

Proposed Article V Membership Bylaw & Related New Policies

Original ByLaw (wording to be changed underlined)	Proposed ByLaw Revisions (Delete = crossout; Addition = italics)
Article V. Membership	Article V. Membership
<p>SECTION A. Qualifications</p> <p>Membership is open to any person who is in general agreement with the purpose and ministry of this church, who is at least <u>16</u> years of age or has completed the <u>East Shore Coming of Age program</u>, and who <u>has</u>:</p>	<p>SECTION A. Qualifications</p> <p>Membership is open to any person who is in general agreement with the purpose and ministry of this church, who is at least <i>14</i> years of age; or has completed the East Shore Coming of Age program, and who has:</p> <p>Rationale: People aged 14 - 24 are capable of having more responsibilities in our modern society and in the UU world. Many religious and societal benchmarks are at 14 years old. For example, Jewish transition to adulthood, coming of age as a UU rite of passage, HIPAA requirements (13yo for medical care), 14 at other UU churches per DRE offered material. People as young as 14 years old can be capable of being active members with voting rights.</p>
<p>(1) <u>Completed a prescribed orientation program;</u></p> <p>(2) <u>The financial contribution of record to the operating or capital fund for the current or previous fiscal year;</u></p> <p>(3) <u>signed the membership book.</u></p>	<p>(1) Completed a prescribed orientation program; <i>who has completed a membership program as described in written board policy;</i></p> <p>(2) The financial contribution of record to the operating or capital fund for the current or previous fiscal year; <i>wants and who indicates they will commit to fulfill member responsibilities as described in written board policy.</i></p> <p>(3) signed the membership book.</p> <p>Rationale: Times have changed to where ESUC would be more welcoming without connecting money to membership. Signing a book has become problematic. A book signing or member joining ceremony can still happen and could be required in policy. Other details of membership qualifications and responsibilities are moved to policies. See attached drafted new policy 2.22.</p>

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<p>SECTION B. MEMBERSHIP RESPONSIBILITIES</p> <p>(1) A member shall accept responsibility for the well-being of the church community through contributions of time, energy, and financial resources as able.</p>	<p>SECTION B. MEMBERSHIP RESPONSIBILITIES</p> <p>No Change</p>
<p>(2) <u>The financial contribution of record responsibility is met if the member has notified a member of the Staff Leadership Team officially notified the church, as described in policies, of financial hardship. (2016) (2021)</u></p>	<p>(2) The financial contribution of record responsibility is met if the member has notified a member of the Staff Leadership Team officially notified the church, as described in policies, of financial hardship. (2016) (2021)</p> <p>Rationale: Separate financial contribution from membership. Times have changed to where one way for ESUC to be more welcoming is to not make donating or pledging \$ a requirement of membership. DMD knows of cases where any amount of money has blocked membership.</p>
<p>(3) <u>Church members, as described in Section A, who reside together as a family may contribute financially as a single unit and each qualified member shall have the privileges of membership, including the right to cast an individual vote.</u></p>	<p>(3) Church members, as described in Section A, who reside together as a family may contribute financially as a single unit and each qualified member shall have the privileges of membership, including the right to cast an individual vote.</p> <p>Rationale: Not needed in bylaws. Youth will need to be contacted about becoming a member when they are 14 yo. See attached new Policy 2.22.</p>
<p><i>Current Bylaw</i></p> <p><u>Article IV. Non - Discrimination</u></p> <p><u>The church affirms, promotes, and celebrates the participation of all persons in its activities, including membership, programming, hiring practices, and the calling of religious professionals, without regard to race, color, sex, gender identity, disability, affectional or sexual orientation, ethnicity, national origin, age, or socioeconomic status. (2016)</u></p>	<p>Proposed New Membership Bylaw:</p> <p><i>(2) A member is expected to support the principles, values and covenants of Unitarian Universalism as well as the mission & vision of this congregation; embrace diversity in all its complexity; to oppose oppression of all kinds; and promote genuine collective care.</i></p> <p>Rationale: Remove Article IV Non-discrimination bylaw, not needed in Bylaws per WA law. UUA still recommends including a non-discrimination clause in the Membership Article. This proposed new bylaw is meant to be broader than non-discrimination. Inclusion of more specific language of</p>

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	antidiscrimination, antiracism and environmental concerns, for example, can be included in policy.
<p>SECTION C. MEMBERSHIP PRIVILEGES</p> <p>(1) Persons who have been members for at least <u>a month</u> shall enjoy the following privileges:</p>	<p>SECTION C. MEMBERSHIP PRIVILEGES</p> <p>(1) Persons who have been members for at least <u>30 days</u> a month shall enjoy the following privileges:</p> <p>Rationale: Months vary in length. "30 days" would be more precise.</p>
<p>(a) the right to vote at all Congregational Business Meetings;</p>	<p>No Change</p>
<p>(b) qualification to serve as a Trustee or Officer of the church if 18 or older with the exception of members younger than 18 (or older if Washington State law requires); and</p>	<p>(b) qualification to serve as a Trustee, <i>if 16 or older, and as an or</i> Officer of the church, if 18 or older. with the exception of members younger than 18 (or older if Washington State law requires); and</p> <p>Rationale: 18 or older for Officers is due to legal ability to sign contracts. Adding a Board member younger than 18 will require policy development that has not happened yet. No youth are currently interested in serving.</p>
<p>(c) qualification to serve as chair of any ministry team, committee, or task force.</p>	<p>No Change</p>
<p>(2) <u>Records of the church, other than pledge or personnel records, shall be open and available in the church office to any member. The Board of Trustees, by written policy, may regulate and limit access to records of pending financial transactions.</u></p>	<p>(2) Records of the church are available to members according to requirements found in RCW 24.03A.215, or its successor, and as written in board policies.</p> <p>Rationale: Appropriate for policy. See attached proposed policy 2.23.</p>

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(3) Members may attend meetings of the Board of Trustees, all ministry teams, committees, task forces, and groups conduction church business except for the following:	No Change
(a) the Board of Trustees or the Executive Committee (see Article XI, Section F) meeting in executive session, or	(a) the Board of Trustees or the Executive Committee (see Article XI, Section F) <i>when</i> meeting in executive session, or Rationale: Added 'when' for grammatical reasons
(b) meetings of certain Board committees <u>including, but not limited to, the Committee on Ministry, the Personnel Committee, the Nominating Committee, and Ministerial Search Committees, which shall be</u> that are closed as provided in committee charters approved by the Board of Trustees. (2016)	(b) meetings of certain Board committees including, but not limited to, the Committee on Ministry, the Personnel Committee, the Nominating Committee, and Ministerial Search Committees, which shall be that are closed as provided in committee charters approved by the Board of Trustees. (2016) Rationale: Names removed so future changes are not needed to update names. Names can be listed in policy. See attached proposed policy 2.22.
<p>SECTION D. MEMBERSHIP <u>ROLL</u> LIST</p> <p>Administrative offices of the church shall maintain a list of current members. The list shall be updated annually in accord with Unitarian Universalist Association requirements. The list will also be updated and available in the church office <u>2 weeks</u> before each Congregational Business Meeting. (2016) (2021)</p>	<p>SECTION D. MEMBERSHIP ROLL LIST</p> <p>Administrative offices of the church shall maintain a list of current members. The list shall be updated annually in accord with Unitarian Universalist Association requirements. The list will also be updated and available in the church office 2 weeks <i>30 days</i> before each Congregational Business Meeting. (2016) (2021)</p> <p>Rationale: 30 days is the same as eligibility for voting and is the deadline for becoming a member, and is easy to do since the membership list is electronic.</p>

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SECTION E. RESIGNATION AND REMOVAL (1) A person shall be removed from <u>the membership roll</u> :	SECTION E. RESIGNATION AND REMOVAL (1) A person shall be removed from the membership roll : Rationale: Removed excess words
(a) Upon oral or written request to the administrative offices of the church or	(a) Upon <i>their</i> oral or written request to the administrative offices of the church or Rationale: Ensures someone can't be removed by a third party.
(b) upon death; or	(b) No Change
(c) when they have ceased to fulfill the <u>qualifications of membership</u> . (2021)	(c) when they have ceased to fulfill the qualifications <i>or responsibilities</i> of membership. (2021) Note: On Pledge cards and membership status letters, people indicate whether they see themselves as a member or not. See new policy 2.22 and related procedures.
(2) <u>A person may also be removed from the membership roll</u> if they do not respond within thirty days to a written request, mailed to the person's last known address, to clarify membership status. (2021)	(d) A person may also be removed from the membership roll If they do not respond within thirty days to a written request, mailed to the person's last known address, to clarify membership status <i>and inform them of applicable procedures for reinstatement</i> . (2021) Rationale: Redundant words. Number/letter change.
(3) A person who has been removed from membership <u>status</u> under sub-sections E(1)(c) or E(2) shall be sent notice of such removal and procedures for reinstatement at the person's last	(2) A person who has been removed from membership <u>status</u> under sub-sections E(1)(a); E(1)(c) shall be sent notice of such removal and applicable procedures for reinstatement at the person's last known address <i>within thirty days of</i>

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<p>known address <u>This notice shall include information about how membership status may be restored.</u></p>	<p><i>their change in status.</i> This notice shall include information about how membership status may be restored.</p> <p>Rationale: Streamlined language, corrected numbering.</p>
<p>(4) <u>A person may appeal loss of membership status under Sections E(1)(c) or E(2) to the Board of Trustees.</u></p>	<p>(3) A person may appeal loss of membership status , under Sections E(1)(c) or E(2) to the Board of Trustees.</p> <p>Rationale: Not appropriate for Board level. May go into policy IF desired by the Board.</p>
<p>(5) When a member's conduct becomes so <u>disruptive</u> as to seriously impair the functioning of the church, the Board of Trustees may <u>hold a hearing to consider removing the member from membership. The Board shall ask the member to engage in a process informed by a restorative justice framework. If this is not successful in repairing relations or if a restorative justice process is not appropriate for any reason, the Board will conduct a hearing about the allegations. At that hearing, the member shall have the right to appear and to discuss the allegations with the Board. At the conclusion of the hearing, the Board may vote in executive session on whether or not to remove the person from membership. Removal from membership will require a two thirds majority vote of the Board of Trustees. (2016)</u></p> <p><u>If the Board votes to remove a member for cause, that person may appeal the decision to a Congregational Business Meeting. At that meeting, he or she shall have the right to appear and to speak on his or her behalf. A majority of the members present and voting may overturn the Board's decision and reinstate the member.</u></p> <p>If a person's membership is revoked under this sub-section, that person may, after one year, apply for readmission to membership. The Board shall hold <u>a hearing</u> to consider reinstatement of</p>	<p>(3) When a member's conduct becomes so <i>destructive</i> as to seriously impair the functioning of the church, the Board of Trustees may <i>initiate a restorative practice process with the goal of bringing the member into right relationship with the congregation, up to and including a Board hearing to consider removing the member from membership as described in written policy.</i></p> <p><i>Members may be removed for cause by a vote of the board per written Policy.</i></p> <p>hold a hearing to consider removing the member from membership. The Board shall ask the member to engage in a process informed by a restorative justice framework. If this is not successful in repairing relations or if a restorative justice process is not appropriate for any reason, the Board will conduct a hearing about the allegations. At that hearing, the member shall have the right to appear and to discuss the allegations with the Board. At the conclusion of the hearing, the Board may vote in executive session on whether or not to remove the person from membership. Removal from membership will require a two thirds majority vote of the Board of Trustees. (2016)</p>

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<p>the member. At the conclusion of the hearing, the Board shall vote in executive session on whether or not to reinstate the person to membership. Reinstatement of membership will require a two-thirds majority vote. The Board's decision is final with no appeal.</p>	<p>If the Board votes to remove a member for cause, that person may appeal the decision to a Congregational Business Meeting. At that meeting, he or she shall have the right to appear and to speak on his or her behalf. A majority of the members present and voting may overturn the Board's decision and reinstate the member.</p> <p>If a person's membership is revoked under this sub-section, that person may, after one year, apply for readmission to membership. The Board shall hold a <i>closed</i> hearing to consider reinstatement of the member. At the conclusion of the hearing, the Board shall vote in executive session on whether or not to reinstate the person to membership. Reinstatement of membership will require a two-thirds majority vote. The Board's decision is final with no appeal.</p> <p>Rationale: Stopping removal decisions at Board level limits harm to congregation. Some details are already in policy 5.5. Note to Board: Reviewed by Right Relations Committee Chair (Carrie Bowman) See: https://www.uua.org/leadership/library/removal For more information.</p>
<p>SECTION F. <u>LIFE</u> MEMBERS</p> <p><u>Life</u> Member status may be granted to members who can <u>no longer</u> meet membership responsibilities <u>or able to participate actively</u> because of health or disability. Such members retain all rights of membership and shall have full voting privileges. Granting of this status shall be <u>considered at the recommendation of the Staff Leadership Team and approved by the Board of Trustees.</u> (2021)</p>	<p>SECTION F. <u>LEGACY LIFE</u> MEMBERS</p> <p>Life-<i>Legacy</i> Member status may be granted to members who <i>do not</i> can no longer meet membership responsibilities or able to participate actively because of health or disability. Such members retain all rights of membership and shall have full voting privileges. Granting of this status shall be considered at the recommendation of the Staff Leadership Team and approved by the Board of Trustees. (2021)</p> <p>Rationale: Renamed to reflect revised purpose of</p>

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	<p>section and of addressing ableism in the original language.</p> <p>Note: There are two voting categories in Bylaws: members and legacy. Bylaws only need to be clear on who has voting rights. Options for non-voting categories of membership can be described in policy. See attached proposed policy 2.22.</p>

Proposed Article V Membership Bylaw Related New Policies

1. Definition of Membership: Only Members & Legacy Members may vote at congregational meetings. Categories of membership are as follows:

- a. Member: as defined in bylaws
- b. Legacy Member: as defined in bylaws
- c. Friend: active participant who has contributed to the community with their time, talent, or treasure. Not eligible to vote or hold positions on the Board, Board Committees or those teams designated for members in their charter, and other privileges as described in East Shore's Bylaws.
- d. Non-Member: those new to East Shore or are no longer a prospect for membership.

2. Membership Qualifications: The Director of Membership Development in collaboration with the SLT will create a prescribed orientation program to encourage and prepare people for membership in East Shore. All prospective members must complete a program to be accepted as a member.

- a. Physically remote congregants must have a pathway to membership available to them.
- b. Youth will be invited to become members when they are 14 years or older.
- c. The SLT will provide an appropriate way to invite new members to mark their entry into membership.

3. Responsibilities of Membership: Members are expected to show commitment and contribute to the church community in ways that are consistent with UU values and the mission / vision of East Shore. Showing commitment and contributing to the church community can be by:

- a. Giving time to volunteering for the church and/or participating in church events;
- b. Donating or gifting to the church resources, physical and/or financial,
- c. Participating in church money raising events such as the auction and annual fund drive, capital campaigns, and endowment contributions;

- d. Voting in congregational meetings.

4. Financial contributions:

- a. An annual statement of all financial donations made will be issued to donors.

5. Limits on Membership

- a. Certain committee and team meetings are only open to their current members. For example, the Committee on Ministry, the Personnel Committee, the Nominating Committee, and Ministerial Search Committee, other meetings that are closed as provided in committee charters approved by the Board of Trustees, and executive sessions of the Board and of other committees and teams.

6. Removal from Membership: The Director of Membership Development in collaboration with the SLT will create written annual procedures consistent with ESUC's Bylaws to confirm a congregant's membership status.

Procedures for Membership

Becoming a Member

Those interested in becoming a member will show commitment by following the Pathway to Membership. The Pathway includes an understanding of each pillar of our mission statement to Practice Love, Explore Spirituality, Build Community and Promote Justice. The Pathway will include options for those with varying abilities and access, including options for remote membership. All members will meet with the Director of Membership Development and the minister before signing the membership book which will also be available virtually.

Returning members must go through the process for becoming a Member if they resigned more than 6 months ago. Exceptions can be made on a case by case basis by SLT.

Removal of Member

Once a year, the Director of Membership Development will review the membership lists. Those members who have contributed with their time, talent or treasure will remain. All those in question will be sent a letter with a request to respond in 30 days. If there is no response, members will be moved to non-member status. At that time, another letter will be sent informing the member of this change. If the member responds to either letter they will remain a member. After another 30 days if no response has been made they will be made inactive.

Someone who has resigned or been removed as a Member per Bylaw Article V.E.1 or 2 and rescinded their resignation within 30 days may remain a Member. Exceptions can be made on a case by case basis by SLT.

Proposed Policy 2.23

Proposed Policy 2.23 Records Access and Retention

Records retention and access is governed in detail by RCW 24.03A.215, or its successor

a. Records of the church, other than pledge or personnel records, are open and available in the church office to any member during regular business hours and with at least 5 days of written notice beforehand. The Board of Trustees, by written policy, may regulate and limit access to records of pending financial transactions. Records of the church include but aren't limited to: minutes of the Board of Trustees and congregational meetings including unanimous consent decisions; the church's current articles of incorporation, bylaws, policies, record of financial statements and other communications to members, the current annual report required by WA state, accounting records, and a list of members.

b. These records may be withheld from member viewing by SLT: portions of records that contain information protected by the attorney-client privilege or related work product; the address of any member who is known to the church to be a participant in an address confidentiality program established by law; those portions of records, which, if disclosed, would be reasonably likely to result in harm to the church or a third party, such as disciplinary actions involving members, identities of job applicants, discussions of real estate transactions, records that are required to be kept confidential under obligations to a third party, etc.; or any information that a nonprofit organization is required to keep confidential under any other law.

c. A member may inspect and copy the records only if the:

(1) Member's demand is made in good faith and for a proper purpose.

(2) Member describes with reasonable particularity the purpose and the records the member desires to inspect; The records requested must be directly connected with this purpose.

(3) Member agrees in the form of a record to reasonable restrictions required by the board on the use or distribution of the records.

d. The right of inspection can not be abolished or limited by East Shore's articles or bylaws.