

INCORPORATION AND BYLAWS

The Unitarian Congregation of Saskatoon is incorporated under the Non-Profit Corporations Act of Saskatchewan.

UNITARIAN CONGREGATION OF SASKATOON BYLAWS

PREAMBLE

- 0.i. The Unitarian Congregation of Saskatoon (UCS) is a religious organization which affirms and promotes the full participation of persons in all aspects of Congregational life without regard to race, colour, gender, physical or mental ability, affectional or sexual orientation, age or national origin. The intergenerational community of the UCS is made real through support for professional Ministry, a Children's Religious Exploration programme, Adult Religious Exploration pro-grammes, and issue-specific social action programmes directed by concerned members.
- 0.ii. This Congregation covenants to affirm and promote the following Principles and Purposes, as established by the Unitarian Universalist Association in General Assembly:
 - 0.ii.1 The inherent worth and dignity of every person;
 - 0.ii.2 Justice, equity and compassion in human relations;
 - 0.ii.3 Acceptance of one another and encouragement to spiritual growth in our congregations;
 - 0.ii.4 A free and responsible search for truth and meaning;
 - 0.ii.5 The right of conscience and the use of the democratic process within our congregations and in society at large;
 - 0.ii.6 The goal of world community with peace, liberty and justice for all;
 - 0.ii.7 Respect for the interdependent web of all existence, of which we are a part.

ARTICLE I

MEMBERSHIP

- I.i. Any person who is in sympathy with the above-stated Principles and Purposes, and can demonstrate understanding of them to the satisfaction of the Minister or a member of the Board of Trustees, may become a member by signing the membership register.
- I.ii. A voting member shall be a person who is at least 18 years of age, who during the previous 12 months has supported and participated in the work of the Congregation, and who signed the membership register at least 30 days prior to first voting.
- I.iii. A person aged 13 through 17 years who is an active participant in the Congregation may apply to be a *youth affiliate*, with voice but not vote.
- I.iv. Membership termination may be carried out in the following ways:

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- I.iv.1 the member clearly indicates his/her wishes in writing or orally to a member of the Board of Trustees;
- I.iv.2 the member fails to respond within 90 days to written communication from the committee responsible for membership when such communication is sent to the member's last known address;
- I.iv.3 the Board of Trustees votes by a $\frac{3}{4}$ majority to terminate the membership of a person for non-participation or conduct disruptive to the operation of the Congregation. Prior to any such vote, the Board shall give written notice of the motion, as well as the supporting reasons, and invite the person to make an oral or written submission to the Board. Notice shall be sent to the member at his/her last known address.

ARTICLE II

AFFILIATIONS

- II.i The Unitarian Congregation of Saskatoon shall be a member of the Unitarian Universalist Association (UUA), the Western Canada District of the UUA, and of the Canadian Unitarian Council (CUC).
- II.ii By a Special Resolution of its membership, the Congregation may subscribe to or cooperate with any other organization, whether incorporated or not, whose objectives are in whole or in part similar to the objectives of the Congregation.

ARTICLE III

CONGREGATIONAL MEETINGS

- III.i Two regular business meetings, the Annual General Meeting and the Financial Meeting, shall be held in each calendar year. From time to time a Special Meeting may be called (see III.iii). All Meetings are called by the Board of Trustees.
 - III.i.1. The Annual General Meeting shall be held prior to May 30; its business shall include approval of the annual budget and election of the Board of Trustees and Coordinating Committee Conveners. *(amended May 2002)*
 - III.i.2. The Annual Finance Meeting shall be held in the fall, before October 31st; its business shall include presentation of the audited financial statement for the past fiscal year. *(amended May 2002)*
 - III.i.3 Notice of, and the agenda for, all Congregational meetings shall be mailed or otherwise delivered to all members at least fourteen days prior to the meeting.
 - III.i.4 Quorum for regular meetings, unless otherwise specified, is 25% of the members; the majority needed to pass motions is 51% of members present and voting.
- III.ii. A Special Meeting may be called by the Board of Trustees at its own initiative, or upon a written request to the Board submitted by 10% of the membership.

ARTICLE XII **ENDOWMENT FUND**

- XII.i. There shall be a segregated fund in the name of the Congregation, known as the Endowment Fund, for the purpose of receiving and holding moneys or from gifts or other assets acquired through donation or bequest.
- XII.ii. The Congregation's Board of Trustees shall appoint, for staggered three-year terms, three Endowment Fund Trustees to be responsible for prudently investing and managing the assets of the Endowment Fund. Each Endowment Fund Trustee must be a member of the Congregation having the legal capacity to manage his/her own affairs. Not more than one Endowment Fund Trustee may be a member of the Congregation's Board of Trustees.
- XII.iii. No person shall serve more than two consecutive terms as an Endowment Fund Trustee.
- XII.iv. The Endowment Fund Trustees shall not expend or encumber the principal of the Fund except as follows:
- XII.iv.1. Endowment Fund Trustees may, if authorized by an 80% majority of members present at a properly called General or Special Meeting of the Congregation, lend or encumber up to 50% of the Fund principal, excluding funds having a donor restriction on such use, to the Congregation for major capital projects;
- XII.iv.2. The Congregation must pay interest on such a loan commensurate with what the Endowment Fund Trustees could earn on the Fund and must repay the principal in a reasonable period of time.
- XII.v. Annually, the Endowment Fund Trustees shall make available to the Congregation the Fund's net income (interest) for the prior year, if required for the operation of the Congregation.
- XII.v.1. Any such income available but not used for the Congregation's operation, shall be added to the Fund principal.
- XII.v.2. When the annual income of the Endowment Fund exceeds 50% of the Congregation's annual operational income, the excess income shall be used to support denominational programs as directed by Special Resolution of the Congregation.
- XII.vi. The Board of Trustees shall not have authority with respect to the Endowment Fund except as expressly provided in these bylaws.

ARTICLE XIII **AUDITOR**

- XIII.i. An auditor or auditors for the Congregation shall be approved by the members at each Annual General Meeting.

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ARTICLE XIV

DISSOLUTION

- XIV.i. Should the UCS cease to function and the membership vote to disband, any net assets of the Congregation shall be transferred to the CUC for its general purposes, except in the following case.
- XIV.ii. The wishes of the testator or donor shall be honoured, as required by law, with respect to any property bequeathed or donated in trust with express conditions on disposal at dissolution of the Congregation.

ARTICLE XV

AMENDMENTS

- XV.i. These Bylaws may be amended by a Resolution of the members of the Congregation at any Congregational Meeting.
- XV.ii. Notice of any proposed change, alteration or addition to the Bylaws shall be contained in the Notice of Meeting to be mailed or otherwise delivered to all members of the Congregation at least fourteen days prior to the meeting.

[version of May 2002]