

Agenda for UUCSF 2022 Annual Meeting
Sunday, June 12, 2022
(Zoom and in person)

Call to Order. Reading

Roll Call of Members and Announcement of a Quorum.

A quorum is 40% of members (18).

Meetings are open to the members of the Congregation, contributing friends, and other interested parties who participate in the life of the Congregation. Non-members are welcome to address the meeting but may not make motions or vote.

Receive Annual Reports:

Minister – no report; Rev. Kimberly is on sabbatical.
Treasurer (attached)
Committees (attached).

Motion to Approve Annual Operating Budget for July 1, 2022 to June 30, 2023

Presentation of proposed budget – John Andrews

Motion, discussion and vote on the proposed budget

The Nominating Committee

The Bylaws state that the chair of the Nominating Committee (Kent Martin) shall present a slate of candidates of each office for election at the Annual Meeting for the following positions.

Motion to Elect Members of the Board of Trustees:

Ingrid Krinke to remain on Board until replacement as Treasurer has been selected.
Sara Gordon
Katie Legare
Martha Potter

Are there any nominations from the floor?

Motion, discussion and vote on Members of the Board of Trustees

Motion to Elect Officers of the Board of Trustees (names to be announced at meeting):

President
Vice President
Secretary
Treasurer - Ingrid Krinke to remain until replacement as Treasurer has been selected

Are there any nominations from the floor?

Motion, discussion and vote on Officers of the Board of Trustees

Motion to elect Nominating Committee member: Pam Wittenberg

Are there any nominations from the floor?

Motion, discussion and vote

Motion to Re-elect Co-chairs of Finance/Stewardship Committee: John Andrews and Mark Potter

Are there any nominations from the floor?

Motion, discussion and vote

Motion to Elect COSM Chairperson: David Holstein

Are there any nominations from the floor?

Motion, discussion and vote

Motion to Re-elect Buildings & Grounds Chairperson: Gerald Boyer

Are there any nominations from the floor?

Motion, discussion and vote

Motion to Approve Changes to Bylaws (copy attached showing changes)

Motion, discussion and vote

Recognition of Outgoing Officers and Board Members: Linda Engbrenghof, President; Tip Brolin, Secretary; Ingrid Krinke, Treasurer¹

Recognition of all Board Members, Committee Chairs, Committee Members, and Volunteers.

Discussion of any additional agenda items submitted to the Board in advance.

Motion to Adjourn

¹ To stay on Board until replacement selected.

FINANCE/STEWARDSHIP REPORT

UUCSF FINANCE STEWARDSHIP COMMITTEE ANNUAL REPORT, JUNE 2022

Mark Potter and John Andrews serve as co-chairs of our Finance Stewardship team with help from David Holstein, Ingrid Krinke, Tip Brolin, Pam Wittenberg and Mark Ewald.

Planning for Fund Raising Event

Your Finance Stewardship Committee has met nearly monthly over the past year. Over the summer and fall of 2021 we spent a lot of time talking about fund-raising possibilities. These discussions led to the idea of having a fun fundraiser event in the fall of 2022. The means of raising funds would be an auction of treasures and services donated by our members and friends. Pam Wittenberg did a congregational survey to see how much interest there would be in this and got enough responses to warrant going forward. We have lately adopted the idea of making this a fund raiser for the Little Free Pantry, taking this out of our regular budget and thus reduce our deficit. It will also make it easier to approach members of our local community for donations and participation, since it would be for a community-benefit purpose. An additional fund raiser for the food pantry was a concert held on May 15.

Informal Audit

Last summer we also planned and conducted an informal audit of our finances. We compared the funds in our bank accounts with what they should be given our spending as recorded in QuickBooks since 2013. It was found that the two items agreed to within \$100. That was quite good, considering we hadn't done an audit for many years.

Budget Process and Pledge Campaign

In December and January we planned our annual budgeting process and pledge campaign. The schedule for this was as follows:

February 2022: Solicit people willing to make phone calls to members and pledging friends concerning this year's pledge campaign. Develop a script for these calls that includes questions about member satisfaction (or not) with various aspects of congregational life.

March 2022: Do a service around the topic of stewardship. Send letters inviting people to pledge this year. Email them to expect a phone call. Make the calls. Report back on findings, both on pledging and on comments concerning congregational life.

April 2022: Follow up as needed on member contacts. Prepare a best estimate of what the total pledged amount is likely to be. Hold the annual budget hearing. Make a budget recommendation to the Board.

May 2022: The Board prepares a final budget proposal to submit to the congregation.

June 2022: The congregation votes on the budget at its Annual Meeting, this year to be held on June 12.

Long-Range Financial Planning

Your committee has also done significant work in preparation for a long-range financial plan.

In February we had a deep and wide-ranging discussion of possible financial futures, which was published to the congregation under the title “Finance Stewardship Committee Summary 2022 02 27.” We also prepared a history of our finances in eight charts, under the title “Budget History 2013 – 2022.” Either of these can be obtained from John Andrews, email candrews40@optonline.net .

Our Board has requested this committee to prepare a long-range financial plan for the congregation. Work on this will proceed through the summer, with delivery to the Board scheduled to occur by Labor Day.

Pledge Campaign Results

Stewardship co-chair Mark Potter reports that for the 2021-2022 calendar year 28 pledgers committed to contribute \$75,000. We have received \$70,000 as of April and expect to receive most of the remainder over the next two months.

For the next calendar year 2022-2023 we are pleased to report that we have 31 pledgers, 10% more than last year. We have pledged to contribute \$80,000. Thank you all.

Mark recently did some online research about UU pledging. Because only the largest most sophisticated congregations post their pledge campaigns to their websites, the results I found are only for large urban congregations. With that in mind, this is what he learned:

At \$2,570 our average pledge is similar to or larger than 7 other urban congregations. Only Palo Alto, California is significantly higher at \$3,834. Our median pledge of \$1,500 follows the same pattern. We are a generous congregation.

HELPING HAND COMMITTEE REPORT

Helping Hand Committee Report

May 2022

Committee Members: Carolyn Holstein, Chair, Martha Potter and Ingrid Krinke

The Helping Hand Fund of the UUCSF is the outlet for congregational giving to non-profit agencies on the East End of Long Island. The monies collected on Sunday mornings, as well as additional donations, are distributed among local agencies involved with marginalized communities, generally for a specific program.

The Helping Hand Fund donated to seven groups over this congregational year, with several being new to our Fund. We also gave to agencies we have given funds to in the past. Among the additions were The East End Food Institute and the East End Birth Network, both of whom were heard at the Meet and Greets sponsored by the UUCSF's HICO program. The East End Food Institute received a grant of \$1,000 to support their Farm to Food Pantry program. The East End Birth Network was given \$1,000 to fund their Community Support Scholarship that works toward diversifying birth workers on the East End. Two other new agencies were the Quogue Wildlife Rescue Center and the Center for Therapeutic Riding of the East End (CTREE). They both received \$300 grants. Quogue Wildlife provides environmental education and stewards the natural environment and its wildlife. CTREE's grant was earmarked for scholarships.

Agencies that received support from The Helping Hand Fund in the past included the Town of Southampton's Senior Repair program, Sylvester Manor Educational Farm and Neighbors in Support of Immigration (NISI). Liz Dwyer of the Town of Southampton Senior Division spoke to congregants as part of the Aging with Grace program, offered by the UUCSF's Faith Formation. This connection led to our contribution of \$1,000 for uncovered supplies for their Senior Repair program. Sylvester Manor was granted \$500 for their Afro-Indigenous Burial Ground Partnership. A donation of \$500 was made to NISI to cover repairs of donated bicycles, as well as helmets, to enable students in need to get to summer jobs.

These contributions represent the congregation's desire to make an impact on our local East End neighborhood and are a symbol of our faith in action. They reflect our values and mission as a congregation and share our hope for a kinder, more compassionate environment.

Carolyn Holstein, Chair

CARE AND CONNECTIONS REPORT

CARE AND CONNECTIONS
ANNUAL REPORT
May 2022

The Care and Connections Team seeks to focus on ways to show care for our congregational community, foster connections and deepen relationships.

During this congregational year, COVID closures continued to affect our congregation, with services being offered solely on Zoom for the first half of this time and then reopening with hybrid services (both Zoom and in person), with restrictions on in person attendance. As the spring developed, regulations diminished and coffee service evolved, both advised by this Committee. Care and Connections coordinated Greeting at Sunday services.

Team members have continued to reach out to Friends and Members who have been absent from the congregation on a less structured basis than during the height of COVID. They have also attempted to provide support to congregants experiencing challenges due to medical and other circumstances. These have included rides to doctors and procedures, drug store pick ups, meal delivery and telephone outreach.

Our group also worked to provide gatherings and coordinated several outdoor firepit and s'mores casual evenings at the Meeting House that were successful. In October, a private tour of the new Southampton African American Museum (SAAM) was offered. We had 15 individuals benefit from a wonderful tour with SAAM founder and Director, Brenda Simmons. In April, the 6th Annual UUCSF Seder took place. This was our third year on Zoom due to COVID. Despite being remote, over 20 people attended and positive feelings were expressed by those attending.

Currently, the Team is working on future Field Trips to venues such as Long House Reserve, the Parrish Art Museum and other locations. In addition, the resumption of Circle Dinners appears to be imminent.

Committee Members: Carolyn Holstein, Chair; John Andrews, Hilary Helfant, Carol Mason, Jim Thurman and Pam Wittenberg

WORSHIP COMMITTEE REPORT

Worship Committee

Mark Potter, Kent Martin, Sue Penny, Monika Zasada, Diana Lindley, Tuna Flores, Pam Wittenberg, Ken Ettliger

This year has been marked by many changes including the makeup of our committee. We're happy to welcome Pam Wittenberg and Ken Ettliger who have jumped in with great enthusiasm. The year has also been significant in Rev Kimberly's absence due to her well-earned 4 month sabbatical. While away between February and June the committee has been tasked with obtaining more speakers and leading additional services. Each month we have had one guest minister supplied by the LIAC program supporting ministers on sabbatical. Sue Penny has been facilitating the meetings and reporting to the sabbatical team.

In the course of the year we have moved from Zoom Worship to dual platform and with the Board made decisions around opening to in person, shutting down again, and now fully open to those who are vaccinated. We are grateful that the dual platform worship services were in place before Rev Kimberly left! Our team of Carl Wittenberg, Kent Martin and Monika Zasada with help from Mark Potter has been dedicated and skilled. We can't thank them enough for what they do every Sunday.

We continue to rely on Steven Skolberg for coordination of the music. Steven, Abby Fleming and Sara Gordon have been regulars. He is bringing in 2 new musicians this month, Robert Secrist and Dennis Raffelock. All musicians and speakers are highly encouraged to be in person now.

The committee is devoted to offering first class worship services. Each meeting has a time of review to see what's working and what needs improvement. We continue to be open to suggestions and ideas for speakers. We work with love of each other and what we do!

HICO REPORT

High Impact Community Outreach 2021-2022 Activities

The High Impact Community Outreach Program (HICO) continues to expand its reach across our communities. Our 2nd cycle shifted from the immediate dislocations generated by COVID to the populations and needs that have been underserved, excluded, and require support. Specifically, grants targeted children, families, single mothers, early education, cultural sharing and health care access. The 2021 targeted approach elicited a more modest response as we received 8 applications requesting \$73,200. The Proposal Assessment Committee (PAC) awarded 5 organizations grants ranging from \$5,000 to \$7,000 for a total of \$31,000. The organizations we partnered with were Centro Corazon de Maria, Hampton Community Outreach, Maureen's Haven, Southampton African American Museum and The Retreat.

HICO had some noteworthy events during the year:

The PAC held its second "Meet & Greet" for HICO award recipients in January following our Martin Luther King Worship Service, celebrating the National Day of Service. Four nonprofits spoke passionately about their efforts in improving conditions in our community. Brenda Simmons took us on her 16-year journey to get the Southampton African American Museum up and running and provided a glimpse into the year ahead. Dan O'Shea discussed the expanding role of Maureen's Haven, ranging from food security to case management to vaccinations/health care. Sister Mary Beth Moore discussed how Centro Corazon de Maria is fostering parent skills, early childhood education and building support groups. The Retreat showcased their "Getting Along Story Time" with the creator, Denise Silva-Dennis, sharing one story and highlighting its impact.

It was extremely exciting and motivating that our congregation made a long-term commitment to our HICO program. A proposed additional \$100,000 allocation to HICO was supported by the Board and approved unanimously by the congregation. This will insure that HICO can continue making grants for the next four years. HICO's mission and its role in our congregation living out our UU values is important and recognized.

Our 2022 cycle is underway. The PAC will submit award recommendations to the Board at the end of June. We continue to use a focus on populations and their needs as a way to diversify giving and manage the number of applications.

Thus far, it has been a successful approach. Further, we continue to look for grassroots organizations or projects where our grants can make a real difference. The true success of HICO will be congregants making a connection with the nonprofits supported.

The PAC welcomed a new member as Ken Ettliger joined us at the beginning of the year. We said a big thank you to Jeanne Hoenig who has played a huge role in making HICO a success through her dedication and her PR skills. The PAC's members are Ken Ettliger, David Holstein, Celia Josephson and Lora Tucker. The term is an annual commitment which is renewed in January.

COMMITTEE ON SHARED MINISTRY REPORT

The Committee on Shared Ministry Report -2022

The Committee on Shared Ministry meets once a month. The members of the Committee are Ken Dorph, David Holstein and Martha Potter. Rev. Kimberly Quinn Johnson also attends these meetings. Martha Potter is chair.

Our mission is to oversee the congregation's ministry.

We began this year presenting suggestions to the Board for more effective communication and leadership. This followed interviews with leaders of the congregation including members of the last three boards. This included ways to empower leaders by opening better pathways to communication and more inclusive decision-making and ways to mentor new leaders.

Our major focus this year was to create an assessment of the congregation and the minister. This will be distributed when Rev. Kimberly returns from her sabbatical and includes assessment of worship, spiritual development, care and connection, leadership, and social justice.

We have worked at keeping lines of communication open during Reverend Kimberly's sabbatical by reaching out in the Weekly Bulletin and playing an active role on decision making committees. Martha has worked with the Covid Response team, the Sabbatical team, and the Bylaws committee. David has attended Board meetings and written updates for the weekly bulletin. Ken has worked with the Religious Education Team.

A change in the bylaws has established term limits for members of the Committee on Shared Ministry. Each member will be appointed for a 3-year term for a maximum of two consecutive terms. Martha will be leaving the Committee on Shared Ministry this year.

BUILDINGS AND GROUNDS COMMITTEE REPORT

Buildings & Grounds Report for FY 7/21 - 6/22

Below are listed the major issues addressed - of course there were many "smaller" issues that are just business as usual at the UU. Many done with a little help from my friends Mark Potter and Tip Brolin:

1) Preparations to bring the lower level and all grounds up to the (very) exacting standards of renter Aaron/Shine School, including

- grounds cleanup/maintenance, particularly weeding of the lower level playground and parking lot and clearing of debris in front of west side wall and windows (w Anthea)

- power washing of the concrete retaining walls, both sides of the wooden picket fence and all retained playground equipment (w Ingrid)

- repair of the east side keypad door, acquisition/installation of a new dehumidifier in the storage room, repair/setup of double entry doors to prop open and disarm latch when desired

- repair and bulb replacement of classroom and hallway overhead lights

- repair of parking lot low voltage lights and upper level overhead security lights

2) Reconstruction of 48' long triple 2"x10" header supporting overhead east walkway - it could have potentially collapsed! (This was necessitated because the original UU contractor 16 years ago used untreated lumber. The rest of the walkway is made of treated lumber and is still in good shape.) I also had a complete termite inspection done to guarantee those critters were not part of this problem - **building is termite free!** This work was performed by Colin Hoogerweft.

3) Winter nor'easter roof runoff overwhelmed gutter/leader system resulting in water penetration of lower east side foundation, potentially flooding lower hallway floor near double doors. Black mold was also found on lower sheetrock and base moldings, a result of previous incursions. (If we can keep interior structure bone dry this mold should not be a problem in future.)

East roof gutter/leader system doubled in capacity (thank you global warming) with new center leader added to relieve pressure on end leaders. An additional gutter and leader system to accommodate nor'easter rain striking and running down east wall, as well as accepting center leader water from roof, was installed. It drains behind south concrete retaining wall, keeping all water away from east foundation This work was performed by Colin Hoogerweft.

In addition, to guarantee east foundation stays bone dry in front of double doors, I pitched and screwed a 3/8" 4'x8' sheet of AZAK up 10' into the walkway joists above, with its own gutter and leader system taking water away from the foundation and double doors.

4) Reconstruction, reinforcement and anchoring into parking lot of gardeners utility shed after it was dismembered and scattered by mini-wind storm event (w help from gardeners). Planned addition of a "permanent" hose attachment to garden watering setup. (Implement on Earth Day.)

5) Resolving reverberation problem in sanctuary, which makes it difficult for those with some hearing impairment to hear sermons or even engage in conversations.

After studying problem, I have concluded that steps most likely to resolve problem are to roll out our existing rugs on sanctuary floor in front of podium and, more significantly, invest ~\$5k in 2" sound absorbing panels on all Sheetrocked areas of both east and west sanctuary walls. All design work and color selection is complete. (If this proves insufficient, I have additional ideas for remediation.)

However, this project is now on hold due to the specter of #6 now hanging cover our heads....

6) Renter Aaron is getting increasingly possessive of the downstairs bathrooms and is really pushing back on our occasional use, say during Sunday service when the upstairs bathroom is in use. Ingrid and I have always made it clear that he **MUST** share these bathrooms when we really need them.

This discussion with Aaron is ongoing.

However one resolution may be that we end up carving out a second bathroom on the first floor, though Aaron will be paying for half of this investment. (He just doesn't know this yet□)

So either #5 or #6 will happen this FY, but probably not both.

Respectfully submitted,

Gerry B, the B&G guy

PROPOSED CHANGES TO BYLAWS

UNITARIAN UNIVERSALIST CONGREGATION OF THE SOUTH FORK, INC

Proposed changes to Bylaws for action at June 12, 2022 Annual Meeting

(additions in bold; deletions in strikethrough)

1. NAME

The name of this religious organization shall be Unitarian Universalist Congregation of the South Fork, Inc. (UUCSF).

2. ~~PURPOSE~~ MISSION

We are a spiritual community. We honor every individual's search for truth and meaning. We act against exclusion, oppression and violence. We nurture the health of the earth. We strive for peace in our hearts and in the world around us. When fear strikes, we ~~stand on the side of~~ **with** love.

3. MEMBERSHIP

- 3.1. Any person 13 years of age or older, who is in sympathy with its purposes, has signed the membership book, and makes an annual contribution of record, may become a member of the Congregation. The right to vote commences 30 days after a member signs the membership book. A current Board member must witness the new member's signing of the membership book. Membership is open to anyone whose beliefs are in accord with Unitarian Universalist Principles and Purposes.
- 3.2. Members may resign their membership by written request to the Secretary of the Congregation. Members who make no contribution of record for two successive years will be withdrawn from membership when approved by the Board of Trustees.
- 3.3. Another category of participation in the Congregation is that of "contributing friends". Contributing friends are individuals who participate in the life of the Congregation and make an annual contribution of record to the Congregation.

4. DENOMINATIONAL AFFILIATION

This Congregation is a member of the Unitarian Universalist Association of Congregations, the Central-East Regional Group (CERG) of the Unitarian Universalist Association, and also the Long Island Area Council (LIAC) of UU Congregations. It is the intention of this Congregation to make annual financial contributions equal to its full Fair Share as determined by the Association, CERG, and LIAC.

5. ~~MEETINGS~~ BUSINESS MEETINGS OF THE CONGREGATION

- 5.1. The Annual Business Meeting shall be held each year in May or June, at a time and place to be fixed by the Board of Trustees, to elect Trustees, officers, and committee Chairs to fill any vacancies and approve an annual budget. Other agenda items may be added at the discretion of the Board of Trustees.
- 5.2. Other business meetings may be called by vote of the Board of Trustees or by petition of 15% of the voting members of the Congregation.

- 5.3. Members of the Congregation shall be notified at least 14 days prior to any business meeting of the place, time and agenda of the meeting. Between business meetings of the Congregation, the Board of Trustees shall act on behalf of the Congregation in all matters of business.
- 5.4. **Except as provided in the next article, a** quorum shall be 40% of the whole membership, and a simple majority of members present and voting shall be sufficient to adopt a motion.
- 5.5. A quorum shall be **75%** ~~50%~~ of the whole membership, with at least a three quarters majority of members present and voting ~~shall be required~~ to adopt a motion regarding:
 1. Purchase, sale, or mortgaging of real estate.
 2. Change in denominational affiliation.
 3. Dissolution of the congregation.
 4. Dismissal of the minister or a reduction in salary.
 5. **Alterations to this article.**
- 5.6 Proxy voting and absentee ballots are not permitted.
- 5.7 Meetings are open to the members of the Congregation, contributing friends, and to other interested parties who participate in the life of the Congregation. Nonmembers may speak but not make motions or vote. Meetings may be restricted to members of the Congregation to discuss personnel matters or to receive legal advice.

6. OFFICERS AND BOARD OF TRUSTEES

- 6.1. The Board of Trustees consists of five (5) members of the Congregation who shall be elected to hold office for two years. Officers of the Congregation, namely a President, Vice-President, Secretary, and Treasurer, shall be elected from within the Board of Trustees for a term of one year.
- 6.2. Midyear vacancies in the Board shall be filled by the Board until the next Annual Meeting, when a member shall be elected to the unfulfilled portion of the term. Trustees completing a two-year term may be re-elected for two additional consecutive two-year terms. Re-election to the Board may occur only after at least one year following the end of the person's previous Board service. Trustees may be removed by two thirds vote of the members of the Congregation present, but not less than a majority of the total membership at a meeting called for that purpose.
- 6.3. The governance of the Congregation shall be vested in the Board of Trustees which shall have general charge as to all matters not otherwise specified in these bylaws. These matters shall include management of its business and property, as well as the conduct of its business.
- 6.4. Monthly meetings of the Board of Trustees will be announced publicly at least five days in advance.

- 6.5. **Board Meetings are open to any** ~~Meetings are open to members of the Congregation, contributing friends, and other~~ interested parties who participate in the life of the Congregation. Non-members may address the Board by prior arrangement but not make motions or vote. The Board may meet in executive session at its discretion.
- 6.6. Minutes shall be kept of all meetings of the Board excluding Executive Sessions. A set of final approved minutes, signed by the Secretary of the Board, shall be kept at a place determined by the Board to be safe from loss or damage. A second set of such minutes shall be kept in the meetinghouse to be readily available to all members of the Congregation.

7. COMMITTEES

Standing committees shall be organized as specified in Article 8. The Board of Trustees may establish **and organize other** committees as required to fulfill its mission and continue its functioning. ~~Committee Chairs and members may be members or contributing friends of the Congregation. Chairs of Standing Committees will be elected at the Annual Business Meeting. Committee Chairs will select committee members from volunteers. Chairs of committees other than Standing Committees shall be appointed by the board.~~

8. STANDING COMMITTEES

8.1 NOMINATING COMMITTEE

Purpose: Nominating Committee shall present a slate of candidates for election at the Annual Meeting for the following positions: Members and Officers of the Board of Trustees and the chairs of the Finance/**Stewardship** Committee and the Buildings and Grounds Committee.

The Nominating Committee shall consist of three members of the Congregation, representative of the diversity of the Congregation, to serve for a 3-year term, with one person nominated by the Board to be elected at each Annual Meeting. The Minister of the Congregation shall serve on the Committee but not vote. Should a position on the Nominating Committee become vacant during the year, the Board will select a replacement. At its first meeting, commencing at least four months prior to the Annual Meeting of the Congregation, the committee shall elect one of its members to serve as Chair. The Committee shall deliver its nominations to the Board at least two months prior to the Annual Meeting.

8.2 FINANCE/STEWARDSHIP COMMITTEE

Purpose: The Committee's scope encompasses **fund raising, stewardship**, maintaining the financial records of the Congregation, **long-term financial planning**, and assisting in the annual budget process.

The Finance/**Stewardship** Committee shall **include, at a minimum, three individuals: the Treasurer,** ~~be composed of members or contributing friends of the Congregation,~~

~~one of whom shall be the Treasurer,~~ who may vote but who shall not serve as a **co-Chair; a Finance co-Chair; and a Stewardship co-Chair. The two co-Chairs shall be elected by the Congregation for terms of one year, with no limit on the number of renewals.**

~~the chair. The other committee members shall be proposed by the Nominating Committee subject to election by the Congregation at the Annual Meeting. All terms shall be for three years.~~

8.3 COMMITTEE ON SHARED MINISTRY

Purpose: The Committee focuses on all aspects of the congregation's ministry, including professional leadership, music, social justice, religious education and pastoral care to ensure its ministries are serving its mission and vision. At times it may be called upon to mediate discussion regarding the relationship between the Minister and the Congregation.

The Committee on Ministry shall be composed of three members, **each serving for a three-year term. Members may be reappointed for one additional three-year term, serving a maximum of six years. The terms will be staggered. New members to the Committee are jointly appointed by the Board and the Minister.**

~~one selected by the Minister, one by the Board, and the third member by the other two members.~~

8.4 WORSHIP COMMITTEE

Purpose: The Worship Committee works with the minister to develop and present worship services to support the spiritual life of the congregation. The committee assists in developing worship themes, coordinating music, and coordinating lay and guest speakers for worship.

Members of the worship committee are selected by the minister **and members of the Committee. The Minister** who acts as chair. ~~Members of the worship committee may serve as Worship Associates, assisting in the Sunday service.~~

8.5 BUILDING AND GROUNDS

Purpose: The Building and Grounds Committee addresses all activities associated with the operation, maintenance, safety and security of the meetinghouse, grounds, furnishings and equipment owned by the congregation. It may review requests regarding repair and maintenance and determine what, if any, action should be taken. When funds are needed for expenditures beyond the approved budget, the Committee will submit a request to the Board of Trustees for assistance.

9. MINISTER

9.1 The Minister and the members of the Congregation share the responsibility for the spiritual life of the congregation and its activities. The Minister shall be responsible for the conduct of worship within the Congregation and the Congregation's spiritual interests and affairs. The Minister shall have freedom of the pulpit as well as **be a**

member, without vote², of the Board of Trustees and all committees and task forces except the Ministerial Search Committees.~~freedom to express his or her opinion outside the pulpit. The Minister shall be an ex-officio member of the Board of Trustees and Nominating Committee and shall be free to attend any committee meetings.~~

- 9.2 A Minister may be called or hired by a two-thirds vote of the membership of the Congregation at a duly called meeting of the Congregation.
- 9.3 To initiate a search for a Minister, the membership of the Congregation shall elect a committee of five members to serve as a Ministerial Search Committee, and budget funds sufficient to support the search activities.
- 9.4 The Ministerial Search Committee shall interview potential candidates for the position and recommend to the Congregation a single candidate for the Ministry.
- 9.5 A Minister who accepts such a call or offer shall serve with indefinite tenure, understanding that the Congregation and/or the Minister may sever the relationship, without cause or redress, with three months' notice.
- 9.6 Only those persons who are in good standing with the Unitarian Universalist Association Ministerial Fellowship Committee shall be considered for the position of Minister.

10. INDEMNIFICATION

The Congregation shall indemnify any person who is or was an employee, agent, representative, member of the Board of Trustees, or Committee member of the UUCSF against any liability asserted against such person and incurred in the course and scope of his or her duties or functions within the UUCSF to the maximum extent allowable by law, provided the person acted in good faith and did not engage in an act or omission that is intentional, willfully or wantonly negligent, or done with conscious indifference or reckless disregard for the safety of others. The provisions of this paragraph shall not be deemed exclusive of any other rights to which such person may be entitled under any bylaw, agreement, insurance policy, vote of members or otherwise.

11. FISCAL YEAR

The fiscal year of the Congregation shall be July 1st to June 30th.

12. DISSOLUTION

Should this Congregation cease to function and the membership to disband, any assets of the Congregation will be transferred to the Unitarian Universalist Association of Congregations for its general purposes. This transfer is to be made in full compliance with applicable laws.

13. AMENDMENT

These bylaws may be amended in whole or part by a three quarters majority of those voting at a meeting of the membership duly called for that purpose at which a quorum is

² To resolve question and make bylaws consistent with Minister's contract.

present. The text of all amendments must be included in the notice of meeting. All bylaw amendments shall take effect at the close of the meeting in which they are enacted.

~~14. ENDOWMENT FUND~~

~~14.1 Whenever the Board determines that the UUCSF is holding cash in excess of its expected near-term needs, it shall establish an Investment Advisory Committee (IAC). The IAC shall advise the Board on investment options.~~

~~14.2 After considering the advice of the IAC, the Board may elect to establish an Investment Fund separate from the usual bank accounts. The IAC will perform the day-to-day management of this fund under guidelines proposed by the IAC and approved by the Board.~~

~~14.3 The purpose of the Investment Fund shall be to provide income for programs and capital improvements.~~