

Revised Bylaws of the Unitarian Universalist Congregation of Somerset Hills

(Revised to include all amendments as of May 18, 2014)

Article 1: Name

The name of this religious society shall be the Unitarian Universalist Congregation of Somerset Hills.

Article 2: Purpose

The purpose of this Congregation is to organize as a religious community which has at its heart these beliefs: a commitment to accept one another and encourage each other's spiritual growth; a recognition of the inherent worth and dignity of every person; a belief in the need for justice, equity and compassion in human relations; a commitment to a free and responsible search for truth and meaning; acceptance of the right of conscience and the use of the democratic process within our Congregation; a desire to further the goal of world community with peace, liberty, and justice for all; and a deep and abiding respect for the interdependent web of all existence of which we are a part.

In all of our activities we encourage the full participation of everyone without regard to age, class, color, differences in physical or mental ability, gender, marital status, national origin, political affiliation, race, religious background, or sexual orientation.

We affirm our responsibility to be inclusive in all aspects of congregational life; especially in our hiring, appointment, and election practices; and, in the calling of our religious professionals.”

Article 3: Membership and Affiliations

Method of Joining:

Membership in this congregation is open to any person 14 years or older who affirms and wishes to promote our principles and purpose. To join, a person shall sign the membership book.

Voting Members:

Individuals may become .Voting Members. 30 days after having signed the membership book and having made a financial contribution of record during the current Congregational Year. Only Voting Members shall be counted in the population of the Congregation.

Associate Members:

Individuals ages 14 to 17 (inclusive) may become Associate Members. Upon fulfilling the requirements for Voting Members (Associate Members may satisfy the financial contribution of Voting Member by providing services in kind to the Congregation). Such Associate Members will have full voting privileges except when prohibited by law (e.g. financial matters of the Congregation) and may be elected as a Youth Representative as described in Article 6. An Associate Member may not be elected as an Officer as described in Article 7 and will not be included in the population count of the Congregation.

Friends:

A Friend is any person who affirms and wishes to promote our principles and purpose, and who makes a financial contribution of record but does not choose to sign the membership book. Friends may participate in any or all Congregation functions (including all mailings) except for voting in the Annual Congregational Meeting or Special Congregational Meeting as outlined in Article 5.

Pledge Units:

Families making a joint financial contribution of record are referred to as Pledge Units, while each family member who has signed the membership book is considered a Voting Member or Associate Member, as appropriate. Family members who have not signed the membership book will be considered Friends.

Termination:

Members may terminate their membership through written request or through the recommendation of the Treasurer of the Board and by the vote of the Board when the member has died, moved away, or cannot be located. The Treasurer is accountable for ensuring that the membership records are reviewed annually.⁸

Article 4: Denominational Affiliation

This congregation shall be a member of the Unitarian Universalist District of Metropolitan New York or a successor District, and of the Unitarian Universalist Association of Congregations.

Article 5: Congregational Meetings

Annual Congregational Meeting:

The Annual Congregational Meeting shall be held in the spring of each year at such a time and place designated by the President. The agenda for the Annual Congregational Meeting shall include adoption of an annual budget, election of Officers, Board of Trustees and Nominating Committee, and other business as appropriate.

Special Congregational Meetings:

Special Congregational Meetings may be called by the Board or by the receipt of a written petition requesting such a meeting signed by at least 15% of all Voting Members. The Secretary of the Board shall call such a meeting.

A call for a Special Congregational Meeting, either by the Board or by petition, shall state the purpose of the meeting. No other business may be transacted at such a meeting.

Notice:

The business to be transacted at all Congregational Meetings shall be set forth in a notice of the meeting which shall be sent to all members by mail, e-mail or whatever written communication deemed appropriate by the Board at least 15 days prior to the meeting.

Quorum:

Thirty Percent of the Voting Members shall be required to constitute a quorum at all Congregational Meetings except as otherwise noted. A provision for voting by proxy will be established by the Board. Unless stated otherwise in the meeting notice, written proxies shall be accepted by the secretary of the meeting from Voting Members.

Article 6: Officers

The officers of the Congregation shall consist of a President, Vice-President, Secretary, and Treasurer. At the Annual Congregational Meeting, the Congregation shall elect Officers to all open Officers' positions.

Terms:

The terms of the Officers shall be for two Congregational Years. Upon the completion of the President's term of office, the Vice-President shall succeed the President upon election by the Congregation at the Annual Meeting.

Executive Committee:

The Executive Committee shall be composed of the Officers of the Congregation. The Executive Committee shall carry forward the program and plans of the Congregation and the Board. It shall exercise the powers and duties of the Board when necessary, between meetings of the Board. It shall report promptly to the Board all actions taken. It shall prepare an agenda for each Board meeting and shall gather and evaluate relevant data pertaining to each item of the agenda. It shall have further such powers and duties as the Board shall assign. In the event of a tie vote among the Officers, the President's vote shall take precedence.

The Executive Committee shall have oversight of designated Congregational Committees and Task Forces who shall report directly to the Executive Committee.

Powers and Duties of Officers:

The President shall be the chief administrative officer of the Congregation. The President shall preside at all meetings of the Congregation and the Board.

The Vice-President shall perform the duties of the President and shall have the power of that office in the absence, incapacity, or resignation of the President. The Vice-President shall serve as the chairperson of the Council organization as outlined in Article 10 should there be one and will be responsible for communications of all Council reports to the Board at its regular meetings.

The Secretary shall have general charge of and responsibility for all non-financial records of the Congregation and shall keep accurate minutes of all meetings of the Congregation, Board, and the Executive Committee. The Secretary shall keep the Congregation informed of the actions of the Board and Executive Committee. The Secretary shall be responsible for maintaining a complete and accurate archive of minutes of all Congregation, Board, and Executive Committee meetings along with other non-financial records of significant Congregational actions.

The Treasurer shall: receive, safely keep, and account for all money and other property of the Congregation entrusted to her/his care; disburse the same in accordance with the Annual Budget and under the guidance and direction of the Board; submit a written financial status report at all regular meetings; cooperate with and support the annual financial audit. She/he shall maintain:

- A current roster of the Pledge Units and their contributions and/or pledges for future contributions.
- A record of membership in the Congregation and the voting eligibility of the members.
- A complete accounting set of financial records of the Congregation shall remain the property of the Congregation. These records shall be open for inspection by any member, with the exception of individual contributions or other member personal financial data.
- The annual financial report of the Congregation.
- Ensure that an annual independent review be performed prior to the Annual Meeting.

Other Duties of Officers:

In addition to serving on the Executive Committee and exercising the powers and duties of his or her respective office, each Officer may have further powers and duties assigned by the Board, provided that they are within the spirit of that Officer's elected responsibility as outlined above. While Officers are accountable for responsibilities as defined, from time to time they may delegate specific tasks to other members of the Congregation.

Vacancies:

Any vacancy of an office with the exception of the President or Vice-President may be filled by any Voting Member by action of the Board for the remainder of the Congregational Year. The vacancy in the office of President or Vice-President shall be filled by special election, to be called by the Board within a reasonable time following the occurrence of such vacancy.

Article 7: Board of Trustees

Composition:

There shall be a Board of Trustees composed of seven Trustees, the four elected officers of the congregation, and a Youth Representative. All Trustees and Officers shall be Voting Members of the Congregation.

Trustees shall serve terms of two years on a staggered basis with three or four trustees being elected each year at the Annual Meeting, except that additional Trustees may be elected as needed to fill unexpired terms.

No more than one member per household shall serve on the Board at any one time. The preceding sentence shall not strictly apply to the Youth Representative and his/her parent or legal guardian and for such purpose shall act as a suggestion only.

Responsibilities:

The Board shall be the head administrative body of the Congregation and will be responsible, together with the minister(s), for ensuring the spiritual well-being of the congregation and that the purpose of the Congregation is preserved as outlined in Article 2. In addition the Board, on behalf of the Congregation, shall be vested with the care and administration of the real and personal property of the Congregation, and shall conduct its business affairs. It shall keep the Congregation informed of its actions by timely transmission of Board meeting proceedings.

Through its President, the Board shall call special Congregational Meetings as needed. Each year the Board shall present a proposed budget to the Congregation. Neither the Board, nor the Officers of the Congregation shall incur any further financial obligations totaling in excess of three percent of the operating budget most recently approved during the fiscal year without specific authorization of a Congregational Meeting.

Notwithstanding the foregoing three percent limitation on financial obligations in excess of the operating budget, the Board is authorized to incur a financial obligation in an amount up to six percent of the operating budget most recently approved during the fiscal year without special authorization at a Congregational Meeting to address emergency repairs to any building owned by the Congregation and regularly used for the Congregation's operations.

Meetings:

The Board will hold a minimum of ten regularly scheduled meetings during the program year. The President shall act as the presiding officer at all meetings of the Board.

Quorum:

A quorum shall be six voting members of whom at least two shall be Officers.

Ex Officio Members:

The Minister(s) and the Director of Religious Education shall be ex officio and non-voting members of the Board.

Youth Representative:

The Board will have a Youth Representative who shall serve for a one-year term with full voting privileges, except on matters of financial concern. The Youth Representative must meet the following qualifications: be an Associate Member of the Congregation, be an active member of the FLASH (Future Leaders at Somerset Hills) youth group, be willing and able to attend Board meetings, and be willing to report back to the FLASH on a regular basis about the Board meetings.

The Youth Representative will be nominated by the Nominating Committee upon the recommendation of the Director of Religious Education. If no such nominee is available, then the Youth Representative position may remain vacant.

Termination and Removal:

The Board or any of its members may be removed from elected office by any of the following means:

Automatic Resignation

Failure of an Officer or Trustee to attend three consecutive regular Board meetings or four of any six consecutive regular meetings shall result in automatic resignation without further action or notice, unless waived by the Board for extenuating circumstances.

Removal by the Board of Trustees

The removal of any elected Officer or Trustee, except for automatic resignations, requires a two-thirds majority vote of the Board. Decisions of the Board in regard to the removal of any elected position are subject to confirmation by a vote by the membership at a duly constituted Special Congregational Meeting called for that purpose as soon as is reasonably practicable after the Board's decision. A two-thirds majority vote by written ballot is required to confirm a removal. If removal by the Board is not confirmed at the Special Congregational Meeting, the Officer or Trustee shall resume his or her position.

Removal by the Congregation

Any Trustee or the entire Board of Trustees may be removed, with or without cause, by members entitled to vote at any meeting. Such action shall be at a Special Congregational Meeting called for that purpose. A two-thirds majority vote of "no confidence" by written ballot shall be required for removal. A parliamentarian acceptable to the majority of members present shall preside at the meeting.

Vacancies:

The Board shall fill any vacancy of a Trustee or Youth Representative by appointment of a Voting Member of the Congregation or FLASH member (respectively), who will fill the vacancy for the remainder of the Congregational Year.

Article 8: The Committee on Shared Ministry

The Committee on Shared Ministry will work to support the mission of our congregation by:

- Creating opportunities for members of the congregation to bring forward issues and suggestions to improve congregational life.
- Reviewing and assessing all aspects of ministry within the congregation.
- Educating the congregation regarding all aspects of our ministries.
- Advising the congregation, Board, and professional leadership regarding the health of our ministries, making recommendations as necessary to strengthen us in developing right relations inside and outside our congregation.

The Committee on Shared Ministry shall consist of six Voting Members of the congregation who are not currently serving on the Board. Each shall be selected for a three-year term with two members selected each year giving staggered terms of office to the six members. The minister will serve as an ex-officio member of COSM.

Nominees for the Committee on Shared Ministry shall be voted on at the Annual Congregational Meeting. A vacancy that occurs with more than one year remaining in the term will be filled on an interim basis until the next congregational meeting by the recommending body that nominated the resigning member. Nominations for the six members will be made by the following:

- Board, Nominating Committee, Director of Religious Education, and the Minister.

When an Interim Minister begins serving the congregation, the Board of Trustees and the Interim Minister shall implement a transition period of defined length and name members of a Transition Team. During the transition period, the Committee on Shared Ministry shall be suspended.

Article 9: Elections

Annual Elections:

At each Annual Congregational Meeting, the Voting Members shall elect Officers, Trustees, a Youth Representative, Nominating Committee members, and Committee on Shared Ministry members to fill all vacant positions. The Nominating Committee nominates candidates for each office that will be vacated by the expiration of that Officer's term, for the three or four open Trustee positions, and for the Youth Representative. The Nominating Committee also nominates candidates to fill any Board positions (Officer or Trustee) that have been temporarily filled by Board appointment during the Congregational Year. The candidates for the Nominating Committee itself are nominated as described below, and for the Committee on Ministry as described above. In addition, nominations from the floor may be proposed for any of these positions.

Terms:

All terms are for two years with the exception of the Youth Representative whose term is one year.

Contested Elections:

In the event of a contested election, for example as a result of floor nominations, the candidate(s) receiving the most votes shall be considered elected to the position.

Succession to Office:

Newly elected people shall assume their respective offices from July 1 through June 30 following their election at the Annual Congregation Meeting.

Eligibility to Serve:

Only Voting Members shall be eligible to serve in any office of the Congregation.

Restriction of Terms:

Trustees may not serve two successive full terms. A past President may not be elected to the Board as Officer or Trustee for one year after completion of her or his term as President.

Nominating Committee:

The Nominating Committee will consist of five Voting Members elected at the Annual Congregational Meeting for staggered terms of two years, with two new members or three new members in alternating years. The Committee shall elect a chairperson from among its members and will prepare a slate of nominees for each elected Officer or Trustee. These nominees will be Voting Members, none of whom will be members of the Nominating Committee. As a condition for nomination, the committee shall interview each candidate and obtain his or her consent to be nominated.

Candidates for the Nominating Committee are selected by both the current Nominating Committee and the Board. The Nominating Committee shall propose at least one candidate. The remaining candidate will be selected by the Board to complete the slate of candidates for the Nominating Committee. No member of the Nominating Committee may serve successive two-year terms. The slate of nominees shall be prepared in time for inclusion in the Notice of the Annual Congregational Meeting. Vacancies on the Committee shall be filled by the Board.

Floor Nominations:

In any election, nominations for any office may be made from the floor, provided that the nominee is a Voting Member meeting all of the qualifications for the office and has given prior consent to such nomination.

Special Elections:

In the case of a Special Election of an Officer, the Board shall instruct the Nominating Committee to prepare a slate of nominees for the office(s) to be filled. Nominations may be made from the floor. Eligibility requirements and prior consent as provided herein are applicable in all Special Elections.

Article 10: Service Groups, Auxiliary Organizations, and Task Forces

Congregation Council:

The Board may organize all Service Groups/Committees with the exception of the Nominating, Finance, and Executive Committees into a Congregation Council made up of at least one person from each Service Group. The Council chairperson will be the Vice-President of the Congregation. The council will meet once every three months, or as the Council chairperson deems necessary. The purpose of the Council is to oversee the progress of Service Group work and ensure open lines of communication between each Service Group and from each Service Group to the Board.

Service Groups:

The Board may appoint standing and temporary Service Groups, as it deems necessary. All Service Groups and Committees shall report to the Board or Executive Committee at the time and in the form determined by the Board.

Service Group/Committee Leadership:

Service Group/Committee leadership shall be appointed by the Board upon the recommendation of the Vice-President in consultation with the Service Group/Committee.

Service Group/Committee Membership:

Membership of all Service Groups with the exception of Nominating, Committee on Shared Ministry, Personnel, and Executive Committees shall be open to all interested parties. Membership in the Nominating and Executive Committee is open to all Voting Members of the Congregation. Leadership serves at the pleasure of the Board and the Board has the power to appoint or remove service group chairpersons.

Auxiliary Organizations:

Upon application to and approval by the Board, a group or organization which does not wish to function as a Service Group of the Congregation may become affiliated with the Congregation as an Auxiliary organization, sponsored but not normally funded by the Congregation. The application may be approved if, among other things, it shows that the purpose, principles, and action of the Organization will not be in, or hold potential conflict with, the Bylaws or Articles of Incorporation of the Congregation. The majority of the leadership of Auxiliary Organizations must be Voting Members of the Congregation, unless otherwise approved by the Board. Solicitation of the Congregation by any Auxiliary Organization is not allowed without the

approval of the Board. The Board has the authority to revoke the affiliation of any Auxiliary Organization. The Giving Network is an example of an auxiliary organization.

Task Forces:

Task Forces may be established by the Board to address specific short term needs of the Congregation not addressed by Service Groups or Committees. Membership will be determined by the Board on a case by case basis.

Article 10A: The Personnel Committee

The Personnel Committee provides:

- Annual recommendations to the Board for all salaries during the budgeting process in conjunction with the Finance Committee.
- Annual review of the benefits package for all staff and recommendations as appropriate.
- Advice to search committees and the Board as offers for employment are constructed.
- An evaluation process for the Minister and ensures that other staff members are evaluated by the appropriate supervisor.
- Documented processes of all of the above work for review and approval by the Board.

The Personnel Committee shall consist of three Voting Members, approved by the Board, one of which shall also be a member of the Committee on Shared Ministry, or the Transition Team during an interim ministry.

Article 11: The Minister(s)

The Minister(s) shall share with the Congregation through means and ways agreed upon at the time of the call and through stated review, responsibility for the religious meetings of the congregation and its spiritual interests and activities. Achievement of this collaboration shall be considered the responsibility alike of Minister(s) and Congregation.

The Minister(s) shall have freedom of the pulpit as well as freedom to express his or her opinion outside of the pulpit.

Qualifications:

The Minister(s) shall be in fellowship with the Unitarian Universalist Association.

Committee Membership:

The Minister(s) shall be a non-voting, ex-officio member of the Board, the Council and all committees of the Congregation as well as such other bodies as the Trustees shall designate with the exception of the Audit, Personnel, Nominating and Search Committees for his or her replacement.

The Minister(s) should be in consultation with the Nominating Committee.

Minister(s) Agreement Requirements:

The Minister(s) shall have a written letter of agreement with the Congregation and the Trustees shall act as agent of the Congregation in its negotiation and implementation. There shall be a job description for the duties and responsibilities of the Minister(s). An agreement referencing this job description shall be executed each Congregational year. The Minister(s).s agreement shall set forth the terms of employment including salary, performance review and benefits. The Minister(s).s salary and benefits for the calendar year beyond the initial period set forth in the Minister(s).s agreement shall be established annually through the budgetary process upon adoption of the Annual Budget of the Congregation. Annually, the Minister(s).s job description, performance and agreement will be reviewed with the Minister(s) and any changes will be

recommended to the Board. The agreement shall not conflict with these Bylaws. Nothing in the bylaws shall limit the form of this agreement except that any such agreement or amendment thereto must be approved and signed by both the minister and the Board.

Termination of the Minister's Services:

The termination, either voluntary or involuntary, of the minister's services is often an emotional decision involving confidential and/or personal matters. Accordingly, the Board will always seek to terminate the minister's services in a manner it believes will best preserve the worth and dignity of the minister, the Congregation, and any congregants involved, and in accordance with this section and UUA Guidelines. The Board shall consult the District Executive for guidance with respect to any termination of the minister's services.

The relations between Minister(s) and the Congregation may cease either:

- (i) by mutual agreement between the Minister and the Board; or
- (ii) in the event a mutual agreement cannot be reached between the Minister and the Board, by the giving in writing of three (3) months' notice by either the Minister or the Congregation. The Congregation shall give such notice only with the prior approval of a majority of the members of the Congregation present and voting at a Special Congregational Meeting. In such case, the three (3) month notice period shall be deemed to have commenced on the date the Minister received notice of the Special Congregational Meeting called for such purpose. The determination of whether the Minister will be required to continue to perform ministerial duties during any such notice period shall be at the discretion of the Board.

Interim Ministry:

In the event of an immediate or future vacancy in the ministerial office, the Board shall determine whether the best interests of the congregation would be served by hiring an Interim Minister or calling a Special Congregational Meeting for the purpose of electing a Ministerial Search Committee. In the event of an immediate vacancy in the ministerial office, the Board may engage the services of a consulting minister. If the Board determines that the hiring of an Interim Minister is appropriate, it shall appoint an Interim Search Committee of not less than three voting members which shall follow UUA and District Guidelines in evaluating and interviewing potential candidates. The Interim Search Committee, if it identifies an appropriate Interim Ministerial candidate, shall present the candidate to the Board for approval. The Executive Committee shall negotiate a contract with the Interim Ministerial Candidate which shall be subject to approval by the Board.

Ministerial Search Committee:

If the Board determines that the best interests of the congregation would be served by calling a settled minister, the Board shall present a Ministerial Search Committee slate of seven nominees and two alternates to the congregation at an Annual Meeting or at a Special Congregational Meeting called for the purpose of electing a Ministerial Search Committee. All nominees will be Voting Members. Additional nominations may be made from the floor. Elections shall be held in accordance with Article 9.

The Negotiating Team:

After the election of a Search Committee, the Board, in its discretion and as informed by the recommendations of the UUA, may appoint a three member Negotiating Team to draft and negotiate the Minister Agreement. The membership of the Negotiating Team shall include a member of the Board of Trustees and a member of the Search Committee. The Negotiating Team will prepare a draft Minister Agreement to be included in the packet sent to prospective ministers.

Following the selection of a ministerial candidate, the Board will, in its discretion, authorize the Negotiating Team or the Search Committee to finalize the Minister Agreement with the ministerial candidate selected by the Search Committee. Where possible, prior to announcing the name of the ministerial candidate to the Congregation, the final Minister Agreement should be approved and signed by the Board of Trustees and signed by the ministerial candidate, subject to a vote to call by the Congregation and a decision to accept the call by the ministerial candidate.

Calling the Minister(s):

The Ministerial Search Committee, if it identifies an appropriate ministerial Candidate, shall present the Candidate to the membership. The candidate must be approved by 90% of the Voting Members present at a Special Congregational Meeting held for that purpose.

Article 12: Dissolution

In the case of dissolution of the congregation, all of its property, real and personal after paying all just claims upon it, shall be conveyed to and vested in the Unitarian Universalist Association or its legal successor, and the Board of Trustees shall perform actions necessary to effect such conveyance.

Article 13: General Provisions

Congregational Year:

The Congregational Year shall be July 1 through June 30.

Signature Authority:

The President, Vice-President, and the Treasurer shall be the authorized signatories on all monetary accounts of the Congregation as approved by the Board and shall be authorized agents to sign evidences of indebtedness as approved to be issued. Additional signatories may be authorized by the Board. Such signatories shall be reviewed annually.

Bonding:

All Officers of the Congregation and other authorized signatories will be bonded at the expense of the Congregation in an amount determined by the Board.

Protection of Non-Profit Status:

Neither the Congregation, the Board, nor any Officer or employee of the Congregation shall take any action or allow any activity or use of Congregation property which shall endanger the nonprofit corporate status or charitable, tax-exempt status of the Congregation or its property. Nothing in these Bylaws shall be construed to allow a violation of this section.

Protection of the Assets:

The encumbrance, sale, or transfer of any real property of the Congregation shall be authorized only upon the two-thirds vote of the Congregation at which a quorum of 51% of the Voting Members shall be required.

Insurance:

The buildings and contents owned by the Congregation shall be adequately insured and the Congregation shall carry liability and other forms of insurance in amounts and with such carriers as determined by the Board. Funding for such coverage shall be considered an essential expenditure for inclusion in the Annual Budget.

Parliamentary Authority:

At all meetings of the Board, Executive Committee, and the Congregational Council and its Service Groups, decisions shall be made by consensus of all members present at a meeting. The Congregation is committed to operating by consensus. If, however, consensus cannot be reached, the presiding chairperson shall so declare and actions shall be taken by majority vote.

The Annual Congregational Meeting and any other Special Meetings shall be governed by Robert's Rules of Order, Newly Revised to the extent that they are not inconsistent with these Bylaws, the Articles of Incorporation of the Congregation, or applicable law.

For any issue not otherwise specified in these Bylaws, a 51% majority vote of the Voting Members present or by proxy is required to carry the issue.

Article 14: Amendments

Direct Amendment:

Amendments to these Bylaws may be proposed by the Board or by petition to the Board of at least 15% of the Voting Members. All proposed amendments shall be included in the Order of Business of the Congregational Meeting at which they are to be decided. The notice of any such meeting at which any such proposed amendment(s) shall be considered shall include a copy of the proposed amendment(s). A two-thirds vote is required to adopt any proposed amendment.

Indirect Amendment:

In the event that action is taken upon a two-thirds vote at a Congregational Meeting and such action is inconsistent with the By Laws in effect at the time of the vote, then the congregational vote shall be deemed a vote to amend the By Laws. The Board of Trustees shall arrange for the preparation of a revised set of By Laws reflecting the change which shall be made available to all Members of the Congregation as soon as is reasonably practicable.

Interim Amendment:

In the event that action is required by the congregation that is essential to the successful operation of the congregation and that follows a UUA recommendation, guideline or best practice but is inconsistent with the By Laws in effect when action is required, the Board of Trustees may take such action upon a 2/3 majority vote of the full membership of the Board of Trustees provided that (1) the By Laws in effect at the time of the Board's decision do not specifically require the action to be approved by a congregational vote; (2) the action does not incur a financial obligation in excess of that permitted pursuant to Article 7; and (3) the action is ratified by Direct Amendment of the By Laws as provided above no later than the next Annual Meeting occurring after the action is taken.

Bylaws of the Unitarian Universalist Congregation of Somerset Hills

Originally approved on November 2, 1997

Amendments:

May 16, 2004: Article 6: Officers, and Article 7: Board of Trustees

Bylaws were amended to reflect change in wording from “President Elect” to “Vice President”, office of “Past President” was eliminated and an additional Trustee added to maintain a total of 12 board members: 4 officers, 7 trustees and 1 youth representative (as opposed to 5 officers and 6 trustees). Terms of President and Vice President were increased from 1 year to 2 years. The terms of Secretary and Treasurer were increased to 2 years as well, although the original bylaws did not prohibit them from serving for more than one year, if willing.

May 22, 2005: Article 7: Board of Trustees

Bylaws were amended to allow the Youth Representative to serve on the board with a family member.

May 20, 2007: Article 2: Purpose

Two paragraphs were added to incorporate Welcoming Congregation language into our Bylaws.

June 2, 2014: Article 8; Article 9; Article 10; Article 10A

All instances of “Committee on Ministry” changed to “Committee on Shared Ministry”