

UNITARIAN UNIVERSALIST CONGREGATION OF THE SOUTH FORK, INC

(including Board-approved changes as of 1/13/22)

1. NAME

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

0. 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 side with love.

0. MEMBERSHIP

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.
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 Members who make no contribution of record for two successive years will be withdrawn from membership when approved by the Board of Trustees.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. 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.

0. 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.

0. BUSINESS MEETINGS OF THE CONGREGATION

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.
2. Other business meetings may be called by vote of the Board of Trustees or by petition of 15% of the members of the Congregation.
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.

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. A quorum shall be 75% of the whole membership, with at least a three quarters majority of members present and voting, to adopt a motion regarding:

Purchase, sale, or mortgaging of real estate.

Change in denominational affiliation.

Dissolution of the congregation.

Dismissal of the minister or a reduction in salary.

Alterations to this article.

0. Proxy voting and absentee ballots are not permitted.

0. Meetings are open to the members of the Congregation 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.

0. OFFICERS AND BOARD OF TRUSTEES

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 by the Congregation from within the Board of Trustees for a term of one year.
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 a 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.
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.
4. Monthly meetings of the Board of Trustees will be announced publicly at least five days in advance.
5. Board Meetings are open to any 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. 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.

0. 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 the mission of the Congregation and continue its functioning.

8. STANDING COMMITTEES

8.1 NOMINATING COMMITTEE

Purpose: The 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, maintaining the financial records of the Congregation, long-term financial planning, and assisting in the annual budget process.

The Finance/Stewardship Committee shall 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.

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 Shared 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.

A member of the Committee on Shared Ministry shall not serve on the Board of Trustees.

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 acts as chair.

8.5 BUILDING AND GROUNDS COMMITTEE

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. The Building and Grounds Chair shall be elected by the Congregation at the Annual Meeting for a term of one year.

0. MINISTER

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 vote, of the Board of Trustees and all committees and task forces except the Ministerial Search Committees.
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.
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.
4. The Ministerial Search Committee shall interview potential candidates for the position and recommend to the Congregation a single candidate for the Ministry.
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.
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.

0. 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.

0. FISCAL YEAR

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

0. 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.

0. 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 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.

(Article 14, INVESTMENT FUND, has been deleted.)