

October 8, 2018

To: Unity of Santa Barbara Membership

Re: Bylaws revisions

Unity Worldwide Ministries is in the process of revamping the bylaws template. Once that is completed, the UofSB bylaws team will reconvene to merge the new template with UofSB specific items. We hope to be able to present a fully revamped bylaws at the next UofSB annual membership meeting.

In the meantime, we are proposing the following changes which are designed to address some recent concerns.

1. Article III, Membership in Unity of Santa Barbara, Section 3.01, Qualifications. Remove "Family members of members...automatically become ...voting members upon their eighteenth birthday..."

Justification: all persons desiring membership should go through the same methods of attaining membership, including membership orientation classes.

2. Article III, Section 3.03 Terms of Membership, item (c) Removal from Membership. Add "for cause" and some clarification in the paragraph.

Justification: The UWM template includes "for cause".

3. Article III, Section 3.04 Powers of Active Members, item (p.3.a), hiring of the minister. Remove "The Board may decline..."

Justification: Contradicts previous statement, "Board...limited to hiring minister...affirmative advisory vote of membership."

4. Article III, Section 3.04 Powers of Active Members, item (p.3). Add (e) "If Board is unable to fill the position of minister from the qualified candidate(s) approved by the membership, a new search will be initiated followed by the process outlined above."

Justification: To help close a potential loophole which removes membership power to help select new minister.

5. Article III, Section 3.05 Membership Meetings and Quorum, item (b) Special Membership Meeting. Move "The President of the Board of Trustees" to number 2 spot and remove section regarding vacancy of minister.

Justification: Seems redundant.

6. Article III, Section 3.05 Membership Meetings and Quorum, item (g) Prayer; and Article III, Section 3.04 Powers of Active Members, item (m) Call a Heartcheck. Remove “minimum of two (2) minutes” from both areas.

Justification: Less time might suffice depending on situation and should be at discretion of spiritual leader.

7. Article VI Ministers, Section 4.01 Senior Minister(s) or Co-Ministers. Remove “Any breach...immediate dismissal...”

Justification: Redundant – Code of Ethics breach is addressed in Article V Board of Trustees, Section 5.03 Duties, item w.2 Termination of Employment of Ministers.

8. Article V Board of Trustees, Section 5.01 Structure. Change “seven Trustees” to six.

Justification: To be in alignment with current structure.

9. Article V, Section 5.03, item w.2.a (Termination of Employment of Ministers). Add “and cooperated with the procedures and guidance of UWM”; and “of the Board” to the statement.

Justification: To be in alignment with UWM and to bring clarity to who’s voting on the matter.

10. Article VII Committees, Section 7.01 Standing Committees, (b) Bylaws, item (2). Add “to ensure UofSB is in alignment with UWM policies and bylaws” and remove “including an annual review...dissolution of member churches”.

Justification: Clarify purpose and remove some redundancy.

11. Article VII Committees, Section 7.01 Standing Committees, (b) Bylaws, item (3). Add “(or any special membership meeting)”.

Justification: To all for bringing changes to membership for approval at times other than at annual meeting.

12. Article V Board of Trustees, Section 5.08 Board Meetings, item (e) Membership Notification. Change items 1 and 2 to remove specificity.

Justification: UWM guidance. “... never known of a ministry posting the board agenda.”

13. Article VI Board of Trustees – Officers, Section 6.03 Secretary, item (e). Change to remove specificity.

Justification: UWM guidance. “This is way too much detail for bylaws.”

14. Article XI Bylaws, Section 11.02, Adoption of Bylaws. Add “Special Membership Meeting”; change date and names of Board officers; and add new revised date.

15. Updated dates for “As of...” and in the headers.

Please don't hesitate to contact me with any questions or concerns.

Thank you,
Cheri Nagle
UofSB Board Member and Bylaws Chair

Below of snips of proposed changes:

Change 1

ARTICLE III
Membership in Unity of Santa Barbara SECTION 3.01 -QUALIFICATIONS

Any person(s) desiring membership in UofSB will endeavor to live in accordance with the Jesus Christ principles of Love and Truth as taught by Unity, will be governed by its Bylaws, and will further the work of this Ministry through active interest, loving participation and financial support. A member must be at least 18 years old to vote. ~~Family members of members, who are under the age of 18 years, will automatically become active voting members upon their eighteenth birthday and following a formal recognition ceremony.~~

Change 2

- (c) Removal from Membership for cause.** Removal from membership of any member whose qualifications are in question requires at least a two-thirds (2/3) affirmative vote of the entire Board of Trustees, including agreement by the Minister(s). Prior to action concerning removal, the member must be notified by mail in writing at least fifteen (15) days prior to the Board of Trustees meeting of the charges that may lead to removal of membership and thereafter be given an opportunity for a hearing before the Board. ~~and given an opportunity for a hearing before the Board.~~ The member has the option to bring the matter of removal before the membership by submitting a formal request for a special membership meeting to appeal this removal. The request will be submitted at the next scheduled Board of Trustees meeting, which will then schedule a special membership meeting for that purpose. The date of said special membership meeting will take place within 60 days of the date of submission. The membership may override the Board's action by ~~a simple~~two-thirds (2/3) majority vote of those active members in attendance.

Changes 3 and 4:

(3) The vote of the membership is advisory to the Board of Trustees, who will make the final selection of the new minister according to the following criteria:

((a)) Hiring of the minister is the responsibility of the Board. The discretion of the ~~board~~ Board as to whom to hire is limited to hiring a minister who has received a two-thirds (2/3) or more affirmative advisory vote of the membership. ~~The Board may decline any candidate.~~

((b)) A member may vote for as many candidates on the slate as they choose; therefore, more than one candidate may receive a two-thirds (2/3) or more advisory vote.

((c)) The Board selects from the candidates who have received a two-thirds (2/3) or more advisory vote.

((d)) The Board of Trustees will immediately enter into good faith negotiations with the candidate it selects.

((e)) If the Board is unable to fill the position of minister from the qualified candidate(s) approved by the membership, a new search will be initiated followed by the process outlined above.

Change 5:

(1) The senior minister or co-ministers

~~(1)~~(2) The President of The Board of Trustees

~~(2)~~(3) A majority of the Trustees of the Board

~~(3)~~(4) A petition signed by 10 active members and submitted to the Board who will call the meeting on behalf of the requesting party. The date for a special meeting called by petition will take place within 30 days of the date submission to the Board.

~~(4)~~ The President of The Board of Trustees, following a vacancy in the position of minister:

~~((a)) To discuss the qualifications and desired qualities of a new minister, incorporating the views of the membership, including but not limited to the provisions of Section 7.02 (b), into a Guiding Statement for the Search Committee.~~

~~((b)) For the purpose of election by the membership of three (3) members of the Search Committee and three (3) alternates to serve on the Search Committee.~~

~~((c)) To inform the membership regarding the process and progress of the Search Committee, and to take additional guidance from the membership regarding the search for a new minister.~~

Change 6:

(g) Prayer. In any membership meeting, the Board President, minister(s), Association Conflict Transformation Representative, or any member may request a "Heartcheck." Business will be suspended while the membership enters into a time of prayer on the issue. Upon such request, the President will call upon the minister(s) or other appropriate spiritual leader to lead the meeting in a short prayer followed by a ~~minimum of two (2) minutes of~~ silent meditation.

(m) Call a "Heartcheck" at any membership meeting or informational meeting when procedures result in a loss of spiritual unity among those attending. Upon the call for a Heartcheck, the moderator of the meeting will call upon an appropriate spiritual leader to lead the meeting in a short prayer followed by ~~a minimum of two (2) minutes of~~ silent meditation.

Change 7:

ARTICLE IV

Minister(s)

SECTION 4.01 SENIOR MINISTER(S) OR CO-MINISTERS

This ministry will employ a Senior Minister (or co-ministers) in charge of the overall functioning of the church. He/she is charged with the spiritual and administrative responsibility of this ministry and with working collaboratively with the Board of Trustees in decision making. He/she oversees the activities of lessons, classes and counseling for the five areas of a Unity ministry: teaching, Sunday lessons, healing, counseling, and fellowship. Any minister of this church is required to abide by the Minister Code of Ethics [Appendix I]; ~~any breach thereof constitutes grounds for immediate dismissal by the Board of Trustees.~~

Change 8:

ARTICLE V
Board of Trustees

SECTION 5.01 STRUCTURE

The Board of Trustees will consist of the Minister(s) and ~~six~~ **seven** Trustees elected from the active membership of UofSB.

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Change 9:

(2) Termination of Employment of Minister(s).

((a)) After a ministry and its senior minister or co-ministers have sought to reconcile differences and cooperated with the procedures and guidance of UWM ~~have sought to reconcile differences and the guidance of UWM~~, the Board of Trustees may terminate the employment of the Senior Minister or co-

of Santa Barbara ministers by a two-thirds (2/3) vote of the Board.

Bylaws As Of ~~March 2, 2014~~ September 23,

Change 10 & 11:

(b) **Bylaws Committee:** The Bylaws Committee will:

(1) Meet at least once annually.

(2) Request updates and recommended changes from UWM, to ensure UofSB is in alignment with UWM policies and bylaws, including an annual review of the policies governing the dissolution of member churches.

~~(2) —~~

(3) Prepare for presentation at the annual membership meeting (or any special membership meeting, in accordance with the requirements in Section 3.05 (b) [Special Membership Meeting]) any recommended revisions to these Bylaws.

(c) **Finance Committee:** The Finance Committee will:

(1) Review all financial records of this ministry on a regular basis not less than quarterly.

Change 12:

(e) Membership Notification.

- (1) The Membership will be kept apprised of Board meeting schedules and updates at least monthly via announcements during Sunday services and electronic media.
- ~~(4) Regular board meetings are open to membership attendance. A request to speak or offer an item to be addressed must be received by the President of the Board, or designee, at least forty-eight (48) hours prior to the meeting to allow for any adjustments to the agenda. The date, time, place, and agenda of all regular and special Board Meetings, except in the case of an emergency board meeting, will be posted in or outside of the Bookstore. Notification of and updates to Board meetings may be sent to the members of the Board via electronic media.~~
- (2)
~~(2) All such meetings will be open to membership attendance. A request to speak at a Board Meeting must be received by the President of the Board, or designee, a minimum for forty-eight (48) hours prior to the meeting to allow for any adjustments to the Agenda.~~

Change 13:

- (d) Attend to all official business required by the Board.
- (e) ~~Post minutes of each Board meeting on the Narthex bulletin board and in the Bookstore for~~Place the minutes of each Board meeting in the Ministry office for review by the membership.

Change 14:

These Bylaws, adopted at the ~~Annual-Special Membership~~ Meeting of ~~March-2October 21~~, 2018~~4~~, supersede all previous Bylaws adopted by ~~UofSB~~.

Signed:

Date:

~~James Kwako~~Mary Jo Jamagin McGrath, President

~~James Kwako~~Allison Jordan, Vice President

~~Marcelino Sepulveda~~Sarah Linares, Secretary

~~Lance Jones~~James Knight, Treasurer

Rev. Larry Schellink, Senior Minister

Approved and Adopted March 7, 2004
Revised March 6, 2005; Revised March 5, 2006;
Revised March 4, 2007; Revised March 1, 2009;
Revised March 4, 2010; Revised March 2, 2014;

Revised October 21, 2018 |