

# **UNITY OF TRAVERSE CITY**

## **BYLAWS**

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# **UNITY OF TRAVERSE CITY**

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## UNITY OF TRAVERSE CITY

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# BYLAWS

### **ARTICLE I: NAME**

**Section 1.** This Church shall be known as Unity of Traverse City hereafter referred to, in this document, as the Church. The Church is incorporated under Michigan Law as a Michigan ecclesiastical corporation with its principle office located in the County of Grand Traverse, State of Michigan or at such other place within the State of Michigan as the Board of Trustees may designate. Records of membership, finances, donation, corporate minutes, and other records required by law or as designated by the Board of Trustees shall be maintained at the principal office of the corporation. Confidential documents are available only for use by the Minister(s), Board members, or designated professional staff. Other documents are available to active members upon request.

**Section 2.** The Association of Unity Churches, Inc. [DBA and hereafter referred to as Unity Worldwide Ministries] is a nonprofit corporation organized and existing under the laws of the state of Georgia with headquarters at Lee's Summit, Missouri, hereinafter referred to as Unity Worldwide Ministries [UWM]. The Church is a member of UWM.

### **ARTICLE II: PURPOSE**

**Section 1.** The purpose of this Church is to teach the Truth of Jesus the Christ as interpreted by Unity School of Christianity and approved by UWM. In the accomplishment of this purpose, the Church shall endeavor to conduct services of worship, classes of instruction, and adopt other means that in the judgment of the Senior Minister will further the principles of practical Christianity among mankind.

**Section 2.** The operation and conduct of this Church shall comply with the regulations and policies of UWM as outlined in UWM's Bylaws, insofar as they do not conflict with the laws of the State of Michigan.

**2.1 Leadership.** This Ministry shall have as its leader an ordained Unity Minister(s), licensed Unity Minister(s), or Unity Licensed Teacher approved by UWM as specified in Article IV, Section 2.3.

**2.2 Teachings.** The principles of practical Christianity shall be taught through this ministry using methods, textbooks, literature and other materials approved by UWM.

**2.3 Mailings.** Copies of all printed matter mailed by this Church to its membership shall be kept on file and mailed to the Director of Ministry Services of UWM upon request.

**2.4 Reports.** As Administrative Director(s) of this Church, the Senior Minister will make annual reports to UWM on forms supplied by UWM.

## **ARTICLE III: MEMBERSHIP**

**Section 1. Qualifications.** A member of the Church shall endeavor to live in accord with the Jesus the Christ principles of love and truth as taught by Unity. A member shall further the work of this ministry through active interest, love and support.

**Section 2. Election of members.** Upon successfully completing the new membership criteria adopted by the Board of Trustees in Article IV Government, section 3.6, anyone desiring membership in the Church shall file an application for membership card with the Church office. Upon a majority affirmative vote of the Board of Trustees present and voting at the next regular or special board meeting, the applicant will become a member of the Church. A registry of current members shall be maintained at the Church office. All staff Ministers and Licensed Unity Teachers are considered members of this Church.

### **Section 3. Terms of membership.**

**3.1 Tenure.** A member shall retain membership until he or she voluntarily terminates said membership, has died, or until such time as a member becomes inactive. To voluntarily terminate membership, the member shall notify the Church in writing of his/her desire to terminate membership. Furthermore, it shall be assumed that membership has been voluntarily terminated when there has been no known communication or participation by the member for a period of at least one year.

**3.2 Removal of Membership for Cause.** A member may be removed “for cause” by the Board of Trustees. “For cause” means any significant violation of the guidelines pertaining to Membership, as identified in these by-laws. Prior to any vote concerning removal, the member in question must be notified by certified mail, sent to his/her last known address, at least 10 days prior to the Board of Trustees meeting. Such notice must include a summary of the reason(s) for such removal, the date, time, and place of the meeting and that the Member will have a chance to respond to the removal request. A 2/3 vote of the full Board of Trustees shall be required for the removal of membership. However, no such removal shall be allowed if the Senior Minister, or Co-Ministers, are not in favor of it.

### **3.3 Reinstatement of Membership.**

- a. Requests for reinstatement of a terminated membership shall be made in accordance with current Board policy.

b. Appeals to termination of membership will be made as follows:

A terminated member may appeal the termination to the Senior Minister, who may reverse the termination of membership. If the Senior Minister declines to reinstate the membership, a written appeal may be submitted to the Board of Trustees. The appeal will be considered by the Board and a decision rendered within 45 days of receipt of the appeal.

**Section 4. Powers of Members.** Members of the Church shall have the power to do the following:

4.1 Vote at any membership meeting in accordance with Section 5 of this Article.

4.2 Elect members to the Board of Trustees as specified in Article V.

4.3 Vote to accept or reject the Bylaws of this Ministry or any amendments thereto as specified in Article VIII.

4.4 Vote on all questions of sale or pledge of real property owned and used in the operation of this Ministry. A seventy-five percent (75%) affirmative vote of those present and voting is required to approve the sale or pledge. Notwithstanding this provision, the Board of Trustees shall be allowed to refinance current existing debt in accordance with reasonable business practices and without the approval of the membership. However, such refinance must be in an amount equal to or less than the debt existing at that time.

4.5 Elect a vice-chairperson to serve on the Nominating Committee as specified in Article V, Section 2.2 (a).

4.6 Call a special membership meeting when the affairs of this Ministry warrant such action as specified in Section 5.2 (c) of this Article.

4.7 Vote to override any action of the Board of Trustees providing it is communicated to the membership in writing ten (10) days or more prior to the subsequent meeting of the membership. A seventy-five percent (75%) affirmative vote, a quorum being present, is required to override the Board action.

4.8 Vote for the removal of any Trustee from office in accordance with Article IV, Section 3.3 (d).

4.9 Vote on any matters officially brought to the attention of the membership.

4.10 Offer suggestions to the Minister(s) or Board of Trustees as may seem advisable for the good of this Ministry.

**4.11** Vote to terminate the employment of the Senior Minister as specified in **Section 5.2 (c)** of this Article.

**4.12** Vote to approve proposed amendments to the fiscal year budget that would exceed the authority of the board of trustees as specified in **Article IV, Section 3.6 (s)**

**4.13** View official records of the Church with the exception of Confidential Information. Confidential Information includes, but is not limited to, personnel records, spiritual counseling data, prayer information, and contribution records.

## **Section 5. Meetings and quorum.**

**5.1 Annual Membership Meeting.** The annual membership meeting of the Church shall be held at its official headquarters during the month of February on the day and time designated by the Senior Minister and the Board of Trustees.

**5.2 Special Membership Meetings.** Any time the affairs of this ministry warrant, a special membership meeting may be called by:

- a. The Senior Minister
- b. A majority of the Board of Trustees
- c. The membership - By the submission of a petition signed by twenty-five percent (25%) or more of the members.

When a membership petition is submitted, the Board shall, within thirty (30) days, call the meeting on behalf of the petitioning members. If the Board does not respond within the stated time limit, the membership shall elect a representative who shall contact UWM with their petition. A duly authorized representative of UWM will schedule, determine the agenda, and preside at a specially called membership meeting to resolve the issue. The purpose(s) for the special meeting shall be stated both in the written request and the written notice to the membership. Business conducted at the special meeting shall be limited to the pre-stated purpose(s).

**5.3 Written Notice.** Written notice stating the date, time and place shall be posted on the Church bulletin board, and otherwise communicated to the membership as determined by the policy then in effect, at least ten (10) days before any membership meeting.

**5.4 Quorum.** Twenty five percent (25%) of the membership of record at the time of mailing of written notices shall constitute a quorum at any membership meeting which has been properly called in accordance with these Bylaws.

**5.5 Participation.** The right to speak in debate, to make motions, and to vote during membership meetings shall be restricted to those members who were admitted to membership at least sixty (60) days prior to the date of the annual meeting and are

physically present or attending by electronic means. The right of other persons to speak during membership meetings may be extended by the presiding officer or by a two-thirds (2/3rds) vote. UWM's representative(s) have a right to speak when they are at the meeting.

**5.6 Voting.** Voting is restricted to the members of the Church with each member entitled to one vote in person. A vote of a majority of the members present and voting shall be required for approval or disapproval of the action being voted upon. Amendments to these Bylaws are an exception as specified in **Article VIII**. Other exceptions are the sale or pledge of real property owned and used as specified in **Article III, Section 4.4**, and a vote to override any action of the Board of Trustees as specified in **Article III, Section 4.7**.

**5.7 Prayer.** In any membership meeting, the President, the Minister(s), the UWM representative or any member may request that action on an item of business be suspended while the membership enters into a time of prayers on the issue. Upon such request the President shall provide a period of silent prayer.

## **ARTICLE IV: GOVERNMENT**

### **Section 1. Governance and Administration.**

**1.1 Governance.** The governance of the Church shall be vested to the Board of Trustees elected from the membership and the Senior Minister.

**1.2 Administration.** The Senior Minister is the Administrative Director of the Church and is responsible for the complete functioning of this ministry.

### **Section 2. Minister(s).**

#### **a) Senior Minister**

**2.1 Duties.** As the Spiritual Leader, the Senior Minister shall be responsible for the scheduling, conduct, and content of services, classes, and all other activities that further the purpose of this ministry as specified in **Article II**. As Administrative Director, the Senior Minister shall be:

- a. Responsible for the complete functioning of this ministry.
- b. A voting member of the Board of Trustees on all matters except the Senior Minister's employment, performance evaluation, salary and benefits or that of the Senior Minister's successor.
- c. A member of all committees and ministerial teams.
- d. Authorized to employ all staff personnel of this Church, and set and approve their salaries and benefits in accordance with Board governance policies.
- e. Responsible for developing and implementing procedures to carry out the policies approved by the Board of Trustees

**2.2 Compensation.** The compensation of the Senior Minister shall be fixed by agreement between the Senior Minister and the Board of Trustees.

**2.3 Vacancy.** Should a vacancy occur in the office of Senior Minister, the Board of Trustees shall communicate with the Director of Ministry Services of UWM and request a list of ministerial candidates. The Board will invite candidates to speak to the membership. The Senior Minister(s) shall be assigned by UWM upon approval of the Board.

**b) Associate and/or Assistant Ministers**

Associate and/or Assistant Ministers will be duly licensed or ordained Unity Ministers.

**2.1 Selection and Reporting** Associate and/or Assistant Ministers may be hired by the Senior Minister with the approval of the Board of Trustees and will report to the Senior Minister. In the absence of a Senior Minister, Associate and Assistant Ministers will report to the Board of Trustees.

**2.2 Duties** The Associate and/or Assistant Ministers will perform the duties and fulfill the responsibilities assigned to them by the Senior Minister.

**2.3 Terms of Employment** The terms of employment, including compensation, of the Associate and/or Assistant Ministers shall be fixed by agreement between the Minister and the Senior Minister, as ratified by the Board of Trustees.

**Section 3. Board of Trustees.**

**3.1 Composition.** The Board of Trustees shall consist of the Senior Minister and the four (4) Trustees elected from the membership of the Church.

**3.2 Terms of Office.** Each elected Trustee shall hold office for two (2) years, or until the office is vacated in accordance with ARTICLE IV, Section 3.3. The term of office begins at the close of the annual membership meeting at which the Trustee is elected. The term of two (2) elected Trustees shall expire annually and their offices shall be filled at the annual membership meeting in accordance with Article V. An elected Trustee shall not serve more than two (2) consecutive terms of two (2) years each (or a total of four consecutive years and 11 months if the person was first appointed by the Board to complete an unexpired term) without an interval of one (1) year between terms.

- a. No active Licensed Unity Teacher or individual who is an employee of the Church (with the exception of the minister/ministers), or family member, relative, or domestic partner of an individual who is an employee of the Church, may serve on the Board of Trustees.
- b. Family members, relatives, or domestic partners shall not serve concurrently as Trustees.
- c. As a general practice, Board members (with the exception of the Senior Minister) may not receive compensation from the Church. However,

exceptions may be made on a case by case basis by approval of the Board of Trustees. It is understood and agreed that any affected member of the Board will be recused from all discussions pertaining to their request to receive compensation from the Church for any services to be rendered.

Compensation should not be construed to include expenses incurred on behalf of the Church that have been approved by the Senior Minister and/or Board of Trustees. Household members of a Board member are not restricted from receiving compensation from the Church, provided the Board votes to waive any potential conflict of interest created thereby.

**3.3 Vacancy.** The office of a Trustee may be vacated by any of the following means:

- a. A Trustee may resign at any time by giving notice to the Board. Such resignation shall take effect at the time received by the Board unless otherwise specified. No acceptance of such resignation shall be necessary to make it effective.
- b. A majority vote of the Board for the removal of a Trustee due to absences from three (3) or more successive regular Board meetings. Absences may be excused by the Board upon written request.
- c. A majority vote of the Board for the removal of a Trustee because of failure to fulfill the duties of office as specified in Section 3.6.
- d. A majority vote of the membership for the removal of a Trustee because of failure to fulfill the duties of office as specified in Article III, Section 4.8.

**3.4 Replacement.** Should a vacancy occur on the Board of Trustees, the Board shall proceed to fill the vacancy by ballot at the next regular meeting or by calling a special meeting. Replacement Trustees shall meet the same qualifications as regularly elected Board Members. A majority vote of the Board of Trustees present shall be required to appoint the replacement Trustee(s). Unless otherwise elected in accordance with these bylaws, the newly board-appointed Trustee(s) shall serve until the adjournment of the next annual membership meeting.

If the period of service of a newly appointed replacement Trustee(s) is less than  $\frac{1}{2}$  half of the board term (2 years), then the replacement individual will be eligible to be elected to a new two-year term of service, plus an additional two-year term of service as provided for in Article IV, Section 3, Item 3.2.

**3.5 Prayer.** It is important that in addition to adhering to the normal procedure for legal functioning set forth in these Bylaws, the spiritual principles taught by Unity be utilized in the handling of decisions before the Board of Trustees. During the discussion of any item of business, any Trustee may request time for prayer about the issue. Upon request the President shall provide a period of silent prayer.

- 3.6 Duties.** As representatives of the membership, the Board of Trustees shall:
- a. Uphold the spiritual purpose of this Church as stated in **Article II**.
  - b. Uphold the highest interest of the membership in conducting the business of this Church.
  - c. Be conversant with these Bylaws.
  - d. Attend and actively participate in services, membership meetings, Board meetings and ongoing Board education programs of this Church.
  - e. Make determination of the business needs of this Church and authorize payment of monies for those purposes subject to item "t" below.
  - f. Administer the property of this Church, both real and personal, subject to the requirements of **Article III, Section 4.4**.
  - g. Make determination on the sale or pledge of personal Church property.
  - h. Set dates for the fiscal year.
  - i. Cause to be prepared each year a complete financial statement with disclosures that will set forth the financial conditions and operations of the ministry.
  - j. Have a qualified accountant audit the financial records of this Church if determined by a majority vote of the Board of Trustees.
  - k. When deemed advisable, secure a fidelity bond for the Treasurer.
  - l. Adopt criteria for new member applicants (in accordance with **Article IV: Government, Section 3.7 Policy Implementation**) and vote on acceptance of applicants for memberships in accordance with **Article III, Section 2**.
  - m. Act to fill the vacancy of any Trustee in accordance with **Section 3.4 of this Article**.
  - n. Elect officers of the Board in accordance with **Article IV, Section 4** of these Bylaws.
  - o. Contact the Trustee of Ministry Services of UWM for aid in resolution of all matters concerning the Senior Minister's services which cannot otherwise be reasonably resolved.
  - p. Take such actions brought to their attention by the Senior Minister, other Trustees or the membership as may be deemed necessary for the best interest of this ministry.
  - q. Authorize the employment of the Senior Minister and negotiate with and approve the Senior Minister(s)'s salary and compensation package.
  - r. Elect one (1) of its Trustees to serve on the Nominating Committee.
  - s. Cause to be created and approve an operating budget for each fiscal year. The operating expenses in the budget shall not exceed the prior year's operating income by more than 3%.

If, during the fiscal year, the board of trustees wishes to amend the budgeted operating expenses to an amount greater than 3% of the prior year's operating income, it must be presented to the membership for vote and approval at a special membership meeting called in accordance with these bylaws.

It is understood and agreed that funded expenses will not be considered part of the operating budget expenses. Examples of funded expenses include, but are not limited to, group study materials, training program fees, wedding officiate honorariums, and other like expenses.

- t. Keep or cause to be kept an accurate record of gifts to the ministry; acknowledge in writing, contributions to the ministry; and issue necessary 1099 and W-2 forms in compliance with Internal Revenue Service regulations.
- u. Keep the membership listing of the Church updated and current by reviewing (or causing to be reviewed) the membership listing no less than once per year. This will be done in order to determine which members included on the membership rolls of the Church have not participated or communicated with the Church for at least one year, as well to determine if any member(s) is now deceased. All such members will be removed from the membership rolls of the Church and the updated membership listing used for the purposes of determining quorums as required.

**3.7 Policy Implementation.** The Board of Trustees shall have the authority to develop and implement policies governing the orderly business of the Church. A policy resulting from this authority shall not be in conflict with or supersede these Bylaws. Such policies shall be the result of a majority vote of the Board, when a quorum is present, and shall appear as a policy in the same form as found in the approved minutes of the Board. Policies shall be made available in written or electronic form to the membership for review upon request.

**3.8 Regular Board Meetings.** The regular business meetings of the Board shall be held at the Church or a place designated by the Board.

**3.9 Special Board Meetings.** Special meetings of the Board shall be called by the President under any of the following conditions:

- a. By request of the Senior Minister,
- b. By request of two (2) or more Trustees,
- c. As the President deems necessary.

The request shall be filed in writing with the Board Secretary. Reasonable effort must be made to notify all Trustees of any special meeting.

**3.10 Attendance at board meetings.** Trustees may attend regular and/or special meetings of the board telephonically or by other electronic means where simultaneous auditory communication is used. The board of trustees is permitted to adopt its own rules or procedures for participating in such meetings.

**3.11 Quorum.** A majority of the total number of trustees including the minister constitute a quorum for the transaction of business. Unless otherwise provided herein, the vote of a majority of the trustees present and voting shall be necessary for

approval of the action being voted upon. Should the total number of trustees, including the minister, fall below a quorum, the remaining trustees shall refer to and implement Article IV: Government, Section 3. Board of Trustees, 3.4 Replacement.

**3.12 Minister(s) Attendance.** The Senior Minister has a right to attend all Board meetings except the initial discussion of the Senior Minister's performance evaluation and the final discussion and vote regarding the Senior Minister's salary and compensation package. These discussions and votes will be held in closed session. The Senior Minister shall be notified of all special Board meetings.

**3.13 Order of Business.** The regular order of business at Board and membership meetings, unless otherwise agreed upon by the Board shall be as follows:

- a. Opening prayer.
- b. Roll call.
- c. Reading of the minutes of the previous meeting.
- d. Treasurer's report.
- e. Bills and communications.
- f. Elections.
- g. Reports of committees.
- h. Minister's report.
- i. Unfinished business.
- j. New business.
- k. Closing prayer.

**3.14 Emergency Situations.** In the case of a national emergency declared by the President of the United States, a State Emergency declared by the governor, or a local emergency as determined by two-thirds (2/3rds) vote of the local ministry trustees present and voting, the Board of Trustees is authorized to meet by electronic means and to have the full power to adjust budgets and cancel/postpone events or reschedule them as electronic meetings.

As long as the emergency lasts, the Board of Trustees may take any other emergency actions deemed helpful and necessary to assure the welfare of this ministry.

**Section 4. Officers.** Officers of the Board of Trustees shall consist of a President, Vice-President, Secretary and Treasurer.

The President for the upcoming year will be elected by the Board of Trustees at least one month prior to the annual membership meeting.

All other officers will be elected in a manner decided by the Board, at the first Board meeting, and will hold their respective offices for one year or until successors are duly elected or qualified. In the case of a vacancy in any office, the Board will elect a new Officer from among its members.

The President must have served on the Board during any period previous to the latest annual membership meeting. The Board shall change or replace officers as they choose to maintain each official position. The terms of all officers shall end at the close of the next Annual Meeting. These officers shall perform the duties prescribed by these bylaws and by the parliamentary authority adopted by the Church.

**4.1 President.** The President shall:

- a. Preside at all meetings of the membership and the Board of Trustees.
- b. Be an ex-officio member of all committees except the Nominating Committee, and Ministry teams or committees appointed according to Article VI: Committees.
- c. Sign such papers and documents, upon proper authorization as may be necessary.
- d. Appoint the parliamentarian.

**4.2 Vice-President.** The Vice-President shall:

- a. Perform all the duties of the President in the absence of the President.
- b. Become President by succession if the office of the President becomes vacant during the year. A new Vice-President shall then be elected from among the remaining Trustees to fill the remainder of the term.

**4.3 Secretary.** The Secretary shall:

- a. Keep; or cause to be kept, an accurate record of the minutes of all Board and membership meetings.
- b. Keep, or cause to be kept, an accurate record of Board policies.
- c. Hold in custody and be responsible for all reports, contracts, other legal papers, minute books, and the corporate seal, which items shall be kept in the Church office at all times, or in such other depository as prescribed by the Board.
- d. Attend to all official business required by the Board.

**4.4 Treasurer.** The Treasurer shall:

- a. Be custodian of the funds of this Church and shall pay out, or cause to be paid out, funds authorized by the Board as specified in Article IV, Section 3.6 (e).
- b. Keep; or cause to be kept, a record of all financial transaction, and submit a monthly financial report at each regular Board meeting.
- c. Submit a financial report, covering the last complete fiscal year, at the annual membership meeting.
- d. Count; or cause to be counted by the appointment of qualified persons, all funds received, and be responsible for their prompt deposit.
- e. Deposit, or cause to be deposited, the funds of this Church in the Bank or other Depository approved by the Board,
- f. Is a member of the Finance Committee.

**4.5 Secretary-Treasurer.** At the discretion of the Board of Trustees, the officers of Secretary and Treasurer may be occupied by one Trustee.

## **ARTICLE V: ELECTION OF BOARD MEMBERS**

**Section 1. Qualifications.** Any person nominated to the Board of Trustees must be an active member of the Church and shall be a person who:

- a. Desires to serve on the Board,
- b. Endeavors to live in accord with the Jesus the Christ principles of love and truth as taught by Unity,
- c. Furthering the work of Ministry through active interest, love and support,
- d. Is a sincere and continuing student of Unity, conversant with its teachings, who has demonstrated leadership capabilities, and has been a member of the Church for at least one year.
- e. Is in attendance at the annual membership meeting, or in the case of an emergency, has submitted a letter of willingness to accept election to the Board.

**Section 2. Nominating Committee.** The Nominating Committee is a congregational standing committee. Within 90 days after the annual meeting, the Nominating Committee shall meet to begin the task of identifying prospective candidates for the Board of Trustees.

**2.1** The committee will meet throughout the year and maintain a roster of qualified candidates willing to serve on the Board.

- a. When vacancies occur on the Board during the year, the nominating committee shall nominate replacement candidates to the Board to serve until the next annual meeting.
- b. At the annual meeting, the nominating committee shall nominate candidates to serve the Board.

**2.2** The Nominating Committee shall consist of four persons; as follows:

- a. Two elected non-Board members of the congregation who shall serve two year terms. One shall serve as chairperson and one as vice-chairperson.
  - i. At the annual membership meeting, and following the Board elections, the membership shall nominate and elect a vice-chairperson with the previous vice-chairperson succeeding to the office of chairperson.
  - ii. In the event of a vacancy occurring in the office of chairperson during the year, the committee vice-chairperson shall succeed to the office of committee chairperson at which time the new chairperson, the Board representative, and the Senior Minister shall select another non-Board member of the congregation to serve as vice-chairperson.
  - iii. In the event of a vacancy occurring in the office of vice-chairperson during the year, the committee chairperson, the Board representative, and the Senior Minister select another non-Board member of the congregation to serve as vice-chairperson.

- b. One member of the Board of Trustees. At the special Board meeting immediately following the annual meeting, the Board shall elect one (1) of its trustees to serve on the Nominating Committee.
- c. The Senior Minister.

**Section 3. Nominating Procedure.** As the presiding officer of the annual membership meeting, the President shall:

- 3.1 Read Article V, Section 1, just prior to the call for nominations.
- 3.2 Call upon the Chairperson of the Nominating Committee to present the committee's nominations.
- 3.3 Call for additional nominations from the floor.
- 3.4 Appoint two (2) or more tellers from the membership to count votes/ballots.

**Section 4. Election.** When only two (2) vacancies are being filled, the two (2) nominees receiving the largest number of votes shall be elected to the Board. When additional replacement candidates are being elected, the term of office will be determined by the number of votes received (i.e. the replacement candidate with the largest number of votes will be elected to the longest unexpired term).

## **ARTICLE VI: COMMITTEES**

Committees for any specific purpose, with the exception of the Nominating Committee, will be appointed by the Senior Minister and/or the Board of Trustees in cooperation with each other.

## **ARTICLE VII: PARLIAMENTARY AUTHORITY**

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall be the authority of this Church in all cases to which they are applicable and in which they are not inconsistent with these Bylaws, any special rules of order that this Church may adopt, and any State statutes.

## **ARTICLE VIII: AMENDMENT OF BYLAWS**

**Section 1.** Amendments to these Bylaws must be made by members of this Church at a legally constituted membership meeting.

**Section 2.** Proposed amendments shall originate in one of the following manners:

- a. Submission by petition of at least five members of the church. Such petition shall be delivered to the President of the Board of Trustees no later than thirty (30) days prior to the membership meeting,
- b. Submission by a duly appointed Bylaws Committee. Such proposed amendments or revisions shall be submitted to the President of the Board of Trustees no later than thirty (30) days prior to the membership meeting,
- c. Submission by a majority vote of the Board of Trustees.

**Section 3. Notification.** Written notice setting forth the proposed amendments shall be submitted to all members at least ten (10) days prior to the membership meeting at which the vote is taken.

**Section 4. Adoption of Proposed Amendments.** The adoption of proposed amendments shall require an affirmative vote of seventy-five percent (75%) of the members present and voting.

**Section 5.** These Bylaws fully supersede all previous Bylaws adopted by this Church.

## **ARTICLE IX: SEAL**

Description. The corporate seal of this Church shall include the name of this Church in a circle, which encloses the name of the city, state and date of incorporation.

## **ARTICLE X: DISSOLUTION CLAUSE**

**Section 1.** Should this Church, a Michigan ecclesiastical corporation, dissolve, all property and funds remaining after the payment of the debts of the corporation shall be delivered to UWM, a non-profit corporation organized under the laws of the State of Georgia, for religious and educational purposes. Such funds or property shall be for the use and benefit of UWM as may be determined by the Board of Trustees.

**Section 2.** Upon the re-establishment of a Unity Church or Center in Traverse City, UWM shall make available to said Church an amount of money equivalent to that received from the dissolution.

**Section 3.** Should UWM no longer exist, any assets remaining from this corporation after dissolution shall be disposed of by a court of competent jurisdiction of the county in which the principle office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said court shall determine, which are organized and operated exclusively for purposes set out under **Section 501 (c) (3) of the Internal Revenue Code** (or corresponding section of any future Federal tax code).

These Bylaws have been amended in compliance to Article VIII of these Bylaws and fully supersede all previous Bylaws adopted by this Church. The latest Amendments to these Bylaws were adopted at the Annual Membership Meeting dated February 28, 2021.

## **BOARD OF TRUSTEES - 2021/2022**

Yvonne Trudell, President

Bob White, Vice President

Libby Robold, Secretary

Brooke Borgeson-Gray, Treasurer

Rev. Eileen Stulak, Senior Minister