

BYLAWS OF
THE UNITARIAN UNIVERSALIST FELLOWSHIP AND CHURCH OF BISMARCK-MANDAN

ARTICLE I- NAME

The name of this religious society shall be "The Unitarian Universalist Fellowship and Church of Bismarck-Mandan."

ARTICLE II - PURPOSE

This shall be a fellowship of free minds, welcoming all, a beacon of enlightenment and sanctuary, and offering a call to build a better self, community, and world.

ARTICLE III - MEMBERSHIP

Any person 16 years of age or over may become a member of this Fellowship. Members are defined as individuals who have signed the membership book; support the Fellowship's goals, principles, and activities; and make an annual contribution of record. An annual contribution of record is defined as either monetary or non-monetary support to the Fellowship within the last twelve months. All members are eligible to vote at business meetings.

The membership list shall be verified and updated by the board president and office administrator annually and provided to the Board no later than two weeks prior to the Unitarian Universalist Association's annual certification deadline.

ARTICLE IV - WELCOMING CONGREGATION

We are a Unitarian Universalist Welcoming Congregation that seeks to be a spiritual home for people of free faith inclusive of race, color, gender identity and expression, affectional or sexual orientation, age, national origin, socioeconomic status, physical or mental ability.

ARTICLE V - DENOMINATIONAL AFFILIATION

This Fellowship shall be a member of the Unitarian Universalist Association and the Mid-America Region.

ARTICLE VI - MEETINGS

1. The annual business meeting shall be held on or before the second Sunday in December at the church.
2. Special business meetings during the church year may be called by the President, the Board, or by written petition of at least five members.
3. At least 15 days written notice, including business to be considered, shall be given of all business meetings.
4. Thirty percent of the voting membership or 20 members, whichever is the lesser, shall constitute a quorum, for the transaction of business in any congregational meeting.

ARTICLE VII - OFFICERS and TRUSTEES

Section 1.

- a. The Trustees of this Fellowship shall be a president, a vice president, a secretary, a treasurer, and one trustee-at-large.
- b. Trustees shall be elected by ballot at the annual meeting.
- c. Following the annual meeting, the five trustees that shall assume duties on January 1 shall meet before January 1 to elect board officers.

- d. Officers and Trustees shall assume their duties on the first day of January following the annual election and shall serve for a term of two years or until their successors are elected or appointed.

Section 2.

Vacancies occurring in any office shall be filled by a majority vote of members of the Board. Such election shall be effective until the next annual meeting.

ARTICLE VIII - DUTIES

Section 1.

The president shall preside at all business meetings of the Fellowship and at meetings of the board of trustees, may serve as ex-officio member of all committees and councils except the nominating committee, be co-responsible for proper functioning of all committees and councils, and shall be responsible for all duties concerned with the proper functioning of the Fellowship not herein assigned to any other officer and in the necessary absence of any officer.

Section 2.

The vice president shall perform the functions of the president in the absence of that officer and such functions as may be assigned to them by the president or the Board, may serve as ex-officio member of all committees except the nominating committee, and shall be co-responsible for the proper functioning of all committees and councils.

Section 3.

The secretary shall take and preserve minutes of all meetings of the members and of the Board, shall keep all official and legal documents of the Fellowship, shall maintain a current list of the voting membership which will be available at all congregational meetings, and shall perform such duties as required by the president or Board.

Section 4.

The treasurer shall supervise the receipt and disbursement of all Fellowship funds and keep proper records thereof, submit a yearly financial report at the annual business meeting, and be responsible for financial records which represent the funds, property, or liabilities of the Fellowship.

ARTICLE IX- BOARD OF TRUSTEES

Section 1.

The board of trustees of the Fellowship shall consist of a president, a vice president, a secretary, a treasurer, and one trustee-at-large, elected in accordance with the Articles of Incorporation and Article VII of these Bylaws. The board of trustees shall have general charge of the property of the Fellowship and the conduct of all its business affairs and the control of its administration, including appointment of such committees as it may deem necessary. It may fill vacancies on the board with persons who shall serve until the next annual meeting. A quorum of the board of trustees shall be three members.

Section 2.

The Board shall establish committees in such areas and with such duties as the Board shall determine. All standing committees shall report at the annual meeting.

ARTICLE X -THE MINISTER

Section 1.

The minister shall be called upon the recommendation of the ministerial search committee and by four-fifths (4/5) majority of the qualified members of the church present at any meeting legally called for the purpose. The quorum for such a meeting shall be constituted by 40% of the voting members rather than 30% of the members as called for in Article VI.

Section 2.

The minister may be dismissed by a majority vote of the qualified members of the church present at any meeting legally called for the purpose. The quorum for such a meeting will be constituted by two thirds (2/3) of the voting membership rather than 30% of the voting members as called for in Article VI.

Section 3.

The minister shall be responsible for all religious services in the church. This responsibility may be shared with a worship or program committee or council. The established tradition of a free pulpit shall be maintained.

Section 4.

The minister shall be a member, ex-officio and without a vote, of the Board and all standing committees and councils except the ministerial search committee and the nominating committee.

Section 5.

A minister shall be selected without regard to race, color, sex, affectional or sexual orientation, age, disability, or national origin and without requiring adherence to any particular interpretation of religion or to any particular religious belief or creed.

ARTICLE XI- COMMITTEES

Section 1.

- a. A nominating committee consisting of three members shall be elected at the annual meeting.
- b. The nominating committee shall submit a slate of nominees for the positions of the trustees, and the nominating committee members.
- c. The nominees shall be presented to the membership at least 15 days before the annual meeting. Nominations may also be made from the floor at the annual meeting. Only those who have consented to serve if elected shall be eligible for nomination either by the committee or from the floor.

Section 2.

A ministerial search committee, composed of at least four and up to seven members representative of the Congregation, shall be elected at a special congregational meeting called for that purpose. The ministerial search committee shall follow procedures outlined by the Unitarian Universalist Association, for selection of a minister.

The regular calling procedure, as specified above, may be suspended in the event a congregation votes to participate in a special program requiring that a professional leader be placed for a limited period of time rather than called by the congregation.

Section 3.

Whenever the church is served by a minister, a committee on ministry shall be selected by the board of trustees consisting of three members chosen from six names offered by the minister. The committee on ministry supports and develops the ministry of the church and acts as a liaison between the minister and congregation as needed.

ARTICLE XII -FISCAL YEAR

The fiscal year shall begin on January 1.

ARTICLE XIII- PARLIAMENTARY AUTHORITY

Robert's Rules of Order Revised shall govern all the meetings of this Fellowship in all cases in which its regulations are applicable and in which they are not inconsistent with these bylaws and those of the Mid-America Region and the Unitarian Universalist Association.

The definitive and conclusive forms of all decisions made by the Board and by the committees and councils should be disposed in a manner and temperament of democratic consensus.

ARTICLE XIV- AMENDMENTS

These bylaws may be amended at any business meeting of the Fellowship at which a quorum is present, provided written notice of the proposed amendment shall have been given at least 14 days prior to the meeting at which the amendment is to be considered.

ARTICLE XV- DISSOLUTION

Should this Fellowship cease to function and the membership vote to disband by a two-thirds (2/3) majority of the voting membership, any assets of the Fellowship will be transferred to the Unitarian Universalist Association for its general purposes. Any action dissolving the organization will not take effect until 60 days after the vote to disband, at which time another vote on dissolution will take place, which will also require a two-thirds (2/3) majority of the voting membership.

As long as there are 20 people who wish to maintain the Fellowship, it shall not disband.