

Unitarian Universalist Small Group Ministry Network
BYLAWS

Article I. **NAME**

The name of this society shall be the Unitarian Universalist Small Group Ministry Network (UU SGM Network).

Article II. **PURPOSE**

1. The purpose of the UU SGM Network is to support small group ministry and related shared ministry models in Unitarian Universalist congregations through the development of new resources, networking and training opportunities.

2. The UU SGM Network shall maintain affiliation with the Unitarian Universalist Association of Congregations (UUA).

Article III. **MEMBERS**

1 Qualifications

(a) Membership in the UU SGM Network shall be open to Unitarian Universalist individuals and congregations who support the mission of the UU SGM Network

(b) An individual or congregation becomes a member of the UU SGM Network after: 1) submitting an enrollment form; 2) paying the appropriate membership fee as established by the UU SGM Network board, and 3) receiving confirmation that the application was accepted (generally by email).

(c) Membership in the UU SGM Network shall not be restricted in any way on the basis of race, color, age, sex, sexual orientation, religious preferences, nationality, political affiliation, occupation, educational status, physical abilities or any other attribute not related to a person's support of the mission of the UU SGM Network.

2. Termination of Membership: A person shall cease to be a member:

(a) Upon resigning; or

(b) Upon failure to meet the qualifications of membership.

Article IV. **BOARD OF DIRECTORS**

1. The Board of Directors (hereinafter referred to as the Board) shall be elected at the annual meeting for one-year terms and are eligible for reelection. However, no officer or Board Member shall serve more than three consecutive years in any one office.

2. The duties of the President shall be to preside at business meetings, to represent the UU SGM Network at appropriate occasions, and to appoint committees in consultation with the Board of

Directors. The President shall make a report at the annual meeting; this report shall include any actions taken by the Board since the last annual meeting.

3. The Vice President's primary responsibility shall be the coordination of events at General Assembly.
4. The duties of the Secretary shall be to keep minutes of all meetings and an up-to-date mailing list of all members. The Secretary shall notify members of future plans and meeting dates.
5. The Executive Board of the UU SGM Network shall consist of the President, Vice President and Secretary.
6. The duties of the Treasurer shall be to process membership fees, to disburse funds for UU SGM Network expenditures and to maintain the financial records of the Network. The Treasurer shall present an annual report at the annual meeting; this report will include a financial report since the last Annual Meeting.
7. Any mid-term vacancies on the Board shall be filled by a majority vote of the Board with new officers serving through the next Annual Meeting.
8. The Board, on behalf of the UU SGM Network may employ an administrator and resource, training and publication coordinator(s), and may delegate duties and responsibilities, notwithstanding that such duties or responsibilities may under the Bylaws be assigned to the delegating officer or committee member, as appropriate.
9. The Board will meet at least quarterly.
10. For the purposes of voting a quorum of the Board shall be a simple majority of elected board members.
11. Fiscal Year: The fiscal year shall correspond with the fiscal year of the UUA, July 1 to June 30.

Article V. **MEETINGS**

1. The annual meeting shall be held in conjunction with the General Assembly of the Unitarian Universalist Association, at a time and place determined by the Executive Board. Additional meetings of the UU SGM Network shall be announced to the membership with at least 14 days notice prior to the meeting date.
2. For the purpose of voting on UU SGM Network business each individual member shall be entitled to one vote, and each member congregation entitled to as three delegates with each delegate having a single vote. There is no provision for absentee or proxy voting.
3. For the purpose of voting on UU SGM Network business at duly called meetings, a quorum shall consist those members present.

Article VI. **COMMITTEES**

1. The Nominating Committee shall be elected yearly at the annual meeting, will serve for one year, and will consist of no fewer than three nor more than five active members. This committee

shall propose a slate for the Officers, the Audit Committee, and the Nominating Committee.

2. The Audit Committee, consisting of three people, shall be elected at the annual meeting, and shall review the books of the current fiscal year. The Audit Committee shall then submit a brief written report to the Executive Board before the end of the current fiscal year.

3. Committees may be appointed by the President as needed to study special topics or problems pertaining to the UU SGM Network. The President shall be a member ex-officio of all committees.

Article VII. **PARLIAMENTARY AUTHORITY**

The rules contained in the current edition of Robert's Rules of Order Newly Revised Edition shall govern the Network in all cases to which they are applicable, and in which they are not inconsistent with these bylaws and any special rules of order the Association may adopt.

Article VIII. **AMENDMENT**

These bylaws may be amended at the annual meeting by the affirmative vote of at least two-thirds of the active members present and voting at such meeting provided that advance written notice of such amendments shall be given along with notice of the meeting at which such action is to be considered. Notice shall be given in the previous quarter's issue of the UU SGM Network publication, the SGM Quarterly. Amendments shall become effective immediately after adjournment of the meeting at which they are adopted.

Article IX. **DURATION AND DISSOLUTION**

1. The UU SGM Network shall continue until a proposal for dissolution shall be passed by the Executive Board and the voting members of the Association. For purposes of notice and voting requirements, any such proposal shall be treated as an amendment to these Articles and shall comply with the provisions of Article IX hereof.

2. Upon the dissolution of the Network, the Executive Board shall, after paying or making provisions for the payment of all of the liabilities of the Network, dispose of all of the assets of the Network exclusively for the purposes of the organization in such manner, or to such organization(s) operated exclusively for charitable, educational, religious, or scientific purposes as shall at the time qualify as an exempt organization(s) under Section 501(c)3 of the *Internal Revenue Code of 1954* (or the corresponding provisions of any future United States Internal Revenue law) as the UU SGM Network shall determine. Any such assets shall be disposed of by the Court of Competent Jurisdiction of the county or district in which the principal office of the Association is located, exclusively for such purposes or to such organization(s), as said court shall determine, which are organized and operated exclusively for such purposes.

3. The UU SGM Network will prefer to designate as the recipient of such remaining assets the general fund of the Unitarian Universalist Association, 25 Beacon Street, Boston, MA 02108.

**Adopted on September 13th, 2004, by the board of
the Unitarian Universalist Small Group Ministry Network**