

UDUUF BY-LAWS
Last revision 8/3/2014

1. Article I: Name
 - a. The name of this religious society shall be the Upper Delaware Unitarian Universalist Fellowship.
2. Article II: Purpose
 - a. The purpose of this fellowship is to affirm and promote:
 - i. The inherent worth and dignity of every person;
 - ii. Justice, equity and compassion in human relations;
 - iii. Acceptance of one another and encouragement to individual spiritual growth in our congregation;
 - iv. A free and responsible search for truth, meaning and self enlightenment;
 - vi. The goal of world community with peace, liberty and justice for all; and
 - vii. Respect for the interdependent web of all existence of which we are all a part.
3. Article III: Membership
 - a. Any person who is in sympathy with the purposes and programs of the Fellowship and the principles and purposes of the Unitarian Universalist Association shall be eligible for membership. Prior to membership, an applicant should consult with the minister, or member of the Board of Directors, about the heritage and principles of Unitarian Universalism and the responsibilities of commitment to the congregation
 - b. A person may become a member by:
 - Signing the membership book.
 - Pledging financial support of the Fellowship in the form of an annual pledge.(Article III Revised June 2009.)
 - c. The Fellowship welcomes all people without regard to race, color, sex, disability, affectional or sexual orientation, age, or national origin.
4. Article IV: Denominational Affiliation
 - a. This fellowship shall be a member of the Unitarian Universalist Association and the NY Metro District. It is the intention of the fellowship to make annual financial contributions equal to its full share as determined by the Association and the District.
5. Article V: Meetings
 - a. The dates of regular non-business meetings of the congregation shall be determined by the congregation itself, or by any person or persons so designated.
 - b. The annual business meeting shall be held each year in the month of January at such time and place as determined by the Board of Directors. (Revised Jan 2013). A quorum, consisting of 1/5th of the membership, shall be necessary to conduct business. Notice of this meeting, together with the proposed annual budget, agenda and items submitted for voting, will be sent to all members at least two weeks prior to the meeting.
6. Article VI: Board of Directors (amended August 2014)
 - a. At each annual meeting a Board of Directors shall be elected after nominations have been received from the membership.

b. The Board shall consist of a President, Vice-President, Secretary and Treasurer – and three members-at-large. The Chairperson of the Service Planning Committee shall serve as a non-elected member-at-large. Two other members-at-large shall hold office for two years, after which an interim appointment can be made by the Board with changes ratified at the next annual meeting.

c. The duties of these persons are as follows:

1. The President shall chair business meetings, moderate meetings as the need arises and serve as the spokesperson for the Fellowship.
2. The Vice President shall serve in the absence of the President or the Treasurer.
3. The Secretary shall keep minutes of all business meetings and oversee the handling of correspondence and press releases.
4. The Treasurer shall be responsible for collecting, recording and disbursing the Fellowship's finances.

d. Together these officers and members-at-large shall constitute the Board of Directors, which shall have general charge of the property of the Fellowship and the conduct of all business affairs and the control of its administration, including the appointment of such committees as it may deem necessary. It shall fill vacancies with persons who shall serve until the next annual meeting.

e. The current expenses of the Fellowship shall be based on an annual budget, prepared at the direction of the Board of Directors and approved by the membership at the annual meeting.

f. The Board of Directors shall meet regularly as often as it determines necessary. A quorum shall consist of one more than half of its present members. All meetings shall be open to the congregation (i.e., members & friends) for attendance and participation (not to include voting).

7. Article VII: Professional Staff

a. Whenever a majority of members think it desirable, the fellowship may employ a minister or other professional staff person, either part of full time. Job descriptions for each position shall be attached to the by-laws.

8. Article VIII: Fiscal Year

a. The fiscal year shall end on Dec 31st. (Revised Jan 2013)

9. Article IX: Amendments

a. These by-laws may be amended or replaced at any meeting of the fellowship by a two-thirds vote of those present and voting. Notice of any proposed change shall be contained in a meeting notice, which shall be distributed to members two weeks before the meeting.

10. Article X: Dissolution

a. Should this fellowship cease to function and the membership vote to disband, any remaining assets of the fellowship will be transferred to the Unitarian Universalist Association for its general purposes.

Bylaws amended in June, 2004, June 2009, Jan 2014, August 2014 (“Executive Committee” changed to “Board of Directors” and Article VI amended)