BYLAWS OF
SKAGIT UNITARIAN UNIVERSALIST FELLOWSHIP
As amended and approved by the congregation on 05/31/16

ARTICLE I – ORGANIZATION

Section 1 The name of the organization shall be Skagit Unitarian Universalist Fellowship (hereinafter called “The Fellowship” or “SUUF”).

Section 2 The Fellowship is a religious corporation, organized and existing under the laws of the State of Washington.

Section 3 The fiscal year of the Fellowship shall begin July 1.

Section 4 The Fellowship welcomes all people, without regard to race, color, sex, disability, affectional or sexual orientation, ethnicity, national origin, age, or socioeconomic status.

ARTICLE II – PURPOSE

Section 1 The purpose of this fellowship is to create a welcoming and loving religious community that cares for our planet and its inhabitants, inspires spiritual growth, promotes justice, and encourages lives of integrity, joy, and service.

ARTICLE III – DENOMINATIONAL AFFILIATION

Section 1 The Fellowship shall be a member of the Unitarian Universalist Association and The Pacific Northwest District of the Unitarian Universalist Association. It is the intention of this Fellowship to make annual financial contributions equal to its full fair share as determined by the Association and the District.

ARTICLE IV – MEMBERSHIP

Section 1 Membership: Any person, 18 years or older, who is in sympathy with the PURPOSE of this Fellowship and Unitarian Universalist principles, who indicates his/her religious commitment and financial stewardship with a signed pledge card, and who attends a new member orientation program shall become a member upon approval of the Leadership Council and signing the membership book. Attendance at the orientation program may be waived. No person shall be denied membership who cannot afford to make monetary contribution and so indicates on a current pledge form.

Section 2 Privileges: Persons who have been members at least 15 days may vote in congregational meetings, serve on the Leadership Council (hereinafter called “The Council”), Nominating committee, or Search committee.

Section 3 Roster: The Treasurer, in consultation with the Church Administrator, shall be responsible for an accurate membership roster.
Section 4a  Retaining Membership: In order to retain membership, each member must honor his/her spiritual and monetary commitment to the Fellowship by signing a new pledge card, by the start of the fiscal year. The pledge may be modified, on account of financial hardship, upon written notification to the Treasurer. Each member shall be contacted Annually.

Section 4b  Withdrawal of Membership: A member may withdraw from membership upon his/her request. If a member fails to retain membership as described in Section 1, it shall be considered that she/he has withdrawn from membership.

Section 4c  Removal: A person may be removed from membership for a serious charge, as defined by the Fellowship's Disruptive Behavior Policy, upon an affirmative vote of a majority of the Council. Before the Council votes on such matters, it shall give the person involved at least fifteen days advanced written notice that provides the reasons for the proposed action, together with an opportunity to be heard by the Council. The Council may reinstate a member who has been terminated.

ARTICLE V - CONGREGATIONAL MEETINGS

Section 1  An annual meeting of the Fellowship (hereinafter called "The Annual Meeting") shall be held each Spring as designated by the Council. The business to be transacted at this meeting shall include election of Council members, adoption of a budget for the ensuing fiscal year, and such other business as may be needed.

Section 2  Other congregational meetings needed to conduct the business of the Fellowship throughout the year shall be called by the Council or by a written petition of seven (7) or more members.

Section 3  The business to be transacted at any congregational meeting shall be set forth in a Notice of Meeting which shall be published at least 14 days prior to the meeting.

Section 4  Thirty percent (30%) of the membership shall constitute a quorum at any business meeting.

Section 5  An affirmative vote of a simple majority of those members present shall be required to pass a motion.

Section 6  An affirmative vote by two-thirds majority at a congregational meeting is required to approve decisions that include, but are not limited to, the following:
   a. Making any major (10%+) changes to the adopted budget
   b. Making any major changes to the Long Range Plan
   c. Buying, selling, leasing for more than one year, encumbering, or otherwise disposing of real property
   d. Electing a Search Committee
   e. Amending these bylaws
   f. Dismissing a minister
ARTICLE VI - THE LEADERSHIP COUNCIL

Section 1  Composition: The Leadership Council shall consist of from five (5) to twelve (12) members of the Fellowship. Council members should reflect the diversity of the Fellowship.

Section 2  Terms: Terms for Council members shall be no more than three (3) consecutive terms, each term being two (2) years – regardless of the office being held. After leaving the Council, members shall not serve on the Council again for one (1) year. The terms of retiring members shall end and the terms of the newly elected members shall begin on July 1.

Section 3  Vacancy: When a vacancy occurs on the Council, any congregational member in good standing can be appointed, as an ad-hoc member by the Council, until the next Annual Meeting, at which time a replacement shall be elected, according to the procedures in Article VII, who shall hold office for the remainder of the term. Filling a remaining term of one year or less shall not affect reelection as indicated in Section 2 above.

Section 4  Resignation: A Council member may resign from the Council at his/her request. Moving from the area or failure to attend three (3) consecutive meetings of the Council, shall be considered resignation, except in the case of illness or leave of absence granted by the Council.

Section 5  Quorum: A quorum at meetings of the Council shall be three (3) members.

ARTICLE VII - ELECTIONS

Section 1  Election of Council Members and Officers shall take place at the Annual Meeting and shall require; a majority vote of those members present.

Section 2  Candidates for the Council shall be nominated by the Nominating Committee or by volunteering. Names of all nominees so nominated shall be published in a Notice of meeting. Any nomination must be with the consent of the person nominated.

Section 3  Members of the Council shall be elected by written ballot in all cases where there are more candidates than positions to be filled. A hand vote is acceptable for unopposed positions. Ballots shall be counted by a member of the Board and two (2) at large members of the congregation.

Section 4  Absentee Voting: SUUF members may vote absentee. A ballot shall be available to any member who requests one; the request must be made prior to the election. Any member voting an absentee ballot must sign and seal the ballot and the ballot must be received by the Chair of the Council before the election. Absentee ballots shall be opened and counted with the ballots taken at the congregational meeting.

Section 5  The Nominating Committee shall consist of three (3) members of the Fellowship who are not on the Council. Terms for members of the Nominating Committee shall be two (2) years starting July 1. Their job shall be to find candidates to fill vacancies of the Council.
ARTICLE VIII – DUTIES OF THE LEADERSHIP COUNCIL

Section 1 The Council shall act as a policy setting body and shall take action as required to administer the affairs of the Fellowship. The Council shall see to it that an annual budget is prepared for consideration and adoption by the members of the Fellowship. The Council shall establish any standing committees and shall approve any ad-hoc committees and approve the responsibilities of both.

Section 2 The Council shall administer the real property of the Fellowship for the use and benefit of the Fellowship with the restrictions as outlined in Article V, Section 6c.

Section 3 The Council shall approve all contracts with employees of the Fellowship, including independent contractors serving the congregation and the Minister. The Council may delegate this authority as necessary to facilitate the work of the Fellowship.

Section 4 At its first meeting of the new fiscal year, the Board shall name the President, Secretary, and Treasurer and shall assign responsibility to trustees and officers to serve as liaisons to such areas of responsibility.

Section 5 The Board of Trustees shall meet regularly at least ten (10) times a year.

Section 6 The President shall preside at all meetings of the Council and the Fellowship and shall represent the Fellowship on all appropriate occasions. He/she shall have authority to sign on behalf of the Fellowship any contract or other legal instruments that the Council has authorized to be executed. She/he shall perform other functions and duties as may be specified by the Council and such other duties as usually appertain to the office.

Section 7 A Council member shall act in place of the President in his/her absence, and shall perform other duties specified by the Council.

THE END