determination of fact and/or
1607 credibility will not be overturned unless no reasonable fact finder
1608 could have reached such determination, and disputes of fact are to
1609 be resolved in favor of the Ministerial Fellowship Committee's
1610 determination. The Board of Review or its panel may set aside the
1611 decision of the Ministerial Fellowship Committee only where
1612 necessary to correct or prevent manifest injustice. The Board of
1613 Review or its panel may remand the case in whole or in part to the
1614 Committee or take such other action as may be just. The Board of
1615 Review or its panel shall set forth its finding and conclusions and
1616 will serve upon the affected minister and the Ministerial Fellowship
1617 Committee. The decision shall be entered in the fellowship records
1618 and shall be final and binding upon all parties. No appeal shall be
1619 allowed from the decision of the Board of Review. The Board of
1620 Review shall make rules to carry out the intent of this section.

1621 **ARTICLE XII Religious Education Credentialing**
1622 **Section 12.1. Religious Education Credentialing.**
1623 Each member congregation has the exclusive right to employ its
1624 own religious educator, but the Association has the exclusive right
1625 to confer on religious educators a religious education credentialing
1626 status with the Association. No religious educator shall be required
1627 to subscribe to any particular creed, belief, or interpretation of
1628 religion in order to obtain and hold religious education credentialing
1629 status.

1630 **Section 12.2. Religious Education Credentialing**
1631 **Committee.**
1632 The Religious Education Credentialing Committee shall have
1633 exclusive jurisdiction over religious education credentialing except
1634 as otherwise provided herein. It shall make rules governing religious
1635 education credentialing, subject to the approval of the Board of
1636 Trustees.

1637 **Section 12.3. Achievement of Religious Education**
1638 **Credentialing Status.**
1639 A religious educator may achieve a religious education credentialing
1640 status by action of the Religious Education Credentialing
1641 Committee, upon complying with the requirements of these Bylaws
1642 and the rules of the committee.

1643 **Section 12.4. Religious Education Credentialing Levels.**
1644 The Religious Education Credentialing Committee shall adopt rules
1645 related to levels of religious education credentialing as follows:
1646 religious education credentialing includes credentialed religious
1647 educator-associate level status, credentialed religious educator
1648 status, and credentialed religious educator-masters level status as
1649 determined by action of the Religious Education Credentialing
1650 Committee.

1651 **Section 12.5. Religious Education Credentialing**
1652 **Records.**
1653 The Executive Secretary of the Religious Education Credentialing
1654 Committee shall maintain up-to-date records of all religious
1655 educators who have achieved a status as a religious educator as
1656 described in Section 12.4 of these bylaws. Such records shall be
1657 available only to members of the committee, persons designated by
1658 the Committee, and, in cases of appeals, the Board of Review.

1659 **Section 12.6. Suspension or Termination of Religious**
1660 **Education Credentialing Status.**
1661 The religious education credentialing status of a religious educator
1662 may be suspended or terminated by the Religious Education
1663 Credentialing Committee for unbecoming conduct or other specified
1664 cause. Credentialing status may be suspended or terminated
1665 only after notice and opportunity for a hearing before the Committee
1666 at which the religious educator shall have the right to be
1667 represented by counsel, to introduce evidence, to have any relevant
1668 and material evidence in the possession of the Association
1669 produced, and to cross-examine and rebut adverse evidence.

1670 **Section 12.7. Reinstatement of Religious Education**
1671 **Credentialing Status.**
1672 The Religious Education Credentialing Committee may reinstate in
1673 or readmit to religious education credentialing status a religious
1674 educator who has previously resigned from religious education
1675 credentialing status or whose religious education credentialing
1676 status has lapsed, been suspended or terminated.

1677 **Section 12.8. Appeal.**
1678 A religious educator with a religious education credentialing status
1679 whose status is terminated may appeal the determination of the
1680 Religious Education Credentialing Committee to the Board of
1681 Review. The Board of Review shall have exclusive jurisdiction to
1682 hear and decide such appeals. No other appeal shall be allowed
1683 from any decision of the Religious Education Credentialing
1684 Committee.

1685 **Section 12.9. Procedure on Appeal.**
1686 An appeal to the Board of Review shall be heard by a panel of the
1687 Board selected as provided in its rules. The panel hearing an
1688 appeal shall not try the case de novo but shall only review the
1689 record made before the Religious Education Credentialing
1690 Committee, except that the Board of Review by rules may permit
1691 the introduction of newly discovered evidence. These Bylaws and
1692 the rules of the Religious Education Credentialing Committee shall
1693 be binding upon the panel. The panel shall uphold the decision of
1694 the Religious Education Credentialing Committee if it can be
1695 sustained by a reasonable view of the record. The panel may set
1696 aside the decision of the Religious Education Credentialing
1697 Committee only where necessary to correct or prevent manifest
1698 injustice. The panel may remand the case in whole or part to the
1699 Religious Education Credentialing Committee or take such other
1700 action as may be just. The decision of the panel, which shall be the
1701 decision of the Board, shall set forth its finding and conclusions and
1702 shall be served upon the affected religious educator and the
1703 Religious Education Credentialing Committee. The decision shall be
1704 entered in the religious education credentialing records and shall be
1705 final and binding upon all parties. No appeal shall be allowed from
1706 the decision of the Board of Review. The Board of Review shall

1707 make rules to carry out the intent of this section, subject to the
1708 approval of the Board of Trustees.

1709 **ARTICLE XIII Regional Organizations**

1710 **Section C-13.1. Districts.**

1711 The Association shall support areas of regional responsibility
1712 known as districts.

1713 ***Section C-13.2. Establishment.**

1714 The establishment of districts and the manner of determining which
1715 congregations are included in each district shall be in accordance
1716 with rules adopted by the General Assembly.

1717 **Section 13.3. Members.**

1718 All member congregations of the Association located within the
1719 district shall be entitled to be member congregations of that district.

1720 **Section C-13.4. Autonomy.**

1721 Each district shall be autonomous and shall be controlled by its
1722 own member congregations to the extent consistent with the
1723 promotion of the welfare and interests of the Association as a
1724 whole and of its member congregations.

1725 **Section 13.5. District Bylaws.**

1726 Each district shall adopt bylaws which are not in conflict with these
1727 Bylaws.

1728 **ARTICLE XIV Rules**

1729 **Section 14.1. Adoption and Amendment of Rules by** 1730 **General Assemblies.**

1731 A General Assembly may adopt Rules not inconsistent with these
1732 Bylaws. Adoption or amendment of Rules by a General Assembly
1733 shall be by two-thirds vote. Each Rule adopted by a General
1734 Assembly shall be identified by a "G" preceding its Rule number.
1735 A General Assembly may amend or repeal Rules adopted by prior
1736 General Assemblies or by the Board of Trustees, if the proposed
1737 Rules or amendments have been placed on the agenda. Rules
1738 and amendments thereto shall be submitted for inclusion on the
1739 agenda in the same manner as other resolutions. The provisions
1740 of this Section 14.1 do not apply to the Rules of Procedure
1741 contemplated by Section 4.19.

1742 **Section 14.2. Adoption and Amendment of Rules by the** 1743 **Board of Trustees.**

1744 The Board of Trustees may adopt Rules not inconsistent with
1745 these Bylaws and with Rules adopted by General Assemblies and
1746 may amend or repeal its Rules.

1747 **Section 14.3. Rules of Order.**

1748 The Rules contained in the current edition of *Robert's Rules of*
1749 *Order Newly Revised* shall govern the Association in all cases to
1750 which they are applicable and in which they are not inconsistent
1751 with these Bylaws and any Rules that may be adopted hereunder.

1752 **ARTICLE XV Amendment**

1753 **Section C-15.1. Amendment of Bylaws.**

1754 (a) These Bylaws may be amended by a two-thirds vote at a
1755 regular General Assembly if a proposed amendment has
1756 been placed on the agenda; provided, however, that
1757 proposals to amend or repeal a section of these Bylaws
1758 whose section number is preceded by a "C" (hereinafter a
1759 "C Bylaw"), or to add a new such section, shall be governed
1760 by subsections (b) or (c) hereof.

1761 (b) (1) A proposal to amend, repeal or add a new C Bylaw,
1762 other than those C Bylaws in Article II of these Bylaws,
1763 shall be subject to a two-step approval process. Such
1764 proposals must be placed on the agenda of a regular
1765 General Assembly and approved preliminarily by a
1766 majority vote at such regular General Assembly.

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1793 (c) (1) A proposal to amend, repeal or add a new C Bylaw in
1794 Article II of these Bylaws shall be admitted to the agenda
1795 of a regular General Assembly for the sole purpose of
1796 determining whether the proposal shall be referred to a
1797 commission appointed by the Board of Trustees for
1798 review and study. Such a review shall involve member
1799 congregations. A majority vote at a regular General
1800 Assembly shall be required to refer such a proposal to
1801 the study commission. Once the review and study of
1802 the proposal is complete, which shall be completed in no
1803 more than three years, the study commission shall
1804 submit to the Planning Committee for inclusion on the
1805 agenda of the next regular General Assembly following
1806 completion of the review and study process the proposal
1807 in the form originally presented to the regular General
1808 Assembly and any amendments to the proposal that the
1809 study commission recommends as a result of the review
1810 and study process. All proposals regarding Article II of
1811 the Bylaws that are placed on the agenda after review
1812 and study (including amendments to such proposals
1813 recommended by the study commission) shall require a
1814 two-thirds vote for adoption. If the proposal does not
1815 receive the requisite approval at the General Assembly
1816 following the completion of the review and study
1817 process, neither the proposal nor another proposal that
1818 is substantively similar shall be placed on the agenda of
1819 a General Assembly for two years.

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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.

(1) A proposal to amend, repeal or add a new C Bylaw in
Article II of these Bylaws 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
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 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. 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
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.

(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.

(4) If no review and study process of Article II has occurred
for a period of fifteen years, the Board of Trustees shall

1833 appoint a commission to review and study Article II and
1834 to recommend appropriate revisions, if any, thereto to
1835 the Board of Trustees. The Board of Trustees shall
1836 review the recommendations of the study commission
1837 and, in its discretion, may submit the recommendations
1838 of the study commission to the Planning Committee for
1839 inclusion on the agenda of the next regular General
1840 Assembly. Notwithstanding anything to the contrary
1841 contained herein, proposals to amend Article II which
1842 are promulgated by a study commission in accordance
1843 with this paragraph shall be subject to a two-step
1844 approval process. Such proposals must be approved
1845 preliminarily by a majority vote at a regular General
1846 Assembly. Following such preliminary approval, the
1847 proposal shall be placed on the agenda of the next
1848 regular General Assembly for final adoption. Final
1849 adoption shall require a two-thirds vote.

1850 ***Section 15.2. Submission of Proposed Amendment.**

1851 Proposed amendments to these Bylaws may be submitted only by:

- 1852 (a) the Board of Trustees;
- 1853 (b) the General Assembly Planning Committee;
- 1854 (c) the Commission on Appraisal;
- 1855 (d) not less than fifteen certified member congregations by action
1856 of their governing boards or their congregations; such
1857 proposed amendments to Bylaws must be received by the
1858 Board of Trustees on February 1 whenever the regular
1859 General Assembly opens in June; otherwise, not less than
1860 110 days before the General Assembly; or
- 1861 (e) a district by official action at a duly called district meeting at
1862 which a quorum is present, such proposed amendment to be
1863 received by the Board of Trustees on February 1 whenever
1864 the regular General Assembly opens in June; otherwise, not
1865 less than 110 days before the next General Assembly.

1866 **RULES* of the**
1867 **UNITARIAN UNIVERSALIST ASSOCIATION**

1868 *Rules whose section number is preceded by a "G" are those
1869 adopted by a General Assembly and may be amended or repealed
1870 only by a General Assembly, as provided in Section 14.1 of the
1871 Bylaws.

1872 **RULE I Name**

1873 No existing rules applicable to Article I.

1874 **RULE II Principles and Purposes**

1875 **Rule G-2.1. Democratic Process.**

1876 Because the Association is committed to the use of the democratic
1877 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.

1892

1893 Implementing this rule shall be the responsibility of the Board of
1894 Trustees. The Board shall designate a specific person or
1895 committee to whom comments about adherence to this rule may be
1896 addressed. The Board shall report to the General Assembly
1897 annually for the next three years on its implementation.

1898

RULE III Membership

1899 **Section C-3.3. Admission to Membership.**

1900 **Rule 3.3.1. New Congregations.**

1901 It is the policy of the Unitarian Universalist Association to
1902 encourage and assist the development of new congregations as
1903 well as to support and aid existing member congregations as
1904 stated in the purposes of the Association.

1905 **Rule 3.3.2. Procedure for Admission.**

1906 A church or fellowship may become a member of the Association
1907 upon approval by the Board of Trustees of the Association of a
1908 written application for membership.

1909 The application shall include:

- 1910 (a) a statement that the applicant subscribes to the principles of
1911 the Association and pledges itself to support the
1912 Association;
- 1913 (b) a copy of the articles of incorporation or other organizing
1914 documents and the bylaws of the applicant;
- 1915 (c) the names and addresses of the charter members sufficient
1916 in number to satisfy the minimum membership requirements;
1917 and
- 1918 (d) an initial payment in an amount of no less than the Fair Share
1919 contribution to the Association's Annual Program Fund, pro-
1920 rated for the portion of the Association's fiscal year remaining
1921 as of the date of application.

1922 **Rule 3.3.3. Membership Requirements for Admission.**

1923 A new congregation, to be recognized as a member of the
1924 Association, must have thirty (30) of its adult members be
1925 members solely of the new congregation.

1926 **Rule 3.3.4. Multiple Local Congregations.**

1927 In many communities the liberal religious movement may be better
1928 served by the establishment of two or more member congregations.

1929 (a) It is ordinarily desirable that a new congregation should have
1930 the active support and sponsorship of any member
1931 congregation or congregations located in the same
1932 geographic area.

1933 (b) The Association will neither initiate nor recognize such a new
1934 congregation until after the Association has consulted by
1935 mail or by interview with any member congregation or
1936 congregations located in the same geographic area. Such
1937 consultation shall include a request for letters from the
1938 presiding officer of the congregation's governing board and
1939 minister of such congregation(s) stating judgment regarding
1940 the establishment and/or recognition of the new congregation.
1941 The Association may proceed to assist in
1942 organizing or recognizing the new congregation despite local
1943 protest or objection if the Association believes that such
1944 action is in the best interests of the entire movement and that
1945 it will strengthen the total Unitarian Universalist position in
1946 the community.

1947 **Rule 3.3.5. Rules and Regulations for New**
1948 **Congregations.**

1949 It is essential that Unitarian Universalist congregations be
1950 affirmative in spirit, inclusive in fellowship, and mutually supportive
1951 in their relationships with other congregations. The following
1952 statements represent the Association's best judgment as to the

1953 meaning of this general statement and shall be used by staff and
1954 the Board in determining action upon applications for membership.

1955 (a) In receiving the application of a new congregation for
1956 membership in the Association, the Congregational Services
1957 staff shall satisfy itself that the group is making its application
1958 in good faith and that it will make a sincere effort to carry out
1959 the purposes of the Association. (See specifically Article II of
1960 the Bylaws.)

1961 (b) The Association interprets its statements of purpose to
1962 mean that no congregation may be accepted into
1963 membership if its bylaws exclude from its local membership
1964 any person because of race, ethnicity, gender, disability,
1965 affectional or sexual orientation, language, citizenship status,
1966 economic status, or national origin.

1967 (c) All member congregations must be congregational in polity;
1968 the final authority to make decisions must be vested in the
1969 legal membership of the congregation.

1970 (d) Member congregations shall project and embark upon a
1971 balanced program of religious activity including adult worship
1972 and/or discussion and when feasible establishment of a
1973 church school in the Unitarian Universalist tradition.

1974 (e) New congregations are expected to establish and maintain
1975 cooperative relations with Unitarian Universalist agencies, as
1976 appropriate and feasible.

1977 (f) A congregation should be incorporated when possible under
1978 the laws of the state in which it exists. A congregation shall
1979 include in its articles of incorporation or other organizing
1980 documents a clause providing that the assets of the
1981 congregation will be transferred upon dissolution to the
1982 Association. Notwithstanding the foregoing, if a congregation
1983 obtains the prior written consent of the Association's Board of
1984 Trustees, the congregation may name an organization that is
1985 affiliated with the Association (such as a district, camp,
1986 conference center or other congregation) as the recipient of
1987 the congregation's assets upon dissolution.

1988 **Rule 3.3.6. Order of Administrative Procedure.**

1989 The order of administrative procedure:

1990 (a) Application for church or fellowship membership in the
1991 Association will first be referred to the Congregational
1992 Services staff.

1993 (b) The Congregational Services staff will seek information and
1994 advice with respect to all applications as follows:

1995 U.S. Congregations - District President

1996 Other Congregations – Executive Officer of appropriate
1997 Unitarian or Universalist or Unitarian Universalist
1998 international group, if any.

1999 (c) The Congregational Services staff will make its
2000 recommendation to the President of the Association, and the
2001 President shall then make recommendations to the Board of
2002 Trustees of the UUA for its final action.

2003 **Section C-3.5. Certification of Membership.**

2004 **Rule 3.5.1. Required Annual Report.**

2005 In each fiscal year of the Association (July 1 to June 30), each
2006 member congregation shall file with the Secretary of the Association
2007 an Annual Report on the form and in the manner provided by the
2008 Association. The Annual Report shall include a certification by a
2009 minister or principal officer of the member congregation stating (a)
2010 whether or not the member congregation complied with the
2011 conditions set forth in Section C-3.5 of the Bylaws during the
2012 Association's prior fiscal year and (b) that the information provided
2013 to the Association in the Annual Report is true and correct to the
2014 best of the minister's or principal officer's knowledge.

2015 For purposes of determining compliance with Section C-3.5 of the
2016 Bylaws, a member congregation shall be deemed to have
2017 conducted 'regular religious services' if it has held at least 10
2018 services during the fiscal year.

2019 A member congregation's Annual Report for a particular fiscal year
2020 and, if submitted separately, the related certification must be
2021 received by the Association on or before February 1 following the
2022 close of that fiscal year whenever the regular General Assembly
2023 opens in June and otherwise on or before the close of business on
2024 the last business day which is at least 110 days before the date of
2025 the General Assembly next following the close of that fiscal year. If
2026 a member congregation's related certification is not received by the
2027 applicable deadline, it will still be deemed timely filed if the member
2028 congregation submits to the Association proof that it was mailed in
2029 accordance with the provisions of Rule G-13.4.2. Such proof may
2030 be in the form of a stamped or validated receipt for Registered or
2031 Certified Mail or a sworn statement attesting to the proper
2032 submission of the certification signed by the person responsible for
2033 its mailing.

2034 **Rule 3.5.2. Inactive Congregations**

2035 In September of each year the Congregational Services Director
2036 shall initiate the process of contacting congregations in the inactive
2037 category to determine their status.

2038 This process includes:

2039 (a) requesting a list of congregations that have failed to submit
2040 an annual report for three consecutive fiscal years

2041 (b) forwarding this list to the UUA's District Staff with copies to
2042 District Presidents and District Trustees for their information

2043 (c) upon receipt of the annual inactive congregations list and
2044 pursuant to the UUA's by-laws section C-3.6, the UUA's
2045 District staff shall follow up with any congregation in their
2046 district

2047 (d) after follow up the District staff shall make a recommendation
2048 about each congregation's status to the UUA Board for action
2049 at its April meeting.

2050 **Section C-3.7. Associate Member Organizations.**

2051 **Rule 3.7.1. Limitation of Associate Membership.**

2052 It shall be the policy of the Board of Trustees to limit admissions to
2053 associate membership to major continent-wide organizations.

2054 **Rule 3.7.2. Non-Segregation.**

2055 Each associate member organization shall in all aspects of its work
2056 refrain from the practice of segregation based on race, ethnicity,
2057 gender, disability, affectional or sexual orientation, language,
2058 citizenship status, economic status, or national origin. This
2059 rule is not intended to preclude associate member
2060 organizations designed to benefit groups organized
2061 to ensure their fuller participation in the larger society and to fulfill
2062 their unique spiritual needs.

2063 **Rule 3.7.3. Application for Associate Membership.**

2064 Each applicant for membership shall submit with its application:

2065 (a) an attested copy of its charter and, unless it is included in
2066 the charter, an attested copy of its purposes, objectives, and
2067 bylaws;

2068 (b) the approximate number of members in the organization;

2069 (c) a list of principal officers with their personal mail addresses
2070 and the principal mail address of the organization;

2071 (d) a financial statement showing income and expenses for the
2072 latest fiscal year preceding the date of filing and showing
2073 assets, liabilities and net worth as of the end of such fiscal
2074 year;

2075 (e) the dates upon which its governing board met during the
2076 twelve months immediately preceding the date of filing;

- 2077 (f) any yearly reports of its governing body and its principal
2078 officers sent to members during the twelve months
2079 immediately preceding the date of filing;
- 2080 (g) evidence that it enjoys tax exempt status:
- 2081 (1) under Section 501(c)(3) of the U.S. Internal Revenue
2082 Code of 1954;
- 2083 (2) as a registered charity as provided for in the Income
2084 Tax Act (Canada); or
- 2085 (3) under the laws of the country governing the applicant's
2086 tax status;
- 2087 (h) if the applicant does not enjoy tax exempt status, the reason
2088 or reasons it does not;
- 2089 (i) a statement outlining the intended use of associate
2090 membership, if granted, and the goals and objectives of the
2091 organization that will be served by such use;
- 2092 (j) a statement outlining what advantage it is believed there
2093 would be to the Association and to the furtherance of the
2094 principles of the Association outlined in Bylaw Section C-
2095 2.2; and
- 2096 (k) any other information which the Board of Trustees of the
2097 Association shall require.
- 2098 (l) The contribution contemplated by Rule 3.7.10.

2099 **Rule 3.7.4. Annual Report.**

2100 Except in the year when it is admitted to membership, each
2101 associate member shall send to the Association on or before April
2102 30 (i) an annual report which shall include the data required by
2103 subsections (b), (c), (d), (e) and (f) of Rule 3.7.3 and any other
2104 information which the Board of Trustees shall require and (ii) the
2105 contribution contemplated by Rule 3.7.10. If an associate member
2106 fails to comply with the provisions of this Rule, the Board of
2107 Trustees shall at its next regular meeting consider a finding of non-
2108 compliance and the termination of the associate membership status
2109 of such organization.

2110 **Rule 3.7.5. Report of Changes.**

2111 Each associate member shall send the Association an attested
2112 copy of any changes in its charter, purposes, objectives, or bylaws
2113 as soon as any such changes are made, and shall notify the
2114 Association immediately of any change in its tax exempt status.

2115 **Rule 3.7.6. Representation of Associate Membership.**

2116 No organization shall claim or represent in any manner that it is an
2117 associate member of the Association until such membership is
2118 voted by the Board of Trustees; and if and when any organization's
2119 associate membership expires or it is terminated, that organization
2120 shall immediately cease to claim, represent or imply in any manner
2121 that it is an associate member of the Association.

2122 **Rule 3.7.7. Mailing List.**

2123 Each associated member shall place the Association on its regular
2124 mailing list.

2125 **Rule 3.7.8. Additional Criteria for Admission.**

2126 Before granting associate membership, the Board of Trustees shall
2127 determine that the granting of such associate membership is likely
2128 to be of substantial benefit to the Unitarian Universalist movement.

2129 **Rule 3.7.9. Yearly Grant of Associate Membership.**

2130 Associate membership for all new or existing associate members
2131 shall be granted by the Board of Trustees for a designated one
2132 year period or portion thereof.

2133 **Rule 3.7.10. Associate Member Contributions.**

2134 The contribution required to be submitted with an application for
2135 associate membership is \$500 for any applicant whose budget for
2136 the 12 months preceding its application for associate membership
2137 was \$1,000,000 or more and \$250 for any applicant whose budget

2138 for the 12 months preceding its application for associate
2139 membership was less than \$1,000,000. The contribution required to
2140 be submitted with an associate member's annual report is \$500 for
2141 any associate member whose budget for the 12 months preceding
2142 the due date of the annual report was \$1,000,000 or more and \$250
2143 for any associate member whose budget for the 12 months
2144 preceding the due date of the annual report was less than
2145 \$1,000,000.

2146 **Section C-3.8. Independent Affiliate Organizations.**

2147 **Rule 3.8.1. Application for Independent Affiliate Status.**

2148 Each applicant for independent affiliate status shall submit with its
2149 application:

2150 (a) an attested copy of its charter, and, unless it is included in the
2151 charter, an attested copy of its purposes, objectives, and
2152 bylaws;

2153 (b) the number of members or member groups in the organization;

2154 (c) a list of the principal officers with their personal mail addresses,
2155 congregation membership or congregation where settled if the
2156 officer is a fellowshipped minister serving a Unitarian
2157 Universalist congregation, and the principal mail address of the
2158 organization;

2159 (d) the contribution contemplated by rule 3.8.9;

2160 (e) a financial statement showing income and expenses for the
2161 latest fiscal year preceding the date of filing and showing
2162 assets, liabilities and net worth as of the end of such fiscal
2163 year;

2164 (f) the dates upon which its governing board met during the twelve
2165 months immediately preceding the date of filing;

2166 (g) any yearly reports of its governing body and its principal officers
2167 sent to members during the twelve months immediately
2168 preceding the date of filing;

2169 (h) evidence of whether it enjoys tax exempt status:

2170 (1) under Section 501(c)(3) of the U.S. Internal Revenue Code
2171 of 1954;

2172 (2) as a registered charity as provided for in the Income Tax
2173 Act (Canada); or

2174 (3) under the laws of the country governing the applicant's tax
2175 status;

2176 (i) if the applicant does not enjoy tax exempt status, the reason or
2177 reasons it does not;

2178 (j) a statement outlining how its purpose, mission and structure
2179 models interdependence through engagement with our
2180 member congregations, coordination or collaboration of effort
2181 and resources; and a statement outlining how the organization
2182 supports the transformation of institutions and our world to be
2183 aligned with those values expressed in our Principles; and

2184 (k) any other information which the Board of Trustees of the
2185 Association shall require.

2186 **Rule 3.8.2. Non-Segregation.**

2187 Each independent affiliate organization shall in all aspects of its
2188 work refrain from the practice of segregation based on race,
2189 ethnicity, gender, disability, affectional or sexual orientation,

2190 language, citizenship status, economic status, or national origin.
2191 This rule is not intended to preclude independent affiliate
2192 organizations designed to benefit groups organized to ensure their
2193 fuller participation in the larger society and to fulfill their unique
2194 spiritual needs.

2195 **Rule 3.8.3. Annual Contribution and Report.**

2196 Except in the year when it is admitted to independent affiliate status,
2197 each independent affiliate organization shall send the Association
2198 on or before April 30 (i) an annual report which shall include the
2199 data required by subsections (b), (c), (f), (g) and (h) of Rule 3.8.1
2200 and any other information which the Board of Trustees shall require
2201 and (ii) the contribution contemplated by Rule 3.8.9. If an
2202 independent affiliate organization fails to comply with the provisions
2203 of this Rule, the Board of Trustees shall at its next regular meeting
2204 consider a finding of non-compliance and the termination of the
2205 independent affiliate status of such organization.

2206

2207 **Rule 3.8.4. Report of Changes.**

2208 Each independent affiliate organization shall send the Association
2209 an attested copy of any changes in its charter, purposes,
2210 objectives, or bylaws as soon as any such changes are made and
2211 shall notify the Association immediately of any change in its tax
2212 exempt status.

2213

2214 **Rule 3.8.5. Representation of Independent Affiliate
2215 Status.**

2216 No organization shall claim or represent in any manner that it is an
2217 independent affiliate with the Association until such status is voted
2218 by the Board of Trustees; and if and when any organization's
2219 independent affiliate status expires or it is terminated, that
2220 organization shall immediately cease to claim, represent or imply in
2221 any manner that it is affiliated with the Association.

2222 **Rule 3.8.6. Mailing List.**

2223 Each independent affiliate organization shall place the Association
2224 on its regular mailing list.

2225 **Rule 3.8.7. Additional Criteria for Admission.**

2226 Before granting independent affiliate status, the Board of Trustees
2227 shall determine that such affiliation is likely to be of substantial
2228 benefit to the Unitarian Universalist movement.

2229 **Rule 3.8.8. Yearly Grant of Independent Affiliate Status.**

2230 Independent affiliate status for all new or existing independent
2231 affiliate organizations shall be granted by the Board of Trustees for
2232 a designated one year period or portion thereof.

2233 **Rule 3.8.9. Independent Affiliate Contributions.**

2234 The contribution required to be submitted with an application for
2235 independent affiliate status and with an independent affiliate's
2236 annual report is \$100.

2237 **RULE IV General Assembly**

2238 **Section 4.6. Notice of Meetings.**

2239 **Rule 4.6.1. Mailing of Notice.**

2240 Notice of each regular and special General Assembly shall be
2241 given not less than sixty days before the date thereof to each
2242 certified member congregation, associate member organization,
2243 and trustee. Such notice shall be given by the Secretary or the
2244 Recording Secretary.

2245 **Rule 4.6.2. Time of Notice.**

2246 Notice so sent shall be sufficient if mailed at Boston,
2247 Massachusetts, sixty days before any such General Assembly,
2248 addressed to the persons who according to the records of the
2249 Association are entitled thereto hereunder and sent to the
2250 addresses which appear on said records. When the Secretary in

2251 his or her absolute discretion finds it desirable and practicable, a
2252 copy of the notice shall be inserted in the denomination's
2253 publication most widely circulated within the denomination in the
2254 issue which will be circulated as nearly sixty days before the
2255 General Assembly as possible.

2256 **Rule 4.6.3. Content of Notice.**

2257 Such notice shall contain the date, time, and place where the
2258 General Assembly is to be held and shall state only that the
2259 business to be transacted will be set forth in the official agenda
2260 issued in accordance with the Bylaws. Such agenda need not
2261 accompany the notice. The original of such notice shall be signed
2262 by the Secretary or Recording Secretary and be made a part of the
2263 minutes of the General Assembly to which it pertains. The
2264 signature of the Secretary or Recording Secretary on copies of any
2265 such notice may be printed or typewritten.

2266 **Section C-4.7. Voting.**

2267 **Rule G-4.7.1. Recording the Vote on Resolutions.**

2268 The vote on resolutions shall be recorded as having been adopted:

2269 (a) unanimously; or

2270 (b) by a vote of two-thirds or more; or

2271 (c) by a specified vote for or against.

2272 When any resolution is reported by the Association, the recorded
2273 vote on each resolution shall be included.

2274 **Section C-4.9. Accreditation of Delegates.**

2275 **Rule G-4.9.1. Number of Delegates.**

2276 The Secretary of the Association shall, consistent with the Bylaws
2277 of the Association, determine the number of delegates to which
2278 each certified member congregation and associate member
2279 organization is entitled. The determinations of the Secretary may
2280 be appealed to the Board of Trustees.

2281 **Rule 4.9.1A. Merged, Consolidated, or Dissolved
2282 Congregations.**

2283 In the event a certified member congregation dissolves or merges
2284 or consolidates with another congregation subsequent to its filing
2285 the certified member certification form prescribed by Rule 3.5.1,
2286 any delegate credentials outstanding on the date of dissolution or
2287 merger or consolidation are thereby rendered null and void. In the
2288 event of merger or consolidation, the merged or consolidated
2289 certified member congregation shall be entitled during the current
2290 fiscal year of the Association to the number of delegate credentials
2291 that reflects the total membership of the merged or consolidated
2292 congregation or to the number of delegate credentials that the
2293 certified member congregations merging or consolidating would
2294 have been entitled to but for the merger or consolidation, whichever
2295 is less.

2296 **Rule 4.9.2. Settled Ministers.**

2297 A settled minister for the purpose of accreditation as a delegate
2298 pursuant to Bylaw Section 4.8 (b) is (a) a minister engaged by a
2299 certified member congregation in compensated ministerial activities
2300 which constitute fifty percent or more of a typical work schedule or
2301 (b) a community minister who (1) maintains active involvement in
2302 such congregation, (2) has written agreement with the congregation,
2303 (3) is in affiliation with the congregation; and (4) is compensated for
2304 community ministry work which constitutes fifty percent or more of a
2305 typical work schedule recognized by the congregation as ministry.
2306 A congregation is entitled to the number of accredited community
2307 minister delegates equal to the number of delegates to which it is
2308 entitled under Bylaw Section 4.8(a). A minister emeritus/a shall
2309 previously have settled in such congregation as described in this
2310 Rule. A certified member congregation shall certify in writing that its
2311 minister delegates meet the criteria for minister in accordance with
2312 this Rule.

2313 **Rule G-4.9.3. Mailing of Credential Cards.**

2314 Not less than forty-five days prior to each General Assembly, the
2315 Secretary of the Association shall send to each certified member
2316 congregation and associate member organization entitled to be
2317 represented by delegates the proper number of delegate
2318 credentials. The Secretary shall also furnish trustees with
2319 credentials.

2320 **Rule 4.9.4. Issuance of Duplicate Credential Card.**

2321 If a person who has been duly constituted a delegate arrives at a
2322 General Assembly without a properly executed Credential Card, the
2323 person may apply to the Secretary of the Association, or to one or
2324 more persons designated by the Secretary, for a special certificate
2325 of accreditation. The application shall be in writing on a form
2326 provided by the Secretary of the Association. It shall be signed by
2327 the applicant under the penalties of perjury. The certificate shall
2328 contain at least the following:

2329 (a) the name of the congregation or associate member
2330 organization involved;

2331 (b) in the case of a delegate representing a member congregation
2332 other than a settled minister or emerita/us minister or an
2333 accredited director of religious education, a statement that the
2334 applicant is a member of that congregation; or in the case of a
2335 delegate representing an associate member organization, a
2336 statement that the applicant is a member of a certified
2337 member congregation;

2338 (c) a statement that the person was designated as a delegate
2339 under established procedures of the congregation or is a
2340 settled minister or emerita/us minister thereof or is an
2341 accredited director of religious education employed in the
2342 congregation, or was designated as a delegate of an
2343 associate member organization; and

2344 (d) a brief statement as to why the applicant is not able to
2345 present an official and properly executed accrediting card.

2346 **Rule 4.9.5. Alternate Delegates.**

2347 Each certified member congregation may, in accordance with its
2348 own Bylaws or procedures, designate alternate delegates to any
2349 General Assembly in such number, not in excess of the number of
2350 delegates to which it is entitled, as it may determine. Alternate
2351 delegates shall be members of the certified member congregation
2352 they represent. All alternates appointed must be provided by the
2353 member congregation with a certification of their appointment
2354 signed by an officer of the congregation.

2355 **Rule G-4.9.6. Delegate Status.**

2356 Delegates and alternates may be designated to attend each
2357 General Assembly to be held in any fiscal year of the Association
2358 or only a particular General Assembly as each member
2359 congregation shall determine.

2360 **Rule 4.9.7. Issuance of Alternate Credentials.**

2361 In order to be issued credentials admitting the alternate as a
2362 delegate to the General Assembly, the alternate must present such
2363 certification and credential card and delegate badge of the delegate
2364 for whom such person is serving as alternate.

2365 **Rule G-4.9.8. Payment of Registration Fee.**

2366 All delegates, alternates and trustees must pay a registration fee in
2367 order to be admitted to the floor and vote at the General Assembly.

2368 **Rule 4.9.9. Amount of Fees.**

2369 The registration fee shall be set by the Board of Trustees.

2370 **Section 4.12. UUA Statements of Conscience and**
2371 **Study/Action Issues for Social Justice.**

2372 **Rule G-4.12.1. Report of Comments on UUA Statements**
2373 **of Conscience.**

2374 The Commission on Social Witness shall report to the General
2375 Assembly in summary fashion those comments on UUA Statements
2376 of Conscience submitted to it by member congregations and
2377 districts.

2378 **Rule G-4.12.2. Study/Action Issues for Social Justice.**

2379 The Commission on Social Witness shall prepare (and the Board of
2380 Trustees shall include with the Tentative Agenda) a report
2381 summarizing the numbers and topics of the proposed
2382 Congregational Study/Action Issues submitted by the certified
2383 member congregations districts, and sponsored organizations as
2384 defined in Section 4.12(a)(1), and the criteria which it used in
2385 selecting proposed Congregational Study/Action Issues included in
2386 the Congregational Poll. Each proposed Congregational
2387 Study/Action Issue that appears on the Tentative Agenda shall be
2388 accompanied by previous General Resolutions, actions and
2389 statements on related issues, with dates (if applicable), and the
2390 names or number of congregations submitting issues included
2391 within such proposed Congregational Study/Action Issue.

2392 **Rule G-4.12.3 Report on Implementation of UUA**
2393 **Statements of Conscience.**

2394 The UUA Administration shall report at each regular General
2395 Assembly regarding implementation of UUA Statements of
2396 Conscience with particular reference to the most recently adopted
2397 Statement of Conscience. Such report shall summarize
2398 implementation by member congregations, Districts, UUA staff and
2399 other Unitarian Universalist groups.

2400 **Rule 4.12.4 Mini-Assembly on UUA Statement of**
2401 **Conscience**

2402 During the regular General Assembly referred to in Section
2403 4.12(d)(1), a mini-assembly shall be held during which the proposed
2404 amendments to the revised UUA Statement of Conscience shall be
2405 accepted in writing. All such amendments shall be made available
2406 in writing to the General Assembly. The Commission on Social
2407 Witness shall finalize the UUA Statement of Conscience, and the
2408 chairperson of the Commission on Social Witness, in consultation
2409 with the moderator of the General Assembly, the parliamentarian
2410 and legal counsel, shall prioritize unincorporated amendments for
2411 consideration by the General Assembly.

2412 **Section 4.16. Additions to the Agenda of Regular**
2413 **General Assemblies.**

2414 **Rule G-4.16.1. General Assembly Actions of Immediate**
2415 **Witness, and Responsive Resolutions.**

2416 The Moderator shall take such steps as the Moderator considers
2417 practical to advise delegates and other persons or bodies as early
2418 as possible, preferably in writing, of the contents of any actions or
2419 resolutions presented to the General Assembly which are not on
2420 the Final Agenda and which are admitted to the agenda pursuant to
2421 Article IV, Section 4.16 of the Bylaws; and some time shall be
2422 scheduled when the sponsor(s) of the action(s) or resolution(s)
2423 can discuss the action or resolution with those interested.

2424 **Section 4.18. Agenda Rules.**

2425 **Rule G-4.18.1. Notice to Member Congregations and**
2426 **Districts.**

2427 By November 1 whenever in the fiscal year the General Assembly
2428 opens in June, otherwise not less than two hundred and ten days
2429 before each regular General Assembly, each certified member
2430 congregation and district shall be notified of the dates for submitting
2431 items for the Tentative and Final Agenda, the procedure to be
2432 followed, and the forms to be used.

2433 **Rule G-4.18.2. Business Resolutions and Study/Action**
2434 **Issues for Social Justice.**

2435 A Study/Action Issue for Social Justice is one that deals with issues
2436 of public policy within the province of the Department of Faith in
2437 Action. A Business Resolution directly involves the administration
2438 and structure of the Association.

2439 Any resolution submitted which, taken as a whole, has as its
2440 purpose the making of a statement of social concern or principle
2441 shall be deemed to be a Study/Action Issue for Social Justice.

2442 A Study/Action Issue for Social Justice or a UUA Statement of
2443 Conscience appearing on the Final Agenda shall not be amended
2444 so as to become a Business Resolution.

2445 **Rule G-4.18.3. Congregational Poll.**

2446 At the time of the mailing of the Tentative Agenda each certified
2447 member congregation shall be requested to report by February 1,
2448 on a form provided whether it recommends or does not recommend
2449 for action by the General Assembly the Business Resolutions,
2450 proposed Congregational Study/Action Issues in the first Cycle
2451 year, and draft UUA Statements of Conscience in the Fourth Cycle
2452 year, or any additional years thereto pursuant to Section 4.12(d)(2)
2453 appearing on the Tentative Agenda, including the alternative
2454 versions of Business Resolutions (if any) submitted by the Board of
2455 Trustees. The recommendation with respect to each proposed
2456 resolution or issue must be certified by the minister, clerk or
2457 president of that congregation as being within the procedures of that
2458 congregation. Only a Business Resolution which a majority of the
2459 congregations voting on the resolution recommends for the action
2460 shall be eligible to be included on the Final Agenda from the
2461 Congregational Poll. If there is more than one version of a
2462 Business Resolution on the Tentative Agenda, the subject of the
2463 resolution shall be considered a single item on the Tentative
2464 Agenda and the Congregational Poll. All versions shall be listed
2465 consecutively within that item. An aye vote by a congregation for
2466 one or more versions shall be counted an aye vote for inclusion of a
2467 resolution on the subject in the Final Agenda. If support for the
2468 subject matter of the resolution is sufficient to make it eligible for
2469 inclusion on the Final Agenda, the version that receives the highest
2470 number of votes by the participating congregations shall be the one
2471 eligible for inclusion on the Final Agenda. From the Business
2472 Resolutions eligible from the Congregational Poll, the Board of
2473 Trustees shall include on the Final Agenda not more than the eight
2474 Business Resolutions receiving the highest number of
2475 "recommended for action" votes on the Congregational Poll. The
2476 Board of Trustees may also include on the Final Agenda alternative
2477 versions of Business Resolutions which are germane to those
2478 selected through the Congregational Poll. In the first Cycle year,
2479 the Board of Trustees also shall include on the Final Agenda not
2480 more than the five proposed Congregational Study/Action Issues
2481 receiving a majority of votes and the highest number of
2482 "recommended for action" votes on the Congregational Directives
2483 for General Assembly Action, provided that at least twenty-five
2484 percent (25%) of the congregations participated in the ballot vote for
2485 such proposed Congregational Study/Action Issues. If the number
2486 of proposed Congregational Study/Action Issues recommended for
2487 action in the Congregational Poll exceeds five and there is more
2488 than one such issue in fifth position as a result of a tie vote, all
2489 issues in fifth position shall be referred to the Final Agenda by the
2490 Commission on Social Witness. In the fourth Cycle year, or any
2491 additional years thereto pursuant to Section 4.12(d)(2), the Board of
2492 Trustees shall further include on the Final Agenda a proposed UUA
2493 Statement of Conscience, provided that at least twenty-five percent
2494 (25%) of the congregations participated in the ballot vote for such
2495 draft UUA Statement of Conscience. A report of the vote by which
2496 each resolution on the Tentative Agenda was or was not
2497 "recommended for action" shall be included on the Final Agenda.
2498 All Business Resolutions that are included on the Final Agenda

2499 shall be discussed during the General Assembly in a mini-
2500 assembly.

2501 **Rule 4.18.4. Matters Submitted by Districts**

2502 In the event that a proposed amendment to a Rule or to a Business
2503 Resolution that was submitted by a district is to be considered at a
2504 General Assembly, the district that submitted the proposed
2505 amendment or resolution may, in accordance with its own
2506 procedures, designate a representative to speak in support of the
2507 amendment or resolution at the General Assembly. The
2508 representative must be provided by the district with a certification of
2509 the representative's appointment signed by an officer of the district.

2510 **Section 4.19. Rules of Procedure.**

2511 **Rule G-4.19.1. Adoption of Rules of Procedure.**

2512 The Board of Trustees shall offer rules of procedure for adoption at
2513 the first session of each General Assembly.

2514 **RULE V Committees of the Association**

2515 No existing rules applicable to Article V.

2516 **RULE VI Board of Trustees**

2517 **Section 6.4. Election of Trustees.**

2518 **Rule 6.4.1. Division of Districts for Election Purposes.**

2519 The Trustees representing districts are divided into the following
2520 two groups:

2521	GROUP A	GROUP B
2522	Clara Barton	Ballou Channing
2523	Florida	Central Midwest
2524	Mid-South	Heartland
2525	Mountain Desert	Joseph Priestley
2526	Ohio Meadville	Massachusetts Bay
2527	Pacific Northwest	Metropolitan New York
2528	Pacific Southwest	Northern New England
2529	Southwest	Pacific Central
2530	St. Lawrence	Prairie Star
2531		Thomas Jefferson

2532 **Section 6.6. Qualifications of Trustees.**

2533 **Rule 6.6.1. Multiple Memberships.**

2534 For purposes of applying the Bylaw provision that no more than
2535 one trustee shall be a member of the same member congregation,
2536 a person holding membership in more than one member
2537 congregation shall be treated as being a member only of that
2538 member congregation whose services such person most regularly
2539 attends. The Secretary shall make any determinations required by
2540 this rule, subject to appeal to the Board of Trustees, with the
2541 affected trustee or trustees not voting.

2542 **Rule 6.6.2. Implementation of Section 6.6.**

2543 If at the close of a General Assembly election, the results are such
2544 that, except for the provisions of Section 6.6, more than one person
2545 from the same congregation would serve at the same time on the
2546 Board of Trustees,

2547 (a) if the conflict arises solely from the election just held the
2548 Secretary of the Association shall thereupon declare that the
2549 persons so elected are disqualified and that the offices to
2550 which they have been so elected are vacant and are to be
2551 filled as provided in the Bylaws.

2552 (b) if the conflict arises because one person from a
2553 congregation is already serving on the Board of Trustees
2554 and another person from that congregation has just been so
2555 elected the Secretary of the Association shall declare that
2556 the person just elected is disqualified and the office to which

2557 such person has been elected is vacant and that the
2558 vacancy is to be filled as provided in the Bylaws.

2559 **RULE VII Committees of the Board of Trustees**

2560 No existing rules applicable to Article VII.

2561 **RULE VIII Officers of the Association**

2562 **Section 8.1. Officers Enumerated.**

2563 **Rule 8.1.1. Officers Enumerated.**

2564 The appointed salaried officers of the Association shall include an
2565 Executive Vice President.

2566 **Section 8.11. Executive Vice President.**

2567 **Rule 8.11.1. Executive Vice President.**

2568 The Executive Vice President shall have responsibility under the
2569 President for the administrative affairs of the Association and shall
2570 perform such other duties as may be assigned to such officer.

2571 **Section 8.17. Other Appointed Officers.**

2572 **Rule 8.17. Other Appointed Officers.**

2573 The members serving without pay on the Ministerial Fellowship
2574 Committee, Finance Committee, and Investment Committees are
2575 designated as officers of the Association for the purposes, only, of
2576 carrying out their duties as members of such committees. The
2577 powers and duties of such members are as defined in the Bylaws,
2578 Rules, and Policies adopted by the Board of Trustees.

2579 **RULE IX Nominations and Elections**

2580 **Section 9.10. Counting of Ballots.**

2581 **Rule G-9.10.1. Tie Votes.**

2582 Except in the election of a President, if a tie vote occurs in filling an
2583 office when only one person is to be elected, or occurs in filling a
2584 slate of officers when the slate cannot be completed without
2585 resolving the tie, then as soon as possible before the final
2586 adjournment of the General Assembly involved, additional ballots
2587 shall be cast by those present and entitled to vote, except that
2588 initially the Moderator shall not vote. The additional ballots shall
2589 contain only the names of the candidates who are tied. These
2590 ballots shall be counted along with a recounting of the ballots cast
2591 for the tied candidates by absentee ballots, and the result of the
2592 foregoing procedures shall determine the election, unless there is
2593 still a tie, in which case the Moderator shall then cast a ballot to
2594 resolve it.

2595 **Rule G-9.10.2. Tie Vote-Moderator.**

2596 If the tie involves the election of a Moderator, the proceedings to
2597 resolve the tie shall be presided over by the Secretary of the
2598 Association who in all matters involving the resolutions of the tie
2599 shall have the rights and duties of the Moderator.

2600 **Rule G-9.10.3. Tie Vote-President.**

2601 If, in the election of a President, in any particular counting of the
2602 preferential ballots, including absentee ballots, there is a tie vote
2603 among candidates having the least number of votes, then each
2604 such tied candidate shall be eliminated, and in the next counting,
2605 the ballots accumulated for said candidate shall be redistributed
2606 among the remaining candidates on the basis of the highest
2607 effective preferences marked on all the ballots that have been cast.
2608 However, if in this process, such elimination leaves only a single
2609 candidate who in that counting still does not have a majority of the
2610 counted votes, or if only two candidates remain in the contest and
2611 they are tied, then there shall be as many run-off election
2612 procedures, conducted under the provision of Rule G-9.10.1 as are
2613 necessary to result in the election of a President by at least a
2614 majority of the votes cast.

2615 **Section 9.12. Rules for Nominations and Elections.**

2616 **Rule G-9.12.1. Preparation and Mailing of Ballot.**

2617 Unless no ballot is required according to Section 9.9(a), prior to
2618 each regular General Assembly at which an election is to be held,
2619 the Secretary shall prepare ballots upon which shall appear the
2620 names of all persons who have been nominated for office in
2621 accordance with these Bylaws. One such ballot shall be sent with
2622 each credential card issued by the Secretary.

2623 **Rule G-9.12.2. Order of Names on Ballot.**

2624 On all ballots used in elections held by the Association the order of
2625 names shall be determined by the drawing of lots done by the
2626 Secretary and witnessed by two other persons. The Secretary shall
2627 certify the results of the drawing of lots, the certificate shall be
2628 attested by the witnesses, and the certificate shall be filed in the
2629 Secretary's office. This Rule shall be printed on all official ballots
2630 or on the instructions accompanying them.

2631 **Rule G-9.12.3. Write-ins Prohibited.**

2632 In any election, the use of stickers or the writing in of the name of
2633 any person on a ballot shall not be permitted and no vote so
2634 attempted shall be counted.

2635 **Rule G-9.12.4. Absentee Ballots.**

2636 An absentee ballot shall be counted only if accompanied by the
2637 signed and certified ballot stub of the credential card of the person
2638 casting the ballot.

2639 **Rule G-9.12.5. Balloting at General Assembly.**

2640 A person shall be qualified to cast a ballot at General Assembly
2641 only if that person presents to the Secretary of the Association or
2642 those employed by him or her at the polls a properly certified ballot
2643 stub plus a badge issued to that person and containing the same
2644 name as the name on the ballot stub.

2645 **Rule G-9.12.6. Campaigns for Elective Office.**

2646 Each candidate for an at-large elective position may submit to the
2647 Association a campaign statement. The Association will post
2648 electronically the statements of all candidates. Notice of the posting
2649 shall be distributed to the congregations with the absentee
2650 ballots and electronically, and to the delegates as a part of the final
2651 agenda.

2652 **Rule G-9.12.7. Length of Campaigns for President and 2653 Moderator.**

2654 (a) Campaigns for President and Moderator may appropriately
2655 begin with small campaign committee organizational meetings
2656 and mass mailing letters no earlier than November 1 of the
2657 second year preceding the election.

2658 (b) Active campaigning and solicitation of endorsements shall
2659 not begin prior to January 1 of the year preceding these
2660 elections.

2661 (c) No electioneering (defined as publicly announced meetings,
2662 rallies or exploratory events) of any sort shall occur at the
2663 General Assembly two years preceding the elections for
2664 President and Moderator. Private meetings about campaign
2665 organization that take place outside of General Assembly-
2666 booked meeting spaces are permissible.

2667 **Rule G-9.12.8 Campaign Finances Disclosure.**

2668 All candidates for at-large elective positions shall keep detailed and
2669 accurate records of:

2670 (a) their campaign expenses (stated in United States dollars) by
2671 categories of travel, postage, telephone, printing and other
2672 such categories as seem appropriate;

2673 (b) the number of contributors to their campaigns, including the
2674 number of contributors in each of the following categories:

- 2675 (1) under \$50.00,
- 2676 (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.

2706 **Rule G-9.12.9. Separation of Campaigns from Conduct
2707 of Official Business.**

2708 (a) When running for office, candidates shall be prohibited from
2709 engaging in any electioneering or campaigning during the
2710 conduct of official business of the Unitarian Universalist
2711 Association.

2712 (b) Financial accounting and bookkeeping procedures shall be
2713 established which make it explicit that no monies of the
2714 Association were used in the financing of a candidate's
2715 campaigning or electioneering activities.

2716 **Rule G-9.12.10 Election Campaign Practices
2717 Committee.**

2718 (a) An Election Campaign Practices Committee is hereby
2719 established and shall consist of three persons to be
2720 appointed by the Board of Trustees at its October meeting
2721 following those regular General Assemblies at which
2722 elections occur. Two members of the Committee shall be
2723 members of the Board of Trustees at the time of their
2724 appointment and one shall be a non-Board member. The
2725 non-Board member shall be the chair of the Committee.
2726 Persons appointed to the Election Campaign Practices
2727 Committee shall remain neutral in the election and not
2728 engage in electioneering. A person nominated pursuant to
2729 Bylaw Sections 9.4 or 9.5 is ineligible to serve on the
2730 Committee.

2731 (b) The duties of the Election Campaign Practices Committee
2732 shall be:

2733 (1) to distribute the campaign practices guidelines and
2734 financial disclosure rules to candidates for at-large
2735 elective positions not later than thirty days after
2736 nomination by the nominating committee or receipt of
2737 petition;

2738 (2) to receive and consider written complaints of alleged
2739 violations of such guidelines or rules; if the committee
2740 finds probable cause to establish that a violation exists,

2741 to notify a candidate or a number of candidates how
2742 they may voluntarily comply with guidelines or rules and
2743 how long they have to do so; to attempt to mediate
2744 disputes arising from such complaints; and, if no
2745 satisfactory resolution of a complaint is achieved, to
2746 adjudicate the dispute and report the adjudication in
2747 writing to the candidates affected;

2748 (3) to hold such hearings as may, at the Committee's
2749 discretion, be necessary or desirable to carry out the
2750 intent of subsection 2 above; and

2751 (4) to report on its activities and any recommendations it
2752 may have to the Board of Trustees at its October
2753 meeting following the elections.

2754 (c) If compliance to an adjudicated decision is not implemented
2755 by the stated deadline, the Committee is authorized to block
2756 or remove Association-subsidized privileges from the
2757 candidate's campaign.

2758 Candidates adjudicated to be in serious violation of Rule
2759 G-9.12.6(c) may have their names removed from the ballot. Any
2760 such action pursuant to rule G-9.12.10(c) shall be reported to the
2761 Board and the General Assembly. Such adjudication by the ECPC
2762 would be subject to automatic review by the Board Executive
2763 Committee according to the provisions of Rule G-9.12.10(d).

2764 (d) Any candidate aggrieved by the Committee's adjudication
2765 may, within ten days of the mailing of the adjudication,
2766 appeal in writing to the Executive Committee of the Board of
2767 Trustees, which shall have exclusive jurisdiction to hear and
2768 determine such an appeal. The Executive Committee shall
2769 report its decision on the appeal in writing to the affected
2770 candidates as expeditiously as feasible. The Executive
2771 Committee of the Board of Trustees is authorized to issue
2772 any order or ruling it deems appropriate in connection with
2773 such a decision.

2774 (e) Any member of the Executive Committee of the Board of
2775 Trustees who is a candidate for UUA elective office shall not
2776 participate in any manner in the determination of any appeal
2777 from an adjudication of the Election Campaign Practices
2778 Committee.

2779 **RULE X Finance and Contracts**

2780 **Section 10.1. Annual Budget.**

2781 **Rule G-10.1.1 Presentation of Association Budget.**

2782 At each regular General Assembly the Board of Trustees shall
2783 present budgets for both the Current Fiscal Year and the
2784 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.

2788 **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.

2797 **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 taken since the preceding General
2833 Assembly with respect to any budget votes of the preceding
2834 General Assembly.

2835 **Section 10.8. Contracts and Securities.**

2836 **Rule 10.8.1. 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.**

2842 **Rule 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.**

2846 **Rule 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.**

2852 **Rule G-13.2.1. Establishing Districts.**

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.**

2875 **Rule G-14.4.1. Performance of Acts.**

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.

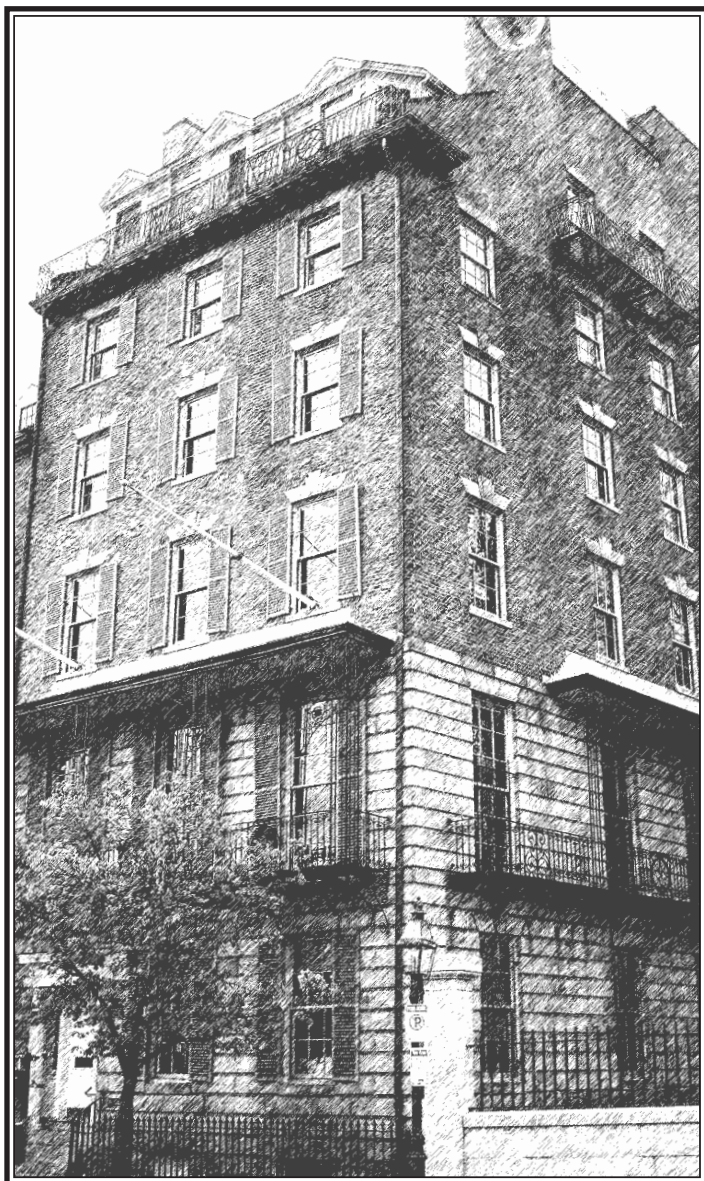
2901 PRINTED IN THE U.S.A.

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
2906 of the Acts of 1960 of the New York legislature. Copies of said
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.

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

uuu.org/aboutus/governance/generalassembly

BUSINESS CALENDAR FOR 2012 UUA GENERAL ASSEMBLY PHOENIX, ARIZONA

October 1, 2011 Deadline for proposed Congregational Study/Action Issues

February 1, 2012 Deadline for congregations to complete the online Annual Certification Form and Congregational Poll (instructions to congregations in November)

February 1, 2012 Deadline for receipt of proposed Business Resolutions and Amendments to Bylaws and Rules

March 1, 2012 General Assembly Notice of Meeting (including the Tentative Agenda) and delegate credentials mailed to certified congregations

May 21, 2012 Final Agenda posted online at uua.org

June 20 - 24, 2012 51st UUA General Assembly in Phoenix, AZ