

# Fall 2020 Congregational Meeting

## First Unitarian Church of Orlando

Meeting Agenda  
November 8, 2020  
11:30 am to 1 pm  
(via Zoom)

*The mission of the First Unitarian Church of Orlando (1U) is to exemplify liberal religion in Central Florida with a commitment to lifelong spiritual growth and compassionate service to the community.*

A quorum (20% of members) will be established by the **Wendy McCleskey, Secretary**.

<b>Call Meeting to Order</b> (at 11:40 AM after establishing a quorum)	Mary Dipboye, Board President	1
<b>Opening words and chalice lighting</b>	Rev Sam Schaal, Transition Minister & Mary	5
<b>Approval</b> of minutes from Annual Congregational Meeting (May 17, 2020)	Mary	1
<b>Board of Trustees Report</b> *Board Goals 2020-2021 *COVID Actions Update *1U Bylaws & Policy & Procedures Update	Mary	15
<b>Approval</b> of 1U Bylaws	Mary	5
<b>Treasurer's Report</b>	August Calabrese, Treasurer	8
<b>Transition Minister's Report</b>	Rev Sam	10
<b>Religious Education Coordinator's Report</b>	Sarah Gray, RE Coordinator	8
<b>Sanctuary Renovation Update</b>	Dan Homblette, Lead, Completing the Dream Team	5
<b>Ministerial Search Committee Update</b>	Sandy Pollock & Gregg Buckingham, Co-chairs, MSC	15
<b>Q &amp; A</b>		10
<b>Closing &amp; Extinguishing the Chalice</b>		2

\*Members will not vote during the meeting. Rather they are invited to vote during a period starting Sunday, Nov 1 @ 1 pm and ending Monday, Nov 9 @ 1 pm. To vote, members may use a link in the Weekly Update to open the ballot and then send it. Or they may call to give their vote at these times  
-Sunday, Nov 8 (1 pm to 4 pm) 434-953-7229 Suellen Rose  
-Monday, Nov 9 (10 am to 1 pm) 407-821-6482 Joan Nelson

*Thank you for your participation!*

**Annual Congregational Meeting of the First Unitarian Church of Orlando**  
**Minutes**  
**May 17, 2020 - 11:45 a.m.**

(Status: draft, will be presented at next congregational meeting for approval)

The mission of the First Unitarian Church of Orlando (1U) is to exemplify liberal religion in Central Florida with a commitment to lifelong spiritual growth and compassionate service to the community.

**11:45 Endowment Fund Annual Meeting conducted by Mike Haddad Adjourned at 12:01**

Annual report is showing on the orlandouu.org website.

**Note:** members were asked to submit votes by using a voting form and submitting it online. The voting period covered eight days, starting on Sunday, May 10 and concluding on Monday, May 18 @ 1 pm. 140 members had submitted votes.

**OPENING**

**Quorum** A quorum was established by the President Elect Joan Nelson. (49 needed, 102 screens logged on)

**Call to Order** **Mary Dipboye, BOT President**, called the meeting to Order at 12:02 PM after establishing a quorum

**Open Words & Chalice Lighting** **Rev. Sam Schaal, Transitional Minister**, gave Opening Words & led the Chalice Lighting

**In Memoriam** Rev Sam remembered the passing in the last year of Sharon Cilono, Sally Olivier, Ron Gross

**Meeting Minutes** **Mary D.** asked members to approve minutes from the last congregational meeting on March 1.

**Year in Review and a Look Ahead** **Rev. Sam** reported that the RE Program especially busy. We made a History Wall, are working on organizational structure and leadership, and will be carrying out a slow transition back to in-person services. We need to maintain our online ministry even after we fully resume in person activities. More information is available in Rev Sam's annual report on 1U website under Members/Governance  
<https://www.orlandouu.org/wp-content/uploads/2020/04/Transition-Minister-Annual-Report-2020.pdf>

**Completing the Dream – Sanctuary Renovation Update** **Dan Homblette, Chair** (See report attached)

**Proposed Budget 2020-2021** **Dave Shine, Finance Chair** reported that 1U's current financial position is very strong with ample reserves. New expenses from the previous year include a 3% raise for all staff, the Music Director's hours increased from 15 to 20 hours, and healthcare for staff starting Jan 1, 2021. Covid-19 has affected all of us. The BOT may need to consider the possibility that some cannot meet their pledges, and be prepared to adjust expenses as necessary. The Finance Committee thanks its

outgoing members and welcomes the next members: John Hartgering, Chair, August Calabrese, Treasurer, Louise Christie, Endowment, Collon Fox, Richard Greene and one open position.

### **Nominating Committee Report Rosemary Durocher, Chair**

Members were asked to approve the following nominees.

#### **Nominees for BOT Officers & Trustees for 2020-2021**

- President **Mary Dipboye** (new 1-year term that ends 6/30/21)
- President Elect **Paul Knight** (new 1-year term that ends 6/30/21)
- Treasurer **August Calabrese** (serves remaining year of 2-year term that ends 6/30/21)
- Secretary **Wendy McCleskey** (new 2-year term that ends 6/30/22)
- **Joan Nelson** (new 2-year term that ends 6/30/22)
- **Ann Patton** (new 2-year term that ends 6/30/22)
- **Alan Oberholtzer** (new 2-year term that ends 6/30/22)

#### **Nominee for Nominating Committee**

- Mary Ann Horne (new 2 year term that ends 6/30/22)

**General Assembly Delegates.** **Mary D.** announced 1U's delegates: Mary Dipboye, Joan Nelson, Cindy Schleier, Mary Ann Horne, Cammi Horne (costs met by UUA due to her position as Senior Business Manager for GA). GA is virtual this year, June 24 – 28.

**Ministerial Search Committee** **Mary D.**, asked members to vote for 2 nominees: Craig Alig, Rose Beiler, Gregg Buckingham, Louise Christie, Michael Cohen, Marty Haynie, Elizabeth Horn, Roderick Jacobs, Diane P. Kerkhoff, Allison McMillen, Michael McCleskey, Sandy Pollock, Cat Rigby, Rhonda Rodriguez, Jock Smee. The MSC will consist of seven members. Four will be those who received the most votes from members plus three will be appointed by the BOT from same list of nominees. The MSC members will be announced Sunday, May 24, 2020.

**Recognition of Outgoing Elected Leaders** **Mary D.** recognized and thanked the following members who are leaving the BOT: John Hartgering, Mary Ann Horne, George Hooper, and Nominating Committee members Rosemary Durocher and Paul Knight.

**Wake Now our Vision** **Mary D.** thanked members who have pledged to support 1U or other UU organizations in their estate plans as part of the Wake Now our Vision program: Julia Chinnock & Richard Champalbert, Joan Cleary & Walter B. Taylor, Cynthia & Michael Cohen, Marty & Michael Haddad, Dave Harvey, Kathy & Dan Homblette, Michael Lewis, Jenny Lockington, Carolina & Ken Lofgren, Ben McKay, Suzanne Paszkowski & Dawn Wicklow, Cindy Schleier.

On behalf of the church, Mary also thanks everyone who has served 1U on a committee, group, team, or any other way throughout the year.

#### **Installation of Incoming Elected Officers Rev. Sam**

#### **Questions Transcribed from the online Chat (Zoom):**

**Rev. Kierstin Allen (she/her/hers) :** Do the bathroom renovations include any moves towards gender neutral restroom access from the sanctuary?

**Steph Garber:** When the new rest rooms are done, can they be generic rather than noted as men or women?

**Karen Ramberg:** That is being evaluated, but not part of the renovation

**Dan Homblette:** The renovation team, the minister and the BOT have had conversations on doing that. It is a better question to be answered by the congregation and will be addressed in the future after the renovations are complete.

**Alex & Jeffri Moore:** What are the Board's thoughts on the UUA recommendation to continue virtual/online worship until May 2021?

**Alex & Jeffri Moore:** It's the Board's decision to determine when to go back to in-person worship; has the Board discussed this yet?

**Rev. Sam:** The BOT are looking at long range planning. When can we continue in-person worship, may be sooner of May 2021 using protective measures, distancing, face masks, and sanitizing. The BOT has not met since the UUA recommendation was released. The UUA may be trying to enlarge our frame of time which may be larger than we think.

**Cindy Schleier:** This has been an ongoing discussion with the BOT and minister. At this point in time, no one can be sure when it will be safe to meet in person.

**Mary D.** gave thanks to Rev. Sam for a fantastic transitional journey. We are looking forward to one more year of completing the process to a called Minister.

**Rev. Sam** gives a special Thank You to the staff in these times that we have to be so flexible. Of note, Kristen M., Nursery, has resigned over virus health concerns.

**Closing Words** Mary D., Thanked all for attending our first virtual congregational meeting. Please contact Mary, or any BOT member if you have further questions. Enjoy the rest of this beautiful day.

**Extinguish the chalice. Rev. Sam**

Adjourned 12:48 PM with 104 screens logged on.

Additional Committee Reports can be found at [orlandouu.org](http://orlandouu.org) in the Members, Governance section.

Respectfully submitted by Wendy McCleskey

Attached: Completing the Dream – Sanctuary Renovation Update

## Sanctuary Renovation Project Update

Dan Homblette, Chair, Completing the Dream Team

**Team Members:** August Calabrese, John Hartgering, Karen Ramberg

Contracted fee for the total project is \$480,000, with pre-construction planning at \$22,000 and construction at \$458,000.

Breakdown of how the project is being funded: Capital Campaign Pledges: \$418,000, Designated Reserves: \$42,000, Wake Now My Vision: \$20,000. Cash in hand from the pledges is presently \$372,000. The Endowment has committed to providing a bridge loan. This may not be needed if all pledged monies come in prior to final invoices for the project.

### Scope Review:

Primary Elements: New roof, new HVAC, new emergency door on the south wall, with walkway. Secondary Elements: New space for the AV Team, updated wiring/power to the stage area, add a monitor to assist the choir/pianist, redo the interior paint, carpet, ceiling tiles, refresh the bathrooms, new pulpit and associated pedestals/stands, assess projector screen vs monitor for the front.

### Items Not In The original Scope (will be included as contingency is not used):

- Lower the sanctuary light fixtures above the pews and replace fixtures in the tower and choir loft.
- Install sound baffles in the tower ceiling.
- Upgrade the bathrooms – floor tile, new counters, new plumbing fixtures, new stall hardware.
- Replace/enlarge the stage and add a curved backdrop behind the pulpit.
- Upgrade the cabinets/storage in the Foyer, add a fixed cabinet in the men's room for supplies.
- Add security cameras to cover the entry and courtyard.
- Add sound video connection to Gore Hall.
- Extend the new south walkway along the west side of the building and replace the existing landscaping.
- Add sound panels to the Sanctuary walls.
- Add an information board to the Foyer.
- Technology to be added with Capital Budget funds: new projector/screen or a large monitor.

Future consideration: T-Coil (for adaptive hearing devices). Consultant to visit campus to provide detailed cost estimate. Installation not impacted or dependent upon remodel work. Based on research, cost estimate approximately \$20,000.

### Schedule:

- Initial design: completed in May.
- Permitting: Primary permit issued.
- Execution of construction phase contract: in progress.
- Estimated construction time frames is 10 weeks with completion in August.

**BYLAWS OF**  
**The First Unitarian Church of Orlando**  
Orlando, Florida

***DRAFT***

*(1U members to vote on 11-8-2020) red = proposed changes*

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**BYLAWS OF THE  
FIRST UNITARIAN CHURCH OF ORLANDO**  
(To be voted on at November 8, 2020 meeting)

**Article 1: PURPOSE**

**The mission of the First Unitarian Church of Orlando (1U) is to exemplify liberal religion in Central Florida with a commitment to lifelong spiritual growth and compassionate service to the community.**

**Article 2: AFFILIATIONS**

The church will be a member of the Unitarian Universalist Association of congregations and the Unitarian Universalist Association Southern Region or their successors.

**Article 3: NON-DISCRIMINATION AND INCLUSION STATEMENTS**

**3.1 Non-discrimination**

This congregation affirms and promotes the full participation of persons in all our activities and endeavors, including but not limited to membership, programming, hiring practices, and calling of religious professionals, without regard to race, color, ethnicity, gender identity, physical or mental challenge, affectational or sexual orientation, class, or national origin.

**3.2 Inclusion**

**We recognize that systems of power, privilege, and oppression have traditionally created barriers for persons and groups with particular identities, ages, abilities, and histories. We pledge to do all we can to replace such barriers with ever-widening circles of solidarity and mutual respect. We strive to be a congregation that truly welcomes all persons and commits to structuring congregational life in ways that empower and enhance everyone's participation.**

**Article 4: MEMBERSHIP**

**4.1 Requirements**

Membership requires commitment to the covenant of this church as stated in the *Bond of Union* in the Membership Book:

*Our Bond of Union: We associate ourselves together for the study and practice of morality and religion as interpreted by the noblest lives of humanity, hoping thereby to prove helpful to one another and to promote truth, righteousness and love in the world.*

Members should be caring, supportive participants in the congregation.

To become a member, a person will:

- Adhere to the current requirements for membership as set forth in church "Paths to Membership" policies.



- Be 18 years of age and older
- Make a responsible financial contribution to the church and commit to do so annually.

The final steps to membership are the acceptance of the prospective member by the Board of Trustees and the signing of the Church Membership Book in the presence of the Minister or President. New members may vote at a congregational meeting 30 days after signing the membership book.

#### **4.2 Removal**

Removal from membership can be brought about by:

- a. Letter of resignation sent to and acknowledged by the Board of Trustees
- b. Failure to meet the current requirements of membership
- c. Failure to make a responsible financial contribution annually

The final responsibility to remove an individual from membership rests with the Board of Trustees, acting according to current policies, including but not limited to the “Disruptive Behavior Policy”.

### **Article 5: CONGREGATIONAL MEETINGS**

#### **5.1 Annual Meetings**

The annual business meeting of the church shall be held in May of each fiscal year at such time and place and manner as determined by the Board of Trustees. The purpose of the meeting is to:

- a. Adopt the budget for the coming year
- b. Elect officers and trustees of the Board and members of the Nominating Committee
- c. Hear reports from the officers, minister and committees of the church
- d. Announce General Assembly delegates
- e. Such other matters as may come before the congregation

##### **5.1.1 Notice**

The notice for the Annual Meeting of the members will be published on the website at least **21 days** prior to the meeting, and shall include an agenda, a copy of the proposed budget recommended by the Board, a list of vacancies to be filled, the nominations for such vacancies, a clear description of each candidate’s qualifications and the names of officers and trustees whose terms continue for an additional year, and other items as determined by the Board. In addition, the announcement of the Annual Meeting will be in the Order of Service for at least the two Sundays prior to the meeting. Notice shall be effective upon publishing on the website. Members may opt to receive notice via mail or other means, with the same distribution schedule.

#### **5.2 General Meetings**

In addition to the Annual Meeting of the church, there shall be at least two general meetings of the members of the church held in different quarters of the year. The Board of Trustees shall set the date, agenda, and issue the notice for such meetings. Notice for any general meeting will be published on the website at least **21 days** prior to the meeting and will be in the Order of Service for at least the two worship services prior to the meeting. The agenda for the first general meeting of the fiscal year should include the financial ~~and audit~~ reports for the previous year. Notice will be effective upon publishing on the website. Members may opt to receive notice by mail or other means, with the same distribution schedule.

### **5.3 Special Congregational Meetings**

Special Congregational Meetings may be called by the Board or by the receipt of a written petition requesting such a meeting and signed by at least fifteen percent (15%) of all voting members. The Secretary of the Board will distribute notice of such a meeting. A call for a Special Congregational Meeting, either by the Board or by petition, will state the purpose for the meeting. No other business may be transacted at such a meeting.

Notice for a Special Meeting will be given at least seven days prior, by posting on the website and at a Sunday worship service of the congregation. Members may opt to receive notice via mail or other means with the same distribution schedule.

### **5.4 Quorum**

#### **5.4.1 Regular**

Twenty percent (20%) of the members shall constitute a quorum at any meeting of the Congregation for the transaction of business, except as provided in section 5.4.2.

(Note: Committee charters to include notation of their individual quorum)

#### **5.4.2 Special**

Forty percent (40%) of the members shall constitute a quorum for the following actions:

- a. Calling a settled minister.
- b. Dismissal of a minister.
- c. The sale, transfer or any other disposition of any real property of the church valued at more than \$75,000, or the encumbrance of any real property of the church.

### **5.5 Voting**

#### **5.5.1 Regular**

A majority of the votes cast should be sufficient for the adoption of any motion, which may properly come before the meeting.

#### **5.5.2 Exceptions**

The following exceptions will apply:

- a. Calling a new minister, including the contract provisions and subsequent amendments, requires 75% affirmative vote of the members present. (*For dismissal of the minister, see Section 9.2.4.*)
- b. Approval of the sale, transfer or any other disposition of any real property of the church, valued at more than \$75,000, or the encumbrance of any real property of the church, requires a 75% affirmative vote of the members present.

### **5.5.3 Means**

The means of voting shall be determined by the presiding officer at any meeting.

## **Article 6: BOARD OF TRUSTEES AND OFFICERS**

### **6.1 Church Officers**

The officers of the church will include President, President Elect, Secretary, and Treasurer (*see section 6.11 for duties*). The same person may not simultaneously serve in more than one office. Only one person may serve in each officer or trustee position.

### **6.2 Composition of the Board of Trustees**

The Board of Trustees shall consist of no fewer than seven members, and no more than 11 members: four (4) officers (President, Present Elect, Secretary and Treasurer) and the remainder trustees at-large. The Minister and the most recent Past President shall be non-voting, ex officio members.

### **6.3 Limits of Terms**

The Board of Trustees, except the President and President Elect, shall serve two-year terms. Trustees at-large will be assigned to one of two classes, which are elected in alternate years. The President and President-Elect shall serve one-year terms, renewable up to three (3) times, for total of four (4) consecutive years.

All officers and trustees elected at the annual meeting will take the office at the beginning of the next fiscal year on July 1 and will serve until their successors have been properly elected and take office. All members of the Board of Trustees will be eligible for service up to seven (7) consecutive years, **unless further service is approved by the Board.**

### **6.4 Duties of the Board of Trustees**

The Board of Trustees is the principal policy forming and administrative body of the church. The Board of Trustees has full authority and responsibility, except as limited by these bylaws, to act on the business and programs of the church. Specific responsibilities of the Board of Trustees and Board members are set forth in the current policy manual as adopted by the Board of Trustees.

### **6.5 Meetings**

The Board of Trustees must have quarterly regular meetings at a minimum.

### **6.6 Notice**

Written notice including the agenda of the regular meetings will be sent to all members of the Board of Trustees at least three (3) days prior to the meeting. The Board of Trustees' calendar of meetings will be published on the church website annually in August.

### **6.7 Special Board Meetings**

Special meetings may be called by the President or three trustees petitioning the secretary with 24-hour notice, either in writing or by telephone. Notice is effective when it is transmitted. Special

meetings may be held without notice to the congregation in case of an emergency provided that the emergency is documented in the minutes of the next board meeting. **Otherwise, notice will be published on the church website.**

### **6.8 Quorum**

At all meetings of the Board of Trustees a quorum shall consist of at least a majority of the voting members of the Board of Trustees, two (two) of whom must be officers. An affirmative vote of a majority of voting Board of Trustees members shall be required for any action by the Board of Trustees.

### **6.9 Vacancies**

In consultation with the Chair of the Nominating Committee, the Board of Trustees shall fill vacancies in a position of President Elect, Secretary, Treasurer, Trustee, and members of the Nominating Committee for the balance of that fiscal year. Vacancy of the President will be filled by the President Elect. Positions will be filled by election at the annual congregational meeting for the balance of the term.

### **6.10 Removal of *an Elected Officer or Trustee***

Any elected officer or trustee may be removed:

#### **6.10.1 By the Board**

This is done by a two-thirds (2/3) vote of the voting members of the Board of Trustees. Notice of any proposed removal shall be provided by mail to the officer or trustee in question no less than seven days prior to the meeting at which such action will be considered, or

#### **6.10.2 By the Congregation**

This is done by a two-thirds (2/3) vote of the members of the congregation at a meeting called for that purpose at which a quorum shall be twenty percent (20%) of the qualified voting members. Notice of any proposed removal shall be provided by mail to the officer or trustee in question no more than thirty (30) days and no less than ten (10) days prior to the meeting at which such action will be considered.

#### **6.10.3 Member Status**

Any officer or trustee shall automatically be removed from office if the Board of Trustees determines he or she fails to qualify as a Member of the Church.

### **6.11 Duties of Officers**

#### **6.11.1 Executive Committee**

The current Officers (President, President Elect, Secretary, Treasurer) and the Minister and most recent Past President shall constitute the Executive Committee of the Board. This Committee shall meet on the call of the President to prepare the agenda for Board of Trustee meetings and will advise the President on any matters concerning the Church. The

Executive Committee has no authority to act for or on behalf of the Board of Trustees unless that authority is granted by the full Board of Trustees.

## **ARTICLE 7: NOMINATING COMMITTEE**

### ***7.1 Composition of the Nominating Committee***

This committee shall consist of six (6) members who shall serve a term of two years. Committee members will be assigned to one of two classes, which are elected in alternate years.

### ***7.2 Duties of the Nominating Committee***

After consultation with congregational leadership, members and the minister, the Nominating Committee will present to the congregation in writing a slate of members qualified to fill vacant officer and trustee positions, as well as three candidates for the succeeding Nominating Committee. The slate will be included in the notice for the Annual Meeting.

### ***7.3 Meetings***

The Nominating Committee will meet at least twice a year.

### ***7.4 Quorum***

A quorum for the Nominating Committee will be four (4).

## **ARTICLE 8: ELECTIONS**

### ***8.1 Eligibility***

To be considered for election, candidates for the Nominating Committee or for the Board of Trustees

- a. Must have been a Member of the Church for at least one year prior to the election and must be a member at the time of nomination
- b. Must have consented to the nomination, and
- c. Must not be a paid employee of the Church.

### ***8.2 Nominations***

#### **8.2.1 Nominations by the Nominating Committee**

The Nominating Committee is responsible for preparing the slate for the Board of Trustees and Nominating Committee (*See section 7.2*).

#### **8.2.2 Nominations by Petition**

Nominations for any elective position may be made by petition, after the slate is presented in writing to the congregation. Nominations by petition must be made in writing to the Board Secretary, accompanied by the signatures of at least 10% of the voting members of the Church at least 10 days prior to the Annual Meeting. The Secretary will present nominations by petition during the elections at the Annual Meeting.

### ***8.3 Election***

The Congregation will vote on the slate at the Annual Meeting. The term for officers and trustees begins July 1. The term of the Nominating Committee begins immediately following the Annual Meeting. The Nominating Committee will designate and announce a Chair by July 1.

## ***8.4 Votes Necessary for Election***

### **8.4.1 Electing Officers and Trustees**

Members may cast one vote for the slate of Board of Trustees candidates. A majority of the votes cast shall be necessary for the election of officers and trustees.

### **8.4.2 Electing the Nominating Committee**

Members may cast one vote for the slate of Nominating Committee candidates. A majority of the votes cast shall be necessary for the election of the Nominating Committee.

## **Article 9: MINISTER**

### ***9.1 Duties***

The Minister will perform the duties and functions specified in the employment covenant/contract, as amended by agreement with the Board of Trustees, provided that none of these duties and functions conflicts with any provisions of these bylaws.

### ***9.2 Calling, Tenure, Resignation, Dismissal***

#### **9.2.1 Calling a New Minister**

The calling of a new minister will be approved by 75% of the members present at a meeting held for that purpose, at which a quorum of 40% of the members will be required.

#### **9.2.2 Compensation**

Compensation for the fiscal years beyond the first year of employment will be established annually through the budgetary process.

#### **9.2.3 Resignation or Retirement**

The employment of the Minister will continue until it is terminated by the Minister's resignation or retirement. Notice of at least three months will be required.

#### **9.2.4 Termination by Dismissal**

The Minister may be dismissed by a majority (50% plus one vote) of the members present at a meeting called for that purpose, at which a quorum of 40% of the members will be required.

### ***9.3 Reports and Other Responsibilities***

The Minister will make an oral or written report to the Annual Meeting of the Church. The Minister will bring to the attention of the Board of Trustees any matters that seem to be pertinent to the general welfare of the church and will make such recommendations as seem appropriate.

## **Article 10: GENERAL PROVISIONS**

### ***10.1 Fiscal Year***

Fiscal year will end June 30.

### ***10.2 Signature Authority***

The President and the Treasurer shall be authorized signatories on all accounts of the church as approved by the Board and will be authorized agents to sign evidences of indebtedness as approved to be issued by the Board or by the congregation, as required. Additional signatories may be authorized by the Board. Such signatories must be reviewed annually, before July 1

### **10.3 Bonding**

The President, the Treasurer, and other authorized signatories shall be bonded at the expense of the Church in an amount determined by the Board.

### **10.4 Protection of Not-for-Profit and Tax-Exempt Status**

Neither the Church, the Board nor any Officer, Trustee or employee of the Church will take any action or allow any activity or use of Church property which will endanger the nonprofit corporate status or charitable tax-exempt status of the Church or its property. Nothing in these By-laws shall be construed to allow a violation of this section. Policies on conflict of interest, document destruction and “whistleblower” **protection** are to be enforced.

### **10.5 Associated Organizations**

The Church recognizes and supports a good working association with the Alliance and the First Unitarian Church of Orlando Endowment Fund Inc.

### **10.6 Parliamentary Authority**

At all meetings of the Board and the Church, the most recent edition of *Roberts Rules of Order, Newly Revised*, will be the applicable authority on matters of parliamentary procedure to the extent they are not inconsistent with these Bylaws, the Articles of Incorporation of the Church, or applicable law.

## **Article 11: AMENDMENTS**

Amendments to these Bylaws may be made at any legal meeting of the Church, provided a resolution containing the proposed amendment is set forth in the call for such meeting. An affirmative vote of 51% of the qualified members present will be necessary for the adoption of the amendment.

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