ARTICLE III – MEMBERS

1. Family Membership

Family memberships may be granted to a family unit, consisting of parents and children under eighteen (18) years of age, that has paid the annual family membership fee, and otherwise qualifies for regular membership.

2. Senior Membership

Senior membership may be granted to individuals who are either senior maturing adults who have reached the age of 65 or have retired from their regular employment, have paid the senior annual membership fee, and otherwise qualify for regular membership.

3. Youth Membership

Youth membership in UBE may be granted to students between the ages of twelve (12) and eighteen (17).

4. Young Adult Membership

Young Adult membership may be granted to persons between the ages of eighteen (18) and thirty (30).

B. Life Membership

1. Individual lifetime memberships shall be granted to individuals who qualify for regular membership and pay the lifetime membership fee in accordance with the dues established by the UBE Board of Directors. Life memberships are offered in multiple levels, and may be paid in five annual installments.

C. Associate Membership

1. The Board may make associate membership available to eligible persons who request a one-year dispensation, as outlined in the subsections below.

2. Upon graduation each year, the president, with approval of the UBE Board of Directors, may offer, free of charge, the first year of UBE membership to each African American graduating seminarian.

3. Upon application of any eligible member, the president, with approval of the UBE Board of Directors, may offer to each UBE youth who has reached the age of 18 the first year of UBE young adult membership free of charge.
ARTICLE V - CHAPTERS

Section 3. National Financial Obligations

The Board of Directors shall be responsible for securing adequate funds through appropriate means for the operation of UBE, for disbursement of funds of the organization and for maintaining a balanced budget. National may assume, whenever the budget permits, the financial obligations listed below:

A. The travel costs for the elected and appointed officers to the Board of Directors Meetings and the Annual Conference will be based on air tourist fare. If traveling by automobile, National may reimburse the above persons for transportation based on current government mileage rates, but not to exceed air tourist fare.

B. Transportation not to exceed air tourist fare for the President, or designee, to the chartering of new Chapters and attendance at consecration services for black bishops as well as meetings with national import.

Section 4. Budget

A proposed budget shall be submitted by the budget finance committee to the pre-Conference session of the Board of Directors for adoption. The annual budget shall be adopted at the business meeting.

Section 5. Audit

The financial records of the UBE shall be audited annually and at other times as requested by the Board of Directors. All audit reports shall be submitted to the Board of Directors for review and presented to the members at a general meeting for adoption.

Section 6. Fiscal Year

The fiscal year shall be from January 1st through December 31st.

ARTICLE V: CHAPTERS

Section 1. Chapters

Chapters are local units established by the Corporation for the purpose of implementing the goals and objectives of UBE. There must be at least ten (10) dues paying Regular Members before groups interested in UBE can be chartered.

A. A chapter of UBE may be organized and chartered in a city or county or in a diocese in the United States and the Caribbean. The UBE may also have members in Canada, African and Latin American countries and those geographical areas in which the Episcopal Church exists.

B. Regions. UBE shall be divided into regions. The number and boundaries of the regions shall be decided by the Board of Directors.

Section 2. Members of Chapters

Membership in Chapters shall consist of persons meeting the qualifications for membership and who reside in the locality of the established Chapter.
ARTICLE V – CHAPTERS (cont.)

A. Chapters shall obtain written permission from the National Board of Directors to use the UBE emblem and to sell items at the National Conference.

Section 6. Fund Raising

A. Chapters may raise funds to support their annual budget and request contributions to support their community programs.

B. Chapters shall provide the National Treasurer with an annual report of their fundraising activities on or before May 30th. The report shall include an accounting of funds raised, expenses, and the distribution of said funds to other institutions or agencies with similar purposes and objectives as UBE.

Section 7. Establishment of Chapters

A. Chapters shall be established according to the procedures outlined in the current Policy handbook.

Section 8. Chapter Assessments

Chapters shall pay the Annual Regional Assessment fees and the Annual National Assessment fees no later than January 31st of each year, and a chapter’s status shall be delinquent if either assessment fee remains unpaid by March 1st of the year.

ARTICLE VI: REGIONS

Section 1. UBE Chapters shall be divided into districts known as Regions. There shall be at least five (5) Regions. The Board of Directors shall determine the number and the boundaries of groups of states within each Region.

A. The Region shall:

1. Promote membership recruitment and retention; promote the programs sponsored by UBE and hold at least one regional meeting annually.

2. Hold additional meetings, if necessary, of officers and chairs of committees during the National Annual Conference.

B. There shall be a Director of each Region who shall be elected by the membership of the Region at the Spring Regional Meeting. The regional Director shall meet the following qualifications:

1. Be a member of UBE for a period of at least three (3) years and shall have attended two National Business Meetings and Conferences within the last five (5) years.
ARTICLE XII - BOARD

shall any Honorary Director be counted in determining the presence of a quorum.

Section 2. Terms of Office

A. The terms of office for the Board of Directors shall be:

<table>
<thead>
<tr>
<th>OFFICE</th>
<th>TERM</th>
</tr>
</thead>
<tbody>
<tr>
<td>National Officers</td>
<td>Three Years</td>
</tr>
<tr>
<td>Regional Directors</td>
<td>Three Years</td>
</tr>
<tr>
<td>Five (5) At-Large-Members</td>
<td>Three Two Years</td>
</tr>
<tr>
<td>Youth Advisor</td>
<td>Three Two Years</td>
</tr>
<tr>
<td>Young Adult Representative</td>
<td>Three Two Years</td>
</tr>
<tr>
<td>Two (2) Youth Representatives</td>
<td>Three Two Years</td>
</tr>
<tr>
<td>Immediate Past President</td>
<td>Three Years</td>
</tr>
</tbody>
</table>

Election guidelines are listed in the Handbook.

Section 3. Duties

The National Board of Directors shall:

A. Have full power and authority over the affairs of UBE between Conferences.

B. Approve standing committee procedures that directly affect areas of UBE outside the purview of the Committee.

C. Delegate to the Executive Committee such authority as it shall deem advisable.

D. Adopt an annual budget at its first meeting. This annual budget may be modified as necessary in response to evolving financial realities.

E. Determine the time, place, and registration fee for the Annual Conference.

F. Consider and resolve all appeals from decisions of the Executive Committee of the National Board.

G. Consider and resolve the question of revocation of the Charter of a Chapter upon recommendation of the Regional Directors and the Executive Committee of the National Board.
ARTICLE XII – BOARD (cont.)

H. Have the authority to adopt special rules of order or standing rules to govern its proceedings.

I. Report recommendations and actions taken to the membership.

J. Report to the Membership through a newsletter or by other means.

K. Perform such other duties as defined by these Bylaws and as directed by the Conference Body.

L. Appoint at least two members to serve as At-Large Members of the Board of Directors.

M. Elect the Youth Advisor. Nominees for Youth Advisor shall be selected by a simple majority vote of the Youth present at the Annual Meeting and Conference, and then submitted to the National Board.

N. **Ratify the election of the Youth Representatives.**

O. **Ratify the election of the Young Adult Representative.**

Section 4. **Sessions**

A. Regular

1. The National Board of Directors shall meet at conferences and at least three times between conferences. The Board may meet via electronics (i.e. E-mail or phone conference). Except in the case of an emergency as declared by the newly-elected officers, the first session shall be a post-conference meeting.

2. The mid-term board session shall be held in the autumn at a time and place to be determined by the National Board of Directors.

3. The pre-conference sessions shall be held at the site of the Annual Conference at a time to be determined by the National Board of Directors.

B. Special sessions - Special sessions of the National Board may be called by the President with at least fifteen (15) days’ notice to all members of the Board of Directors.

C. Observers - members of UBE may attend sessions of the National Board of Directors as observers.
ARTICLE XII – BOARD (cont.,)

Section 5. Voting

A. A vote by mail and/or electronic mail may be taken when necessary. Action taken by mail and/or electronic mail shall be verified and made a part of the minutes of the next session of the National Board.

B. A majority vote of the National Board shall be required to amend and adopt a budget.

Section 6. Youth Representatives

A. The Youth Representatives shall:
   1. Be members in good standing.
   2. Not older than 21 years of age at time of election.
   3. Have attended at least one Conference and Annual Meeting before his/her election.

B. The Youth Representatives shall be elected by simple majority of the Youth Members present at the Annual Business Meeting, and such election shall be ratified by the Board at its next regular meeting.

Section 7. Young Adult Representatives

Young Adult Representatives shall be members in good standing and between the ages of 18–30. The Young Adult Representative shall be elected by simple majority of the Young Adult Members present at the Annual Business Meeting, and such election shall be ratified by the Board at its next regular meeting.

ARTICLE XIII: EXECUTIVE COMMITTEE

Section 1. Composition

The members of the Executive Committee of the National Board of Directors shall be the President, 1st Vice-President, 2nd Vice President the Secretary, and the Treasurer.

Section 2. Duties

The Executive Committee shall:

A. Have general supervision of the affairs of UBE between meetings of the Board of Directors.

B. Conduct business that may be referred to it by the Board of Directors.
ARTICLE XIV – COMMITTEES

Section 5. Quorum

A majority of the Executive Committee shall constitute a quorum.

ARTICLE XIV: COMMITTEES

Section 1. Standing Committees

A. The Standing committees of UBE shall be:
   1. Budget-Finance
   2. Bylaws
   3. Public Relations
   4. Nominating Committee

B. Ad-Hoc Committees
   1. Long Range
   2. Youth
   3. Handbook
   4. Disciplinary

C. All Committee Chairs and at least a majority of the members of each Committee and subcommittees shall be members appointed by the President, unless otherwise provided in these Bylaws.

D. Ex-Officio Committee Members

   1. The President shall be an Ex-Officio member of all committees except the Nominating Committee and the Disciplinary Committee.

   2. The Chairman of each standing committee shall be an Ex-Officio member of all subcommittees within the respective committee.

E. Standing committees shall develop a plan of work and procedures and submit them to the President for approval.

F. Subcommittees, except for Budget-Finance, Bylaws, and Nominating Committee, may include Associate members of UBE as recommended by the Chairman and appointed by the President.

G. No member shall serve as Chairman of more than one standing committee.

H. The term for committee members shall be three (3) years or until their successors are appointed. With the exception of the Budget-Finance Committee, the Long-range Planning Committee, and Youth Committee, standing committee members shall be ineligible for reappointment to a second