

Unitarian Universalist Fellowship of Montgomery Bylaws

**BY-LAWS**

**OF**

**THE UNITARIAN-UNIVERSALIST FELLOWSHIP**

**OF**

**MONTGOMERY, ALABAMA, INC.,**

**A CORPORATION**

**PREAMBLE**

This liberal religious association was organized with twenty-two (22) individual members on September 18, 1966, and became affiliated with the American Unitarian Association as a Fellowship at that time. Since then the society has grown and acquired ministerial leadership. The bylaws which follow lay out an organizational structure to carry out the will of the group in an effective manner. This structure has evolved over time to fit the needs of the Fellowship.

This document is intended as a guide to the Fellowship and the Fellowship is freely able to amend this document as needs arise. Indeed, this document has been amended several times in the past as the society has grown.

ORIGINALLY ADOPTED:	March 14, 1982
FIRST AMENDMENT:	May 12, 1985
SECOND AMENDMENT:	March 6, 1988
THIRD AMENDMENT:	January 19, 1995
FOURTH AMENDMENT:	December 6, 1998
MAJOR REVISION:	November 14, 1999
SIXTH AMENDMENT:	June 3, 2001
SEVENTH AMENDMENT:	January 25, 2004
EIGHTH AMENDMENT:	March 7, 2004
NINTH AMENDMENT:	January 29, 2005
TENTH AMENDMENT:	February 16, 2005
ELEVENTH AMENDMENT:	June 21, 2006
MAJOR REVISION:	February 22, 2009
GENDER-NEUTRAL CHANGES:	January 27, 2013
MINISTERIAL SEARCH COMMITTEE CHANGES:	June 9, 2013
OFFICER ROTATION CHANGES:	January 26, 2014
ARTICLE X AND OTHER CHANGES:	June 22, 2014

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**ARTICLE I: NAME**

The name of this religious society shall be the Unitarian Universalist Fellowship of Montgomery. It is the legal successor to the Unitarian Universalist Fellowship of Montgomery, Alabama, Inc. and shall have all the rights and responsibilities of the antecedent organization.

**ARTICLE II: DENOMINATIONAL AFFILIATION**

This society shall be a member of the Unitarian-Universalist Association and of the regional organizations in which it shall participate.

**ARTICLE III: VISION AND PRINCIPLES**

The Unitarian Universalist Fellowship of Montgomery is an intentionally diverse and tolerant group, offering refuge to those searching for spiritual and intellectual growth, without regard to past religious histories or personal background or status. We cherish reason, freedom of religion and thought, and embrace democratic principles.

We dedicate our membership, facilities and staff to be a presence and influence in our community, so as to make a difference socially, ethically and spiritually.

In addition, we covenant with the Unitarian-Universalist Association to promote the following principles:

- The inherent worth and dignity of every person
- Justice, equity and compassion in human relations
- Acceptance of one another and encouragement to spiritual growth in our Fellowship
- A free and responsible search for truth and meaning
- The right of conscience and the use of the democratic process within our Fellowship and in society at large
- The goal of world community with peace, liberty and justice for all
- Respect for the interdependent web of all existence of which we are a part.

**ARTICLE IV: INCLUSIVENESS**

This Fellowship affirms and promotes the full participation of all persons in all our activities, including membership, programming, hiring practices and the calling of religious professionals, without regard to race, color, national origin, gender, affectional or sexual orientation, physical abilities or age.

**ARTICLE V: MEMBERSHIP**

- A. Active Members: Any person may become an active member by:
1. Signing the membership book in the presence of the minister or an officer of the Fellowship, as an indication of their understanding of and sympathy with the purposes and principles of the UUA and this Fellowship; and

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- 86 2. Making a recorded yearly financial contribution to the Fellowship according to their
- 87 means, and
- 88 3. Participating, according to interest and ability, in the religious services and functions of the
- 89 Fellowship.
- 90 B. Voting Members: Only individuals 16 years or older, who have been active members for
- 91 over 30 days, may vote on any question before the Congregation, or be elected as any officer
- 92 of the Board of Directors, or be placed on the nominating committee.
- 93 C. Inactive Members: Members shall be placed on an inactive list at their request, or if the
- 94 financial contribution required of active members has not been made. Members placed on
- 95 the inactive list other than at their own request shall be promptly so advised in writing and
- 96 given the opportunity to regain active status. Inactive members who have not requested
- 97 active membership within 6 months shall be dropped from the membership rolls.
- 98 D. Supporting Non-Members, "Friends": A friend is a person who makes a financial
- 99 contribution, or participates actively in the Fellowship, but who has not signed the
- 100 membership book. Friends may change their status by meeting the criteria of active member,
- 101 as specified in paragraph A above.
- 102 E. Resignation: Any person may resign from membership at any time by a written notification
- 103 to the Board. A member who resigned may regain membership by written notification to the
- 104 Board and making a current financial contribution, without having to re-sign the membership
- 105 book.

**ARTICLE VI: FISCAL YEAR**

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109 The Fiscal Year of the Society shall begin July 1 and end June 30 of each calendar year. An audit  
110 shall be made of the Treasurer’s books by a disinterested party designated by the Board of  
111 Directors as set forth in ARTICLE IX, section 3, paragraph a., and a financial statement shall be  
112 prepared and read to the members at the Annual Meeting.

**ARTICLE VII: CONGREGATIONAL MEETINGS**

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116 A. Annual Meeting: The Annual Meeting shall be held each June. A notice of the annual  
117 meeting shall be mailed to all active members of the Fellowship at least fourteen (14)  
118 calendar days prior to the date of the meeting. Only voting members may vote at the annual  
119 meeting.

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121 This meeting shall have five primary purposes:

- 122 1. Election of officers in accordance with these Bylaws,
  - 123 2. The presentation of the President’s report on the Fellowship’s accomplishments,
  - 124 3. Adoption of the upcoming fiscal year’s budget,
  - 125 4. The election of a nominating committee in accordance with these by-laws,
  - 126 5. The presentation of a Minister's report.
- 127 B. Special Meetings: Special Meetings of the Congregation may be called by the President, the  
128 Minister, or upon written petition signed by 20 % of the active members and presented to the  
129 President. Notice of a Special Meeting, specifying the issues to be discussed and voted on as

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- 130 necessary, shall be mailed to all active members at least fourteen (14) days prior to the date  
131 of the meeting. Only voting members may vote on issues requiring such action at a Special  
132 Meeting.
- 133 C. Quorums: The presence of 30 percent of the voting membership of the Fellowship at a  
134 meeting shall constitute a quorum for the transaction of business. Inactive members and  
135 Friends shall be welcome at all meetings and shall be given the courtesy of the floor but may  
136 not vote.
- 137 D. Voting: Each voting member shall have one vote. No proxy voting shall be permitted. The  
138 Board at its discretion may permit absentee voting by members who are unavoidably absent  
139 because of illness or other special circumstances. Rules for absentee voting shall be  
140 announced in the notification of the meeting. Unless otherwise specified in these Bylaws, a  
141 majority of those present and voting shall decide any question presented.
- 142 E. Powers of the Congregation: The following matters are specifically reserved for decision by  
143 the voting membership:
- 144 1. Election of Officers
  - 145 2. Call and dismissal of the minister
  - 146 3. Adoption and amendment of these Bylaws
  - 147 4. Adoption of annual budgets
  - 148 5. Approval of expenditures for non-budgeted items exceeding \$1,000
  - 149 6. Approval of any purchase, sale, mortgage, lease, or other dealing in real estate on behalf of  
150 the Fellowship
  - 151 7. Other matters of importance referred by the Board of Directors.

### **ARTICLE VIII: BOARD OF TRUSTEES**

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- 155 A. Governance: The government of this Congregation is vested in its membership. The Board  
156 of Trustees, hereinafter referred to as the Board, shall conduct the affairs of the Fellowship  
157 and, subject to these Bylaws, shall carry out the Fellowship's policies and directives.
- 158 B. The Governing Body: The governing body of the Fellowship shall be a Board of Trustees,  
159 consisting of the President, Vice President, Secretary, Treasurer and three Members-at-Large,  
160 whose terms are explained in ARTICLE IX, section D. The Minister and Director of  
161 Religious Education serve as ex-officio, nonvoting members of the Board.
- 162 1. All members of the Board shall be voting members of the Fellowship. Officers and  
163 Trustees shall be elected at the Annual Meeting by a majority of the votes cast by voting  
164 members present. Two members of a committed couple or of the same household, sharing  
165 the same address, may not be members of the Board at the same time. No member may  
166 be elected or appointed to serve on the Board who is a family member of any person  
167 serving as an employee or called as Minister of the Fellowship. The Nominating  
168 Committee shall post at the church and mail to active members a slate of candidates for  
169 officers and trustees at least 14 days prior to the Annual Meeting.
  - 170 2. Officers may be removed by a 2/3 vote of voting members of the Fellowship present at any  
171 meeting of the Congregation. Notice of intent to discuss and question the status of said  
172 officer(s) shall be mailed to all voting members at least 14 days prior to the meeting. The  
173 Board may, by a majority vote, suspend any officer(s) during this process.

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174 C. Vacant Offices: Should a position become vacant on the Board, the Nominating Committee  
175 will submit to the Congregation the name of at least one person to finish the existing term.  
176 This appointment shall be confirmed by a majority of voting members present at any meeting  
177 of the Congregation.

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179 Should a position become vacant as the result of a resignation, the resignee may be  
180 reinstated, at the Board's discretion, within a month of the resignation.

181 D. Meetings: The Board shall meet monthly. No notice shall be required for scheduled meetings  
182 of the Board. Special meetings of the Board may be called at any time by the President or by  
183 written request of any two Board members. Each trustee shall be notified of the time, place  
184 and the purpose(s) for which the special meeting of the Board is called at least 72 hours  
185 before such meeting.

- 186 1. A majority of the trustees shall constitute a quorum for transaction of business at any  
187 regular or special meeting of the Board. The Board will follow Roberts Rules of Order.
- 188 2. Members and Friends shall be welcome at all meetings and shall be given the courtesy of  
189 the floor, but may not vote. The Board may go into closed, executive session to discuss  
190 business related to employees or applicants, or to discuss pending litigation.

191 E. Duties of the Board: The Board, on behalf of the Fellowship, shall have general charge of the  
192 property of the Fellowship, conduct all its business affairs and the control of administration.  
193 The Board shall:

- 194 1. Appoint chairs of all committees and approve new groups and committees within the  
195 Fellowship.
- 196 2. Appoint all employees of the Fellowship and fix their compensation.
- 197 3. Review committee activities.
- 198 4. Formulate a yearly budget to be approved by the Congregation at the Annual Meeting.
  - 199 a. Any contract of \$500 or greater must be selected from at least three quotes.
  - 200 b. Where a trustee is an interested party to a contract, they must disclose such interest to  
201 the Board.
- 202 5. Actively review the Fellowship's real estate, trust funds and other assets and liabilities.  
203 Set regulations and guidelines for the use of the building and/or other property. The  
204 Board may approve request for use of the building without charge from non-profit  
205 charitable, social, support or advocacy groups whose mission is consistent with the UU  
206 Principles.
- 207 6. Set regulations and guidelines for the use of the building and/or other property. The Board  
208 may approve request for use of the building without charge from non-profit charitable,  
209 social, support or advocacy groups whose mission is consistent with the UU Principles.
- 210 7. Maintain an accurate record of membership, as described in ARTICLE V.
- 211 8. Maintain an up-to-date comprehensive Policy and Procedures Manual.

### **ARTICLE IX: OFFICERS AND COMMITTEES**

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214 A. Job Descriptions of Officers:

- 215 1. The President serves as Chairperson of the Board, presides at all business meetings of the  
216 Fellowship and of the Board, and is responsible for calling meetings of the Board and of  
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- 218 the Congregation. The President appoints, with the approval of the Board, the chairs of  
219 any ad-hoc committees and removes or replaces the chairs with the approval of the  
220 Board. The President votes at Board meetings only as needed to break a tie. The  
221 President is responsible for calling for agenda items and preparing Board agendas in  
222 cooperation with the Minister and others. The President is responsible for the direction  
223 or delegation of the activities of the Fellowship in a reasonable and orderly fashion and  
224 shall represent the Fellowship on all appropriate occasions.
- 225 2. The Vice President shall exercise all the duties and functions of the President during short-  
226 term special circumstances. If the office of President becomes vacant, the Vice President  
227 shall serve as President until such vacancy is filled in accordance with Article VIII,  
228 section C. The Vice President shall act as Coordinator of the Council of Committees and  
229 serve as liaison between the various committees of the Fellowship and the Board.
- 230 3. The Treasurer shall receive and timely deposit all money of the Fellowship, and shall  
231 disburse these assets per the yearly budget and under the direction of the Board. The  
232 Treasurer shall keep a complete account of the property of the Fellowship, which shall be  
233 open for inspection at all reasonable times by the Board. The Treasurer shall submit a  
234 current statement at each regular meeting of the Board and an annual statement for the  
235 fiscal year verifying that all accounts and books balance.
- 236 a. The accounts and books of the Fellowship shall be audited and certified by persons  
237 designated by the Board: (1) before a new Treasurer takes office, (2) when requested  
238 by a majority of the Board, or (3) upon written petition signed by 20 % of the active  
239 members and presented to the President. The audit shall be done in accordance with  
240 ARTICLE VI.
- 241 b. The Treasurer shall be responsible for all tax matters including payroll taxes and sales  
242 taxes, filing required Federal and State forms, and preparing pledge statements for  
243 members and Friends of the Fellowship. The Treasurer shall be a member of the  
244 Finance Committee.
- 245 4. The Secretary shall keep a record of the transactions of all business meetings of the  
246 Fellowship and the Board and have such records available in the Fellowship office at all  
247 times.
- 248 B. Committees of the Board:
- 249 1. Regular Committees: The Board may establish committees as needed for the  
250 administration of the Fellowship. A Regular Committee has a mission that is ongoing or  
251 repetitive. Committees will accept guidance from the Board, as expressed in Board  
252 policy statements or in specific directives expressed by the Board.
- 253 a. At the first regular Board meeting following the Annual Meeting, the Chairs of the  
254 Regular Committees will be appointed to one year terms by the Board from a slate  
255 developed by the Nominating Committee. The Board may add names to the slate as it  
256 deems appropriate. Committee chairs may be appointed for not more than three  
257 successive terms as Chair of a particular committee. A Committee Chair may not serve  
258 concurrently on the Board. Successive service as Committee Chair and Board member  
259 is permitted.
- 260 b. The Chairs of Regular Committees shall have primary responsibility for recruiting  
261 members. Committee members may be either members or Friends of the Fellowship.

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- 262 2. Ad Hoc Committees: The Board may also establish ad-hoc committees as required for a  
263 limited goal or purpose, and such committees shall cease to exist upon attaining the goal.  
264 With the advice and consent of the Board, the President shall appoint the Chair and set  
265 forth the purpose and goal of the committee. The chair shall be responsible for recruiting  
266 members for the committee, setting forth procedures for the goal attainment, and  
267 presenting a written report to the President and the Board.
- 268 3. Committees Council: The chairs of all regular committees will form a Council of  
269 Committees, which will be coordinated by the Vice President. The Council will meet at  
270 least quarterly or as called by the Vice President and will record minutes of their  
271 proceedings. The Council will be responsible for planning, scheduling and coordinating  
272 the programs of the Fellowship. The Council will advise and assist the Board to help  
273 promote the general welfare of the Fellowship. The Council shall not establish policy nor  
274 act upon any matter reserved to the Board or to the Congregation.
- 275 C. Committees of Congregation:
- 276 1. A Nominating Committee of five voting members of the Fellowship shall be elected at the  
277 Annual Meeting from nominations by the voting members present and shall serve a term  
278 of one year. If a member serves on the Nominating Committee for two years in  
279 succession, that member shall wait a year before serving again. The Nominating  
280 Committee elects its own chairperson.
- 281 a. The Nominating Committee will produce a slate of nominees that will contain at least,  
282 but not be limited to, one nominee for each available office. Two Members-at-Large  
283 will be nominated for two-year terms in odd-numbered years; one for a two-year term  
284 in even-numbered years. Prior to the time that the slate of nominees is voted upon,  
285 nominations may be made from the floor.
- 286 b. The Nominating Committee shall post at the church and mail to active members a slate  
287 of nominees for trustees at least 14 days prior to the Annual Meeting.
- 288 c. The Nominating Committee will also develop a list of nominees for Chairpersons of all  
289 Regular Committees and present it to the new Board prior to the Board's next meeting.
- 290 d. In the event of a Chairperson vacancy, the Nominating Committee shall provide  
291 nominees to the Board. In the event of a Board vacancy, the Nominating Committee  
292 shall follow the procedure in ARTICLE VIII, section C.
- 293 2. A Committee on Ministry shall consist of three voting members. The Committee shall  
294 provide support for the minister, balanced by the needs and resources of the Fellowship,  
295 and help assure there is good communication among the Minister, Board and  
296 Congregation.
- 297 a. When an Interim or Settled Minister begins service, the Search Committee shall serve  
298 as the Committee on Ministry for a period of six months from the minister's  
299 commencement of service. During the minister's fifth month of service the Board will  
300 appoint a permanent committee (effective the following month) from a list of six  
301 names proposed by the minister.
- 302 b. Terms of the committee members shall be for three years. However, the initial  
303 appointments following the hiring of a minister as described above, shall be staggered,  
304 with one member serving a one year term, one member serving a two year term and

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305 one member serving a three year term. Thereafter, each member shall serve a term of  
306 three years.

307 c. The Committee shall elect a chair from its members.

308 d. At the expiration of a member's term, or in the event a member leaves the committee  
309 for whatever reason, the Minister shall submit a slate of at least two names to the  
310 Board for appointment. The selected candidate shall serve for three years, or in the  
311 case of replacement of a member in mid-term, the unexpired term of the person being  
312 replaced.

313 e. The previous Committee on Ministry shall be dissolved when a new interim or settled  
314 minister assumes his/her position.

315 f. A committee member may not also be a member of the Board.

316 D. Term Limits of Board Trustees:

317 1. Cumulative Service on the Board: Except as further limited in D.2 through D.5 below, a  
318 member of the Congregation may serve up to a total of six consecutive years on the  
319 Board. Subsequently, that member must wait a year before being considered again for a  
320 Board position.

321 2. President and Vice President: The President and Vice President shall serve two-year  
322 terms on a staggered basis rather than concurrently or in a sequential manner. They are  
323 eligible to stand for re-election for one additional term in those offices. Subsequently, a  
324 year must pass before being considered again for a Board position.

325 For the Fiscal year beginning July 1, 2014 only, a President shall be elected to serve a one-  
326 year term and a Vice President to serve a two-year term. The current sitting President will  
327 serve a year as Past President. Subsequently, the office of Past President will be  
328 discontinued.

329 3. Secretary: The Secretary serves for a term of one year and is eligible to stand for re-  
330 election to two additional terms in that office.

331 4. Treasurer: The Treasurer serves for a term of two years and is eligible to stand for re-  
332 election to an additional term of one year in that office.

333 5. Members-at-Large: The three Members-at-Large serve staggered two-year terms. A  
334 Member-at-Large may not be considered for re-election to successive terms in that office.

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### **ARTICLE X: MINISTER**

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338 A. A Free Pulpit: This Fellowship shall maintain the tradition of a free pulpit. Ministers are free  
339 to express the truth as they understand it. Ministers shall also be free to express their  
340 personal opinions outside the pulpit.

341 B. Ministerial Duties: The Minister shall be the spiritual leader of the Fellowship, leading  
342 religious services and ceremonies. The Minister shall conduct or supervise pastoral and  
343 personal counseling as needed by members of the Fellowship and shall represent the  
344 Fellowship in the community as appropriate. The Minister shall be an ex-officio member of  
345 the Board and all committees of the Fellowship, except the Nominating Committee or the  
346 Ministerial Search Committee. The Minister shall not participate in executive sessions of the  
347 Board, unless requested to do so.



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- 348 C. Selection of Settled and Interim Ministers: These procedures apply when the Fellowship  
349 seeks the services of a qualified person to serve as either interim minister or as a permanent  
350 minister to serve without a fixed termination date. Section E applies to a settled minister and  
351 Section F applies to the selection of an interim minister. They do not apply to the selection  
352 of an intern to serve as temporary minister or in any situation where denominational  
353 requirements do not permit or contemplate a formal congregational search.
- 354 D. Budgeting for Searches and Employment: The Board shall, in coordination with the Finance  
355 Committee and Treasurer, establish a budget and allocate funds needed for any search  
356 process. They shall also determine the starting salary and benefits, such as housing  
357 allowance, etc. to be paid to the settled minister or interim minister.
- 358 E. Settled Minister:
- 359 1. Formation of a Ministerial Search Committee:
- 360 a. When a vacancy exists which is to be filled by a settled minister, the Nominating  
361 Committee shall nominate a Ministerial Search Committee (MSC). The MSC shall be  
362 composed of active members of the Fellowship who are appointed as being  
363 representative of the Congregation, considering differences in church experience, age,  
364 theological and program interests, gender, family composition and other matters as  
365 appropriate. An MSC shall not be selected until the members have been notified and  
366 given at least 21 calendar days to suggest names of individuals to serve. The notification  
367 shall include such criteria as the Board shall consider appropriate to encourage the  
368 formation of a reasonably balanced committee that will pursue its charge with the  
369 necessary diligence.
- 370 b. The Nominating Committee will present a slate of at least 7 nominees for the MSC. The  
371 members will vote for 5 from this slate. The Board will meet as soon as possible to  
372 select another two MSC members from the slate or from the larger Congregation.  
373 Fellowship officers may not simultaneously serve on a search committee.
- 374 c. If practicable, every search committee shall include at least one member who has prior  
375 experience on a Unitarian Universalist ministerial search committee.
- 376 2. Ministerial Search Committee Responsibilities:
- 377 a. An MSC shall select its own chair. It shall conduct its activities subject to any  
378 requirements established by the Unitarian Universalist Association and shall be guided  
379 by recommendation of the UUA. An MSC shall work to achieve consensus on the  
380 candidate to be recommended and shall recommend no candidate if any member dissents  
381 or abstains.
- 382 b. An MSC shall establish standards of participation for its members including, but not  
383 limited to, attendance at meetings, Sunday services and other events, and matters of  
384 confidentiality. They may, by majority vote, require the resignation of any member who  
385 fails to comply with those standards.
- 386 c. Any vacancy on an MSC shall be reported promptly to the Nominating Committee  
387 which will submit the name(s) to the Board and the Board may elect an individual to fill  
388 the vacancy on the MSC.
- 389 d. The MSC shall operate at a high level of confidentiality. The MSC shall periodically  
390 inform the Congregation and Board of their progress in general terms.

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- 391 e. The MSC may not discuss, or in any manner give any information concerning, when or  
392 where they are pre-candidating applicants. Members and Friends should respect the  
393 confidentiality of the process and refrain from any such inquiries.
- 394 3. Unsuccessful Searches:
- 395 a. If an MSC reports that it is unable to agree upon a candidate, or if the Board finds that  
396 an MSC is not making reasonable progress in conducting the search, the Board will  
397 dismiss the committee and a new MSC shall be formed in the manner described  
398 above.
- 399 b. If a candidate for a settled minister is rejected by the members, or if a candidate  
400 withdraws after being chosen by the MSC or after selection but before a contract is  
401 concluded, a new MSC shall be formed in the manner described above.
- 402 4. Ministerial Candidating: No person shall be selected as a settled minister who has not  
403 presented at least one Sunday service in our church and engaged in such other activities  
404 as may be agreed upon, to permit the members to become familiar with the candidate's  
405 qualifications and to allow the candidate to evaluate the Fellowship.
- 406 5. Ministerial Selection: A vote to accept or reject a minister who has completed the  
407 candidacy process shall be held at any meeting of the Congregation. The meeting shall  
408 be conducted in accordance with the requirements otherwise applicable under these By-  
409 Laws, except that a quorum shall be 50 percent of the active members of the Fellowship.  
410 The minister shall be called by an affirmative 85 percent vote of the active members  
411 present and voting in person.
- 412 F. Interim Minister:
- 413 1. Preparation for Selection: The President shall notify UUA and the Mid-South District  
414 whenever the need arises for the selection of an interim minister and will complete the  
415 on-line application, found at the UUA web site, for an interim minister.
- 416 2. Formation of an Interim Search Committee: The Nominating Committee shall submit a  
417 slate of five names to the Board to serve on the Interim Search Committee (ISC). The  
418 Board shall appoint three persons chosen from that slate
- 419 3. Interim Search Committee Responsibilities:
- 420 a. The ISC shall obtain names and resumes of candidates from the UUA website.
- 421 b. ISC shall interview each candidate by telephone and, based upon the resumes and results  
422 of the interviews, make a recommendation to the Board as to the selection of an interim  
423 minister.
- 424 c. The President shall contact the candidate, requesting a meeting with the ISC and the  
425 Board. During that meeting the Board shall decide on the hiring of the nominee. If the  
426 Board elects to hire the nominee, a contract shall be negotiated at that meeting. If the  
427 Board rejects the hiring, the nominee shall be paid expenses incurred, including the  
428 return trip home. Either the ISC shall be asked by the Board to nominate another person,  
429 or a new ISC shall be appointed by the Board to begin a new search.
- 430 d. An interim minister shall be hired for a two-year term, allowing ample time for the  
431 process of hiring a settled minister.
- 432 G. Negotiating a Contract: The Minister shall be employed under a contract negotiated by the  
433 Board and/or their designee. The contract will specify compensation and benefits and the  
434 duties of the Minister as mutually agreed upon by the Minister and the Board. The contract

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435 will also specify the type and length of notice to be given, and the terms in event of  
436 termination or resignation.

437 H. Terminating a Contract: A Minister shall serve at the pleasure of the Fellowship's voting  
438 membership.

439 1. Dismissing a Settled Minister: A settled minister may be dismissed by a two-thirds vote of  
440 the voting members present and voting at any meeting of the Congregation at which a  
441 majority of the voting members are present.

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443 The meeting shall be held only upon the request of at least two-thirds of the voting  
444 members of the Board, or within four weeks after receipt by the Board of a petition duly  
445 signed by at least 30 percent of the active members.

446 2. Minister Resignation: The Minister may resign by submitting a resignation at a meeting of  
447 the Board

### **ARTICLE XI: AMENDMENTS**

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450 These By-Laws may be amended by an affirmative two-thirds vote of the active members of  
451 the Fellowship present at any meeting of the Congregation. Amendments may be proposed  
452 by the Board, upon written petition signed by 20% of the active members and presented to  
453 the President, or by counsel. The proposed amendments shall be made available at the  
454 church, or by mail to members, two weeks prior to the meeting.

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### **ARTICLE XII: DISSOLUTION**

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458 In the event of the dissolution or final liquidation of this Fellowship and vote of the  
459 membership to disband, the Board shall pay or make provision for the payment of all lawful  
460 debts and liabilities of the Fellowship. The Board shall then distribute all the remaining  
461 assets of the Fellowship to the Unitarian-Universalist Association, a nonprofit organization,  
462 for their general use for religious, charitable, scientific, literary or educational purposes, or  
463 the promotion of social welfare; it having been deemed by this Fellowship that their aims and  
464 objectives are similar to those of the Fellowship.

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### **ARTICLE XIII: TERMS**

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468 The terms “society”, “organization”, “corporation”, “church”, “congregation”, “association”,  
469 “group”, and “Fellowship” shall be synonymous when their context indicates that they refer  
470 to the Unitarian Universalist Fellowship of Montgomery.

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472 The terms “Trustee” and “Director” shall be synonymous as between the Articles of  
473 Incorporation and the By-laws. The terms “Board of Trustees” and “Board of Directors”  
474 shall be synonymous as between the Articles of Incorporation and the By-laws.

475