

**Proposed Revision of the June 19, 2011 Bylaws of the  
Chalice Unitarian Universalist Congregation  
To be voted on at the November 13, 2011 congregational meeting**

**ARTICLE I. NAME**

The name of this religious society shall be Chalice Unitarian Universalist Congregation.

**ARTICLE II. PURPOSE**

This congregation unites to foster spiritual and personal growth and to promote principles of community, dignity, and the right of individual conviction and truth regardless of source. We work for social justice in our locale and in the larger world and in so doing create a better life in the here and now. We dedicate ourselves to the democratic process in human relationships and endeavor to respect the interdependent web of existence of which we are a part. This is reflected in the Congregation Mission Statement: Open hearts, open minds, open doors, nurturing spirits, and seeking justice in the wider world.

**ARTICLE III. MEMBERSHIP**

**Section A. Members**

Any person may become a Member of this Congregation who is in sympathy with its purpose as stated in these bylaws, who pledges and maintains a fair share support of record to the Congregation, who applies to be a Member by completing a membership form through the Membership Committee, and who is acknowledged by the Board. The definition of fair share support shall be evaluated annually by the Treasurer and approved by the Board, but is generally understood to be the equivalent of the cost to the Congregation in fees paid to the Unitarian Universalist Association (UUA) and the Pacific Southwest District (PSWD) to maintain a Member on the Congregation's membership rolls. All Members should be aware of the history and current situation of the Unitarian Universalist movement. Membership is open to all persons regardless of race, color, gender, affectional or sexual orientation, or national origin.

Any person aged thirteen (13) through seventeen (17), who is an active participant in the Congregation, who applies to be a Youth Member by completing a Youth Membership form through the Membership Committee, and who is acknowledged by the Board may become a Youth Member. Youth Members may serve on any committee subject to any other considerations enumerated herein and shall be entitled to vote on any matter before the Committee. Youth Members who otherwise qualify as Voting Members (see Article III, Section B) may become Voting Members at age eighteen (18) by completing a membership form through the Membership Committee.

**Section B. Voting Members**

A Voting Member shall be at least eighteen (18) years of age, shall be an active participant having given time and, unless they have a financial waiver, fair share support within the past twelve (12) months, and shall have been a Member for sixty (60) days.

**Section C. Termination**

Membership shall be terminated by the Board of Trustees ("Board") upon written request of the Member or upon death of the Member.

Membership can be terminated by a vote of three-fourths (3/4) of the votes cast by the Board for conduct disruptive to the operation and values of the Congregation, for failing to

participate in Congregational affairs, or for failing to make a fair share contribution of record during a fiscal year. The Board shall give the Member at least thirty days notice of pending termination by letter if possible.

A financial hardship waiver may be granted by the Minister for periods not exceeding one year. Financial hardship waivers may be renewed.

#### **Section D. Privileges of Membership**

Members shall be entitled to vote on congregational level matters having met the provisions of Section B above, shall receive UU World through Chalice Congregation, shall receive the Chalice newsletter, may serve on any committee, shall be entitled to vote on any matter before the committee, may serve on any group representing Chalice, and may serve as a Committee Chair or Board Member subject to any other considerations enumerated herein.

#### **Section E. Friends**

Any person may become a Friend of this Congregation who is in sympathy with its purpose as stated in these bylaws and who applies to be a Friend by completing a Friends form through the Membership Committee. Becoming a Friend of Chalice is open to all persons regardless of race, color, gender, affectional or sexual orientation, or national origin.

#### **Section F. Privileges of being a Chalice Friend**

Friends may serve on any non-appointed committee (but not as the Chair of a committee), shall be entitled to vote on any matter before the Committee, may serve on any group representing Chalice and will receive the Chalice newsletter.

### **ARTICLE IV. DENOMINATIONAL AFFILIATION**

This Congregation shall be a member of the Unitarian Universalist Association (UUA) and of the Pacific Southwest District (PSWD) and shall make annual financial contributions equal to its full fair share as determined by the UUA and PSWD.

### **ARTICLE V. CONGREGATIONAL MEETINGS**

The Annual Meeting shall be held each year in May or June at a time and place set by the Board of Trustees. In addition, special Congregational meetings ("Special Meetings") may be called by the Board or by ten percent (10%) of the Voting Members by written request to the Board. The President, or his/her designee, shall chair the Annual and all Congregational meetings.

#### **Section A. Meeting Notification**

The agenda and supporting material (including but not limited to: the proposed budget, slate of candidates with biographical statements, and bylaw changes) for any Congregational meeting shall be set forth in the notice of the meeting, and shall be mailed or distributed to all Members at least thirteen days (13) prior to the meeting.

#### **Section B. Quorum Requirements**

Thirty-three percent (33%) of the voting Members shall constitute a quorum. A quorum of sixty-seven percent (67%) of the voting Members is required when buying or selling real property, or for calling or dismissing a Minister. Absentee voters shall not be counted in determining a quorum.

## **Section C: Voting**

Decisions at Congregational meetings may be made by acclamation. When voting is required, the current edition of Roberts Rules of Order shall be used.

All votes at Congregational meetings shall be cast in person or by absentee ballot, but not by proxy. A Voting Member who is unable to attend a Congregational meeting may obtain an absentee ballot by applying in writing or in person to the Secretary. All absentee ballots must be turned in to the Secretary before the meeting begins.

Voting on elections, on bylaw changes, on matters affecting Congregational property, and/or on proposals initiated by the Board, shall be decided by written ballot, by a show of hands, or by acclamation. If a vote is taken by written ballot, the Secretary, or her/his designee, shall retain those ballots for one year.

Making a public statement in the name of the congregation shall require a three-fourths (3/4) majority of the votes cast. All other voting decisions not explicitly mentioned elsewhere in these bylaws, shall be made by a simple majority of votes cast.

### **ARTICLE VI. OFFICERS, COUNCIL, AND BOARD**

There shall be a Board consisting of nine elected voting members of the Board (four officers and five trustees) plus the Minister(s) and immediate Past President, who are ex-officio, non-voting members. The officers are President, Vice President, Secretary, and Treasurer of the Congregation.

#### **Section A. Selection and Replacement of Officers and Trustees**

Officers and Trustees shall be elected by ballot or show of hands at the Annual Meeting from a slate presented by the Nominating Committee (See Article IX, Section D). All elected members of the Board must be Voting Members for at least six months before the date of the election.

A Vice-President shall be elected each year and shall succeed to the office of President the following year.

The Treasurer and two Trustees shall be elected in odd numbered years to serve a term of two years.

The Secretary and three Trustees shall be elected in even numbered years to serve a term of two years.

The newly elected Officers and Trustees shall take office on July 1.

No person shall be an elected member of the Board for more than four (4) consecutive years.

Any Member may serve again on the Board after a one-year interval. No person shall be paid for service as an Officer or as a Trustee of the Board.

An Officer or a Trustee who has been absent from three of six consecutive Board meetings may be removed by a two-thirds (2/3) vote of the Board.

An Officer or a Trustee may be removed by the Voting Members at a duly called Special Meeting.

The Board shall fill any vacancy by a majority vote within thirty (30) days.

## **Section B. Functions of the Board**

The Board shall have general charge of the property of the congregation and the conduct of all its business affairs, and the control of its administration including the appointment of such committees, as it may deem necessary. Board decisions involving personnel and/or non-budgeted expenditures require a vote, while other decisions may be made by consensus.

## **Section C. Functions of the Officers**

The President shall act as Chair of the Board. The President shall preside at Annual and Special Meetings of the Congregation. The President shall represent the Congregation at District meetings and on all appropriate occasions.

The Vice President shall perform all duties of the President in the absence or incapacity of the President. ~~The Vice President shall call at least two meetings a year of the Congregational Council and shall be its presiding officer. (See Article VI, Section E.)~~

The Secretary is responsible for keeping accurate records of all Board meetings and Congregational meetings and posting copies of them in an appropriate place or making them available at reasonable times. The Secretary is responsible for maintaining a roster of Voting Members. The Secretary shall prepare ballots for all elections. All records of the Secretary shall remain the property of the Congregation and shall be available for inspection by the membership at reasonable times.

The Treasurer is the chief budget and financial officer of the church. The Treasurer's duties include receiving and safely keeping all money and other financial assets of the church; making all disbursements of funds as directed by the Board; providing monthly statements of these receipts and disbursements; providing an annual financial statement; keeping accounts of the church; furnishing quarterly statements of pledge status to all those who pledge; and preparing and submitting all necessary tax reports. While overall responsibility for duties of the Treasurer shall remain with the Treasurer, with written Board approval, the Treasurer may delegate specific tasks to church staff and/or to specific individual Members.

## **Section D. Board Meetings**

Regular meetings of the Board shall be held at least once a month.

Special meetings of the Board shall be held at the call of the President or Vice President or any three Trustees, or of the Minister, or by written petition of ten percent (10%) of the Members.

All Board meetings shall be open to all Members who wish to observe, except that the Board may hold executive sessions limited to discussion of personnel matters. Notice of the time and place of regular Board meetings shall appear in the newsletter.

A quorum of the Board shall consist of a majority of the voting Board Members.

Before each regular Board meeting, the President shall prepare and send to each Board Member a copy of the agenda.

If the President and Vice President are absent from a Board meeting, the Board shall choose another of its Members to preside.

If the Secretary is absent from a Board meeting, the Board shall appoint a temporary Secretary.

In an emergency the Board may act without actually meeting if a majority of the voting Board members consent in writing (including by email). Such action shall be subject to ratification at the next Board meeting and then shall be recorded in the minutes.

### **Section E. Congregational Council**

~~The Vice President is the presiding officer of the Congregational Council ("Council"), which shall meet at least twice a year. The first meeting shall be held before the end of August. The Council shall consist of the chair of each Standing and Special Committee, each of whom shall be a Voting or a Youth Member of the Congregation.~~

~~The Council is the main planning and coordinating body of the Congregation. It carries out activities at the direction of the Board, communicates information of interest to the Congregational leadership, and presents new chairpersons of Standing Committees to the Board for appointment.~~

~~The Council shall set the Congregational calendar for the year, facilitate communications between committees, and work with the Minister(s) and the Board in achieving strategic planning for the Congregation.~~

~~The Vice President serves as the Council's liaison to the Board and is responsible for the Council's monthly report to the Board.~~

## **ARTICLE VII. THE COORDINATING TEAM**

### **Section A. Responsibilities and Duties**

**The Coordinating Team shall coordinate, integrate, and advocate the methods for accomplishing the Congregation's goals in accordance with the Board's Policies.**

### **Section B. Composition**

**The Senior Minister shall be a member of the Coordinating Team and responsible for the Team's leadership. The Board, at a duly authorized meeting, shall approve the hiring or selection of any additional members of the Coordinating Team.**

### **Section C. Accountability**

**The Coordinating Team is responsible to the Board. The Senior Minister shall regularly report to the Board concerning the Team's progress toward the achievement of the Congregation's mission.**

## **ARTICLE VIII. VII. THE MINISTER(S)**

### **Section A. Calling a Minister(s)**

The Ministerial Search Committee shall be composed of five (5) to seven (7) members selected by the Board.

The Minister(s) shall be approved by Members at an Annual Meeting or at any called Congregational Meeting as provided in Article V, upon recommendation of the Ministerial Search Committee. To be called, the Minister(s) must be approved by four-fifths (4/5) of the votes cast.

In the event that the Minister's position is vacant, the Board may hire an interim or consulting minister as a temporary replacement.

## Section B. Duties

The Minister(s) shall be responsible for the worship services within the Congregation and the Congregation's spiritual interests and affairs. The Minister(s) shall have freedom of the pulpit as well as freedom to express his or her opinion outside the pulpit. **The Senior Minister shall be Chief of Staff, participate in annual staff evaluations, and recommend personnel actions to the Board.**

## Section C. Expectations and Obligations

Consistent with the Congregation's commitment to a shared ministry, the Minister's Letter of Agreement shall describe the expectations and obligations of the Congregation and of the Minister. It shall address service, salary, and benefits.

### **Section D. Evaluation**

**The Senior Minister is responsible to and reports to the Board. The Board is responsible for the Senior Minister's evaluation which shall be conducted every three to five years.**

### **Section E. D-Termination**

A Minister may be dismissed by a majority of Members voting at a Congregational Meeting as provided for in Article V. An interim or consulting Minister may be dismissed by the Board.

### **Section F. E-Minister Emerita/us**

Upon retirement, a Minister may be appointed Minister Emerita/us by vote of a two-thirds (2/3) majority of Voting Members at an Annual or Special Meeting. Generally such a title is reserved for a Minister(s) who has provided long and distinguished service to the Congregation.

## **ARTICLE IX. VIII-NON-MINISTERIAL STAFF**

Non-ministerial staff may be engaged by the Church. Compensation, if any, for such staff shall be budgeted by the congregation. A Board-approved Personnel Policy Manual shall stipulate employment policies and practices, wage and hour administration, staff member benefits, performance evaluation procedures, and other employer policies. The Board shall determine terms of employment consistent with the Personnel Policy Manual in consultation with the relevant committee(s). The Personnel Committee shall maintain the Personnel Policy Manual, a copy of which shall be given to staff members.

## **ARTICLE X. IX-COMMITTEES AND AFFILIATED GROUPS**

### **Section A. Committees - General**

Committees designed to further the interest of the Congregation **may** shall **be formed by the Coordinating Team or** only with the consent of the Board. Each committee shall elect its chair, who shall be a Voting Member of the congregation. **Several standing committees are described in the following sections. The standing committees report to the Board.**

## **Section B. Standing Committees**

~~Standing committees shall include, but not be limited to, Buildings & Grounds, Finance, Membership, Pastoral Care, Personnel, Religious Education, Social Justice, and Program/Worship.~~

~~Each Standing Committee may form one or more subcommittees and may delegate to such subcommittee(s) so much of the standing committee's authority and responsibility as the standing committee deems appropriate.~~

~~Each standing committee shall submit a written or oral report at the Annual Meeting.~~

## **Section C. Special Committees**

~~The Board may appoint special committees to serve for specified periods for the purpose of dealing with matters, which are not normally under the jurisdiction of any standing committee.~~

~~The name, duties, and recommendations of each special committee shall be included in the Board's report at the Annual Meeting or at a special meeting dealing with matters related to the work of the committee.~~

## **Section B. D. Nominating Committee**

The Nominating Committee, ***a standing committee***, shall consist of three Voting Members and one or two alternates, elected at the Annual Meeting. The Committee shall elect one of its members chair. No member of the Nominating Committee or alternate may serve more than two consecutive terms ***of one year each***.

The Nominating Committee shall prepare a slate of candidates to be voted on at the Annual Meeting. This slate shall include candidates for the Officer and Trustee vacancies to be filled according to Article VI, Section A. ***The Nominating Committee shall nominate at least one candidate for each position to be filled and may not nominate any of its members to be Officers or Trustees.*** It shall also include candidates for the three positions on the next Nominating Committee plus one or two alternates who can serve should one of its elected members be unable to do so. ***The nominees for the next Nominating Committee shall include one previous member and two new members.***

~~In February of the fiscal year, the Nominating Committee shall announce, at regular services and via the newsletter, the opening of nominations.~~

~~The Nominating Committee shall nominate at least one candidate for each position to be filled and may not nominate any of its members to be Officers or Trustees. The nominees for the next Nominating Committee shall include one previous member and two new members.~~

***In February of the fiscal year, the Nominating Committee shall announce, at regular services and via the newsletter, the opening of nominations.*** The slate of candidates to be voted on shall be disseminated as follows: In the April newsletter, the Committee shall report the candidates' names and their positions which will need to be voted upon. This report shall also state that nominations may be made by petition, which must be signed by at least ten (10) Voting Members and submitted to the Nominating Committee no later than 30 days prior to the Annual Meeting. No nominations will be accepted after that date.

The Committee shall provide to the Secretary in time for mailing with the notice of the Annual Meeting, the slate of candidates for Officers and Trustees proposed by the Committee, the list of nominees for the coming year's Nominating Committee, and any person(s) nominated for any office(s) by petition.

### **Section C. Ministerial Support Team**

**The Ministerial Support Team (MST), a standing committee, shall support the Minister(s) and advocate for the Minister(s) as needed. The MST meetings are closed.**

**The MST shall consist of three members, plus the Minister(s). The Minister(s) shall select two members and the Board shall select one member. No Board member may serve on the MST. Each member shall serve for a term of two years and shall be a Voting Member of the congregation for a period of at least two years before becoming a MST member. The terms of the members shall be staggered such that every year the Minister selects one new member and every other year the Board selects one new member. In the event that an MST member is unable to complete their term, the body responsible for their selection selects a replacement. If the resigning member is in their first year of service, the replacement serves the remainder of the two-year term. If the resigning member is in the second year of their term, the replacement serves the remaining term plus two years.**

**No person shall serve on the MST for more than four (4) consecutive years. Any member may serve again on the MST after a one-year interval.**

**In the event of an Interim or Consulting Minister, the existing MST shall be dissolved. The Board shall appoint three new members to serve for the duration of said Minister's tenure. It is recommended that one member be selected from the Search Committee, if such exists.**

**Upon calling a new Minister(s), the MST shall be reconstituted such that for the Minister's first year, all three members are selected by the Board and chosen from the Ministerial Search Committee. The Board shall decide which member shall serve one year and which members shall serve two years. Thereafter, the selection process will continue as outlined in the second paragraph above.**

### **Section E. Committee on Ministry**

~~A Committee on Ministry (COM), a standing committee, shall be established to strengthen the quality of ministry within the Congregation by providing and fostering open communication among the Minister(s), the Board, the Council, and the Congregation and to promote shared ministry within the congregation. The mission of the COM shall be to monitor, on a regular and continuing basis, the effectiveness of the total ministry of the Congregation. To the extent that Congregational or ministerial confidences are not breached, the COM shall report its findings to the Board on a regular basis. COM meetings are closed, except for the first portion of each meeting, which is open to provide for comments from those who are not committee members.~~

~~The COM will consist of five members, plus the Minister(s) who is an ex-officio, non-voting member. The Board shall select two members, the Minister(s) shall select two members and every other year these four members shall select a fifth member. Each member shall serve for a term of two years and shall be a Voting Member of the congregation for a period of at least two years before becoming a COM member. The terms of the members shall be staggered such that every year the Board selects one new~~



~~member and the Minister(s) selects one new member. In the event that a COM member is unable to complete their term, the body responsible for their selection selects a replacement. If the resigning member is in their first year of service, the replacement serves the remainder of the two year term. If the resigning member is in the second year of their term, the replacement serves the remaining term plus two years.~~

~~Upon calling a new Minister(s), the COM shall be reconstituted so that the two members to be selected by the Board shall be chosen from the Ministerial Search Committee. The Minister(s) shall select two Members and those four members shall select a fifth member. The Board shall decide which former Ministerial Search Committee member shall serve one year and which shall serve two years and the Minister(s) shall decide which member selected by the Minister(s) shall serve one year and which shall serve two years. The fifth member selected by the four members shall serve for two years.~~

#### **Section D. Ombuds Committee**

***The Ombuds Committee, a standing committee, is responsible for receiving and responding to church-related complaints or conflicts between individuals, or within or between church groups. It helps to achieve equitable settlements according to the Congregation's Conflict Resolution Policy. It is responsible for updating and maintaining the Conflict Resolution Policy.***

***To the extent that Congregational or ministerial confidences are not breached, the Ombuds Committee shall report its findings to the Board on a regular basis. Ombuds Committee meetings are closed, except to those individuals who are presenting concerns.***

***The Ombuds Committee shall consist of three members selected by the Board. Members serve two-year staggered terms. Each member shall be a Voting Member of the congregation for a period of at least two years previous to their selection. The Board shall not select one of its own members, paid staff, or Coordinating Team members to serve on the Committee.***

***No person shall serve on the Ombuds Committee for more than four (4) consecutive years. Any member may serve again on the Ombuds Committee after a one-year interval.***

#### **Section E. F. Legacy Committee**

The Legacy Committee, a standing committee, is responsible for soliciting and managing donations to the Chalice Endowment Fund. The committee shall consist of five members selected by the Board. Members serve two-year staggered terms. No more than one member of the Board shall simultaneously serve on the Legacy Committee.

### **ARTICLE XI. ~~X~~-FINANCES**

#### **Section A. Fiscal Year**

The fiscal year is July 1 through June 30.

#### **Section B. Budget**

The Congregational budget shall consist of an estimate of the amount of funds from all sources and a plan for using these funds. ***The Coordinating Team is responsible for proposing a budget for approval by the Board. The Board-approved budget is then presented to the Congregation at the annual meeting for approval by the***

**Congregation.** The budget is a plan for the guidance of the Board, and the Board may modify expenditures within the limits given under Board's authority below.

The budget for the fiscal year shall be adopted at the Annual Meeting. Any subsequent budget revision adopted at any Congregational meeting shall cover the current fiscal year and shall be accompanied by a statement from the Treasurer of the proposal's financial impact.

All funds raised by committees or other organizations of the Congregation shall be considered as income. At the Board's discretion, the income may be restricted to use by the group that raised the funds.

### **Section C. Coordinating Team's Authority**

**Subject to Article VII, Section C, the Coordinating Team may overspend the current approved budget. Such overspending is limited to three percent (3%) of the total budgeted operating expenses without limitation as to any particular line item, but does not include capital expenses, principal, and/or interest payments on loans.**

**If the Coordinating Team anticipates spending more than one hundred three percent (103%) of the currently approved total budget (not on a line-by-line basis), not including capital expenses or principal and interest payments on loans, the change must be approved by the Board.**

### **Section D. C-Board's Authority**

Subject to Article VI, Section B, the Board may overspend the current approved budget. Such overspending is limited to ten percent (10%) of the total budgeted operating expenses without limitation as to any particular line item, but does not include capital expenses, principal, and/or interest payments on loans.

If the Board anticipates spending more than one hundred ten percent (110%) of the currently approved total budget (not on a line-by-line basis), not including capital expenses or principal and interest payments on loans, the change must be approved at a duly called Congregational meeting.

If, because of emergency, the Board finds it necessary to spend more than one hundred ten percent (110%) of the currently approved total budget without such prior approval, the Board shall, as soon as practical thereafter, request and obtain ratification of its action at a duly called Congregational meeting. The Board shall also present a suitably revised budget for approval at this meeting.

### **Section E. D-Reports**

At the Annual Meeting, the Treasurer shall present a statement comparing the budgeted amounts to actual expenditures. The Board shall explain all significant variances.

### **Section F. E-Annual Review**

The yearly financial statements shall be presented by the Treasurer at the Annual Meeting. Financial statements shall be reviewed every other year by a qualified, independent individual appointed by the Board. A report of the review shall be presented to the Congregation within one hundred twenty (120) days of the end of the fiscal year.

### **Section G. F-Signature Authority**

Only the President, Vice President, Treasurer, or Secretary shall be authorized to sign or endorse financial instruments pertaining to the Congregation. Any expenditure of \$1,500

or more requires two signatures, with the exception of fixed recurring expenses, which require only one signature.

### **Section H. ~~G.~~ Contracting Authority**

Unless so authorized by the Board, no officer, trustee, agent, or employee shall have any power or authority to bind the Congregation by any contract or engagement or to pledge its credit to render it liable for any purpose or to any amount.

### **Section I. ~~H.~~ Real Property**

No land or buildings shall be purchased or permanent buildings erected or torn down, nor shall the property of the Congregation be mortgaged, sold, or otherwise disposed of unless approved ***by a two-thirds (2/3) majority of votes cast at a Congregational Meeting at which there is a quorum of sixty-seven percent (67%) of the Voting Members.*** ~~at a Congregational Meeting by a two-thirds (2/3) majority of votes cast.~~

### **Section J. ~~I.~~ Capital Assets Acquisition Fund**

There shall be a Capital Assets Acquisition Fund to accumulate restricted funds that are to be used only to pay for the purchase of land; the purchase and/or construction of new buildings; and/or the construction of additions to existing buildings for use by the Congregation. The Fund includes contributions designated for this purpose plus other income (interest, dividends, capital gains, etc.) minus expenses (brokers' charges, costs of financial management, capital losses, etc.). ~~The assets of the Fund shall be invested with security of the principal as the primary objective.~~

The Treasurer shall keep the accounts of the Fund separate from any other accounts. At the end of each fiscal year the Treasurer shall submit a financial statement (See Article XI, Section E) for the Fund showing itemized income and expenses for the year and assets and liabilities at the end of the year.

The Board shall have the discretion to expend up to \$2500 from the fund at any one time subject to the above conditions. In no event shall the total of Board approved expenses exceed \$10,000 in any one fiscal year ***without Congregational approval.***

Except for Board approved expenditures, all other expenditures must be approved by at least two-thirds (2/3) of the votes cast at a Congregational Meeting at which there is a quorum of ***sixty-seven*** ~~fifty~~ percent ***(67%)*** ~~(50%)~~ of the Voting Members.

### **Section K. ~~J.~~ Chalice Endowment Fund**

The purpose of the Endowment Fund is to create an endowment for generating income for the benefit of the congregation. Only under the most pressing of circumstances and a determination by the Board of Trustees that no reasonable alternative is available, shall the principal of this permanent resource be expended, following an affirmative vote of two-thirds (2/3) of the Voting Membership of the congregation.

Funds will be retained in a separate account to be invested by the Legacy Committee. The primary consideration in selecting investments shall be preservation of capital. The revenue will be deposited into the Endowment Fund as it accrues. Each year the Board is authorized to utilize annual earnings greater than \$2000. The first \$2000 in earnings, together with any income above \$2000 not used in that year, is to be added to the principal. The signatures of two Board Members will be required to withdraw any funds. The Legacy Committee shall report total contributions, income, and disbursements yearly to the congregation at the Annual Congregational Meeting.

### **Section ~~L.~~ ~~K.~~ Undesignated Bequests**

Upon the receipt of any testamentary gift, when no specific use of the gift has been designated, the Board will determine the distribution of that gift.

## **ARTICLE ~~XII.~~ ~~XI.~~ AMENDMENTS**

### **Section A. Origination**

Amendments to these Bylaws may be proposed by a majority vote of the Board of Trustees, by a majority vote of ~~a~~ the Bylaws Review Committee, or by petition of not less than ten (10%) of the Voting Members of the Congregation.

### **Section B. Submission**

All amendments proposed by petition shall be submitted to the Secretary of the Board no later than 30 days before the Congregational Meeting at which they are to be voted on. Notice of all proposed changes shall be contained in the notice of the meeting.

### **Section C. Adoption**

Proposed Bylaw amendments may be adopted by the Congregation if a quorum is present and if two thirds of those present and voting so order.

## **ARTICLE ~~XIII.~~ ~~XII.~~ DISSOLUTION**

Should this Congregation cease to function and the membership vote to disband, following all payments of debts and obligations, any assets of the Congregation will be transferred to the Unitarian Universalist Association (UUA) for its general purposes, this transfer to be made in full compliance with whatever laws are applicable.