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**BYLAWS  
OF THE  
ABRAHAM LINCOLN  
UNITARIAN UNIVERSALIST CONGREGATION  
Springfield, Illinois**

**ARTICLE I – PURPOSE AND AFFILIATION**

The purpose of the Abraham Lincoln Unitarian Universalist Congregation shall be the furtherance of liberal religion consistent with the principles of the Unitarian Universalist Association. The Congregation declares and affirms its special responsibility to promote the full participation of persons in all of its activities without regard to race, color, age, sex, sexual orientation, disability, or national origin.

The Abraham Lincoln Unitarian Universalist Congregation shall be a member of the Unitarian Universalist Association, and the Central Mid-West District of the Unitarian Universalist Association, or their legitimate successor organizations.

**ARTICLE II – MEMBERSHIP**

Section 1: Open Membership. Membership in the Congregation is open to any person who is in sympathy with the purpose and affiliation of the Congregation and who is seventeen (17) years of age or older. A person becomes a member by signing the Congregation Membership Book in the presence of the Minister or any Board Member, thereby evidencing commitment to the well-being of the Congregation.

Section 2: Voting Members. A person must be a member for at least ninety (90) days to be eligible to vote at a Congregation meeting or be counted towards a quorum.

Section 3: Membership List. The Secretary of the Board, or his designee, shall maintain a membership list in which shall be recorded the names and addresses of all members of the Congregation. This list shall be open to inspection by any member of the Congregation upon reasonable request.

Section 4: Maintenance of Membership. To maintain membership in the Congregation, each member shall, during each fiscal year, renew their membership either by providing written notification to the Secretary of the Congregation, or by tendering an identifiable financial contribution to the Congregation, or by tendering an identifiable contribution in kind to the Congregation, or by tendering an identifiable contribution in contributory activities to the Congregation unless prevented from doing so by incapacity. Contributory activities shall be either serving on the Board, or serving on a Committee, or working at Congregational functions, or regular attendance at Congregational meetings.

1 On or about the first day of October of each year, the Secretary of the Board, or his  
2 designee, shall, in consultation with the Treasurer and the Minister, make a determination of the  
3 active members of the Congregation and shall caused to be removed from the membership list  
4 the names of those who are no longer active. Members shall be notified in writing before they  
5 are removed from the membership list so that they may have the opportunity to indicate whether  
6 they wish to continue their membership and, if they so indicate, they shall remain members. The  
7 Board shall annually certify the accuracy of the membership list.

8  
9 Section 5: Termination of Membership. A member may voluntarily terminate membership in the  
10 Congregation by notifying, in writing, the Minister or any Board Member his desire to terminate  
11 membership.

### 12 13 14 **ARTICLE III – CONGREGATIONAL MEETINGS**

15  
16 Section 1: Annual Meeting. The Congregation shall hold an annual meeting during the final  
17 month of the fiscal year to be conducted at such time and place as determined by the Board.  
18 Written notice of said annual meeting shall be sent to all members at least fifteen (15) days prior  
19 to the date of the meeting, including notice of time, place, and proposed agenda. The Board will  
20 coordinate its activities with the Nominating Committee and the Finance Committee to ensure  
21 that the notices of nominations and the proposed budget will be available for examination before  
22 the meeting as set out further in these bylaws.

23  
24 Subsection A: Agenda. The agenda for the annual meeting shall be set by the Board except as  
25 specified further in this subsection. The agenda shall include, without the necessity of further  
26 notice: the election of the Officers and Directors of the Congregation, the election of members to  
27 the applicable Committees of the Congregation as set out in articles VI and VIII, and the officers  
28 of the Endowment Trust as set out in article VII. The Board, by simple majority vote, may  
29 include further items in the agenda. The agenda shall include any item submitted by written  
30 request to the Board by fifteen (15) members of the Congregation. Additional nominations for  
31 the Officers and Directors of the Congregation and the Nominating Committee may be made  
32 from the floor. Additions to the agenda may be made by the call of the chair, if without  
33 objection, or from the floor, if without objection. The agenda shall be available to any member  
34 upon reasonable request. The Secretary shall post the agenda in a prominent place in the  
35 congregational building.

36  
37 Subsection B: Budget. The Treasurer shall post the proposed budget for the next fiscal year in a  
38 prominent place in the congregational building as soon as it is available but at least fifteen (15)  
39 days before the annual meeting.

40  
41 Subsection C: Reports from the Board. The President shall present to the congregation a written  
42 report detailing the activities of the Board and the committees of the Board constituted under  
43 Article V. The President shall present to the congregation a written budget for the next fiscal  
44 year. The President may delegate the giving of these reports as appropriate.

1 Subsection D: Other Reports. The Chairs of the Committees of the Congregation and of the  
2 Endowment Trust shall present written reports of their activities to the meeting.

3  
4 Section 2: Special Meetings. The Congregation may hold special meetings at any other time if  
5 called by the President or by a majority of the Board. Written notice of the call shall be sent to  
6 all members of the Congregation at least fifteen (15) days prior to the date of the meeting, stating  
7 the time, place, and proposed agenda of the meeting.

8 Special meetings may also be requested by Congregation members. This may be  
9 accomplished by written petition, signed by one-fifth (1/5) of the members of the Congregation  
10 residing in Sangamon and the surrounding counties and sent to the President. The petition shall  
11 include the agenda of the meeting. The President shall call a meeting, at a place and time  
12 determined by the President, but in no event sooner than fifteen (15) days and no later than thirty  
13 (30) days after the date of receipt of the petition. If the President fails to act on a properly  
14 submitted petition within five (5) days, the Board shall act in his place.

15  
16 Section 3: Quorum. At any annual or special meeting of the Congregation a quorum shall be  
17 one-quarter of the number of members residing in Sangamon and the surrounding counties.  
18 Members in attendance shall be counted for the purpose of constituting a quorum regardless of  
19 their county of residence. When a quorum is present, a simple majority of the voting members  
20 present shall decide any question except as specified elsewhere in these Bylaws.

21  
22  
23 Section 4: Special Actions. At any annual or special meeting of the Congregation, final action  
24 may not be taken on removal of an Officer, Trustee, or a Director, removal of a Minister,  
25 acquisition or disposition of real property, dissolution of the Congregation, adoption of a budget,  
26 or expenditures in excess of five thousand dollars (\$5,000.00) unless such matter is included in  
27 the agenda of the meeting.

28  
29 Section 5: Voting. Each member eligible to vote shall have one vote. The Minister shall have  
30 one vote. There shall be no proxy and *in absentia* votes.

31  
32 Section 6: Procedure. The President of the Board, or in his absence the Vice President, shall act  
33 as chair of the meeting. The President may appoint any Board Member to be chair of the  
34 meeting in the absence of the President and Vice President. In the absence of the President, the  
35 Vice President, and an appointed chair, the meeting shall elect a chair from the members in  
36 attendance. In the event a question of order or procedure should arise at a Congregation meeting,  
37 the latest edition of Robert's Rules of Order shall prevail.

38  
39 Section 7: Time and Place of Meetings: All annual and special meetings shall be held at the  
40 congregational building except in extraordinary circumstances in which event the meetings shall  
41 take place at another convenient location in Sangamon county. No meeting may be called to  
42 begin before 9:00 a.m. or after 8:00 p.m.

43  
44 Section 8: Posting of Minutes: The secretary shall post the unapproved minutes of  
45 Congregational meetings in a prominent place in the congregational building within fourteen  
46 (14) days of the meeting.

1  
2 **ARTICLE IV – BOARD OF DIRECTORS**  
3

4 Section 1: Board of Directors. The Directors and Officers shall constitute the Board of Directors  
5 of the Congregation. Directors and Officers shall be elected annually by a simple majority vote  
6 of the Congregation members present and voting at the annual or special meeting. All Directors  
7 and Officers of the Congregation shall be eighteen (18) years of age or older. All members of the  
8 Board and Officers must be members of the Congregation for at least six (6) months prior to  
9 their election. Nominations shall be made by the Nominating Committee and shall be set out in  
10 writing in the notice of the meeting. Additional nominations may be made from the floor. Any  
11 person nominated may decline nomination and cause their name to be removed from the list of  
12 nominees. No two offices of the Board may be held by the same person. All shall serve until  
13 their successors have been elected and qualified. No person shall serve on the Board after  
14 resigning from the Congregation. The Minister shall be an *ex officio*, non-voting member of the  
15 Board.  
16

17 Section 2: Officers. The Officers of the Congregation shall be a President, a Vice President, a  
18 Secretary and a Treasurer. Subject to these Bylaws, each Officer shall have, in addition to the  
19 duties and powers herein set forth, such duties as are commonly incident to the office, and such  
20 duties and powers as the Board shall from time to time designate. Each Officer shall serve a one  
21 year term and may be reelected consecutively only once. Officers shall serve terms concurrent  
22 with the Congregation fiscal year.  
23

24 Subsection A: President. The President shall preside at all meetings of the Congregation and the  
25 Board. The President shall have such other duties and powers, as the Board shall from time to  
26 time designate.  
27

28 Subsection B: Vice President. In the absence of the President, the Vice President will preside at  
29 all meetings of the Congregation and the Board. The Vice President shall serve as the  
30 parliamentarian, coordinate and monitor the Committees for the Board and the Congregation,  
31 and shall have such other duties and powers, as the Board shall from time to time designate.  
32

33 Subsection C: Secretary. The Secretary shall keep or cause to be kept a true record of all  
34 meetings and such records shall be open at all reasonable times to inspection by any member.  
35 The secretary shall post the unapproved minutes of Congregational meetings in a prominent  
36 place in the congregational building within fourteen (14) days of the meeting. In the absence of  
37 the Secretary at any such meeting, a temporary Secretary shall be appointed by the President to  
38 record the proceedings of such meeting. The Secretary shall maintain the membership list of the  
39 Congregation, as set out in Article II, and have such other duties and powers, as the Board shall  
40 from time to time designate.  
41

42 Subsection D: Treasurer. The Treasurer shall preserve in the books of the Congregation true  
43 records of all financial proceedings of the Congregation and shall provide financial reports and  
44 payments as directed by the Board. The Board may employ a staff member or outside service to  
45 assist the Treasurer in these duties.  
46

1 Section 3: Directors. There shall be six (6) Directors of the Board. At each annual meeting there  
2 shall be elected three (3) Directors. Each Director shall serve for a term of two years and may be  
3 reelected consecutively only once.

4  
5 Section 4: Responsibilities and Powers of the Board. The Board of Directors shall be  
6 responsible for the financial affairs of the Congregation and shall budget activities in such a  
7 manner as to be consistent with the identifiable resources of the Congregation. The Board shall  
8 be responsible for matters relating to personnel except as set out in Article VIII (Selection and  
9 Removal of a Minister). The Board shall perform such other duties as usually pertain to the  
10 office. The Board shall have and may exercise all the powers of the Congregation except final  
11 actions to: call or remove a Minister; acquire or dispose of real property; expend funds for an  
12 item not in the annual budget in excess of five thousand dollars (\$5,000.00); increase or  
13 decrease expenditures of five thousand dollars (\$5,000) or more for any item in the budget;  
14 increase or decrease total expenditures in the budget by more than fifteen percent (15%); or  
15 dissolve the Congregation. Such matters exempted from final action by the Board may only be  
16 taken by the membership at an annual or special meeting of the Congregation called according  
17 to the provisions of Article III. The Board shall have charge of all property of the Congregation  
18 except as otherwise provided in these Bylaws. The Board shall be the governing body of the  
19 Congregation and as such shall handle all of its business affairs and the management of its  
20 administration. The Board shall, after receiving advice from the Nominating Committee, fill  
21 extraordinary vacancies on the Board, the Nominating Committee, and the Ministerial Search  
22 Committee. The Board shall fill any extraordinary vacancies on the Committee on Ministry  
23 from a list submitted to it by the Nominating Committee, with the advice and consent of the  
24 Minister. Persons so selected to fill the above extraordinary committee vacancies may decline  
25 appointment. Persons so selected to fill the above extraordinary vacancies shall serve until the  
26 next annual meeting of the Congregation at which time an election shall be held to fill the  
27 unexpired term.

28  
29 Section 5: Regular Meetings of the Board. The Board shall hold at least four (4) meetings each  
30 year to be conducted at such times and places as determined by the President. Notice of said  
31 meetings shall be posted in a prominent place in the congregational building at least ten (10)  
32 days prior to the date of the meeting and Board Members shall be notified either in writing or by  
33 telephone.

34  
35 Section 6: Special Meetings of the Board. Special meetings of the Board may be called by the  
36 President or by a majority of the Board. At least three (3) days prior notice of the call shall be  
37 given to all members of the Board. At such a special meeting of the Board no action may be  
38 taken on removal of an Officer or Director, removal of a trustee of the Endowment Trust,  
39 removal of a Minister, or dissolution of the Congregation.

40  
41 Section 7: Emergency Meetings of the Board. In an emergency, the President may call an  
42 extraordinary meeting of the Board on short notice provided good faith efforts have been made  
43 to contact all members of the Board. At such an emergency meeting of the Board no action may  
44 be taken on removal of an Officer or Director, removal of a trustee of the Endowment Trust,  
45 removal of a Minister, acquisition or disposition of real property, dissolution of the  
46 Congregation, adoption of a budget, or expenditures in excess of five thousand dollars

1 (\$5,000.00). It is the intent of the Congregation that this provision for emergency meeting of the  
2 Board be used in only extraordinary and unusual situations.

3  
4 Section 8: Termination. Removal of an Officer or Director from office for cause may only be  
5 done by a three-fifths (3/5) vote of those present and voting at an annual or special Congregation  
6 meeting called according to the provisions of Article III provided that notification of the removal  
7 resolution is included in the agenda of the meeting.

8  
9 Section 9: Quorum. At any meeting of the Board a majority of the voting members of the Board  
10 Members shall constitute a quorum. A majority of Board Members present and voting shall  
11 decide any question except as otherwise specified in these Bylaws.

12  
13 Section 10: Procedure. In the event a question of order or procedure should arise at a Board  
14 meeting, the latest edition of Robert's Rules of Order shall prevail.

15  
16 Section 11: Open Board Meetings. All meetings of the Board are open to all members of the  
17 Congregation except as noted in Section 12 of this Article.

18  
19 Section 12: Closed Sessions of Board Meetings. It is the intent of the Congregation that its  
20 business shall be conducted in an open manner as possible. It is, nevertheless, recognized that on  
21 rare occasions some items must be discussed in confidence. Therefore, the Board shall have the  
22 authority to determine that it is in the best interests of the Congregation that a particular item, or  
23 items, of a confidential nature should be considered in closed session. In such closed session,  
24 only issues of a sensitive, confidential, or personal nature may be discussed. The Board may  
25 decide to enter closed session by a three-fifth (3/5) majority vote of those present and voting cast  
26 in open session. All persons other than voting Board Members shall be excluded from such  
27 closed session except as invited to attend by a majority vote of Board Members present and  
28 voting at the meeting. No votes or actions other than to admit invited guests and to return to  
29 open session may be taken in closed sessions. The Secretary of the Board shall record that a  
30 closed session of the Board occurred and the general nature of the discussion that ensued.

## 31 32 33 **ARTICLE V – COMMITTEES OF THE BOARD**

34  
35 Section 1: Regular Standing Committees. The President shall appoint a chair for the following  
36 regular standing committees: Finance; Religious Education; Program; Facilities; Fellowship;  
37 Social Action; Long-Range Planning; Electronics and Communications; Audit; and Membership  
38 and Publicity. The committee chair shall select the members of the committee in consultation  
39 with the President and shall act under the general supervision of the Board. The chair and  
40 members shall serve terms concurrent with the Congregation fiscal year or until their successors  
41 have been appointed.

42  
43 Subsection A: Audit Committee. The Audit Committee shall be composed of three (3) people  
44 one of whom shall be a member of the Board. Neither the Treasurer nor any person who has  
45 administrative responsibility for financial affairs shall be a member of the Audit Committee. The  
46 Audit Committee may solicit advice from persons with formal audit training as it sees fit. The

1 Audit Committee shall annually conduct a review of the Congregation's financial records. This  
2 shall not be a formal audit as the term is used in public accounting but rather a review of the  
3 records of the income and expenses of the Congregation to ensure that the accounts are being  
4 maintained in a reasonable manner and according to specific policies as set by the Board. The  
5 Audit Committee may, and should, conduct unannounced, random inspections of the  
6 Congregation's records throughout the year to monitor compliance. The Audit Committee shall  
7 review the records of the Endowment Trust in the same manner as it reviews the Congregation's  
8 records. The Audit Committee shall compile a record of the annual audit to be kept on file in the  
9 Congregation's office. The Audit Committee shall prepare a report of its activities to be  
10 presented at the annual meeting.

11  
12 Section 2: Ad Hoc Committees. The Board may establish other committees as it sees fit. Such  
13 committees shall act under the general supervision of the Board. These committees shall act for  
14 such time periods with respect to such special or general problems as the Board may from time  
15 to time determine.

16  
17 Section 3: Membership of Committees. Members of the Regular Standing Committees, and *Ad*  
18 *Hoc* Committees are not required to be members of the Congregation.

19  
20 Section 4: Termination of Committee Members. Chairs and members of Regular Standing  
21 Committees and *Ad Hoc* Committees serve at the pleasure of the Board and may be removed by  
22 a two-thirds (2/3) majority vote of the Board.

23  
24 Section 5: Notice of Meetings. Notice of regular meetings of Committees of the Board shall  
25 either be posted in a prominent place in the congregational building or published in the  
26 Congregational Newsletter.

27  
28 Section 6: Closed Meetings of Board Committees. It is the intent of the Congregation that its  
29 business shall be conducted in an open manner as possible. It is, nevertheless, recognized that on  
30 some occasions some items must be discussed in confidence. Therefore, the Committees of the  
31 Board reference in this Article shall have the authority to determine that it is in the best interests  
32 of the Congregation that a particular item, or items, of a confidential nature should be considered  
33 in closed session. In such closed session, only issues of a sensitive, confidential, or personal  
34 nature may be discussed. The Committee may decide to enter closed session by a three-fifth  
35 (3/5) majority vote of those present and voting cast in open session. All persons other than  
36 voting Committee members shall be excluded from such closed session except as invited to  
37 attend by a majority vote of Committee members present and voting at the meeting.

## 38 39 40 **ARTICLE VI – COMMITTEES OF THE CONGREGATION**

### 41 42 Section 1: Nominating Committee.

43  
44 Subsection A: Composition. The Nominating Committee shall consist of four (4) members not  
45 serving on or nominated to the Board. Two members of the Committee shall be elected at each  
46 Annual Meeting of the Congregation and shall serve for two years. The terms shall be staggered

1 so that the terms of two (2) members shall expire each year. Members of the Nominating  
2 Committee may be reelected consecutively only once.

3  
4 Subsection B: Responsibilities. - The Nominating Committee shall be responsible for  
5 nominating candidates for the Board, for the applicable Committees of the Congregation referred  
6 to in this article, and for trustees of the Endowment Trust. Nominations to the Ministerial Search  
7 Committee shall be as necessary. Nominations for the trustees of the Endowment Trust shall  
8 follow the provisions of the Endowment Trust. The Nominating Committee shall notify the  
9 Congregation of its nominations for various positions by posting them in a prominent place in  
10 the congregational building at least thirty (30) days before an election. The Nominating  
11 Committee shall be responsible for nominating candidates for any extraordinary vacancies,  
12 which may occur from time to time. Any member nominated to any position may decline  
13 nomination and, by doing so, cause their name to be withdrawn. The Nominating Committee  
14 shall appoint members to the Committee on Ministry pursuant to Section 2 of this Article.

15  
16 Subsection C: Failure to perform. If the Nominating Committee fails to properly perform its  
17 responsibilities as set out in this section, the Congregation may, nevertheless, elect members to  
18 the various positions set out in these bylaws. Such elections shall follow the overall intent and  
19 spirit of these bylaws.

20  
21 Section 2: Committee on Ministry. A Committee on Ministry of six (6) members of the  
22 Congregation shall be appointed by the Nominating Committee with the advice and consent of  
23 the Minister and the board and announced at each Annual Meeting of the Congregation.  
24 Members shall serve on the committee for a period of three (3) years. The terms shall be  
25 staggered so that the terms of two (2) members shall expire each year. The Board shall fill any  
26 extraordinary vacancies from a list recommended by the Nominating Committee, with the advice  
27 and consent of the Minister. Committee members may not be appointed for consecutive terms  
28 The Committee shall meet with the Minister no less than twice a year for a performance  
29 evaluation and to discuss any issues of importance to the ministry.

30  
31 Section 3: Ministerial Search Committee. A Ministerial Search Committee shall be established  
32 as necessary as set out in Article VIII.

33  
34 Section 4: Chairs of Committees of the Congregation. Each Committee referred to in this article  
35 shall meet within four (4) weeks of the annual meeting and shall select a chair from among its  
36 members. If the Committee does not meet within four (4) weeks the President shall call a  
37 meeting of the committee for the purpose of the Committee's selecting its chair. If the  
38 Committee does not select a chair at the meeting the President shall select a chair.

39  
40 Section 5: Termination of Committee Members. Members of the Committees of the  
41 Congregation referenced in this article serve at the pleasure of the Congregation and may be  
42 removed from office by a simple majority vote of those present and voting at an annual or  
43 special meeting called according to the provisions of Article III.

1 Section 6: Closed Meetings of Congregational Committees. Meetings of Congregational  
2 Committees are closed except to invited guests. Meetings may be made open by a simple  
3 majority vote of those present and voting except as provided in Article VIII, Section 1.  
4

5 Section 7: Coordination of Activities. The Committees of the Congregation shall coordinate  
6 their activities with the Board and shall, at the request of the President or the Board, report on  
7 their activities to the Board.  
8

9 **ARTICLE VII – ABRAHAM LINCOLN UNITARIAN UNIVERSALIST**  
10 **CONGREGATION ENDOWMENT TRUST**  
11

12 Section 1: Incorporation of the Resolution Establishing the Abraham Lincoln Unitarian  
13 Universalist Congregation Endowment Trust. The Congregation has established, by  
14 Congregational resolution, an endowment fund trust known as the Abraham Lincoln (Unitarian  
15 Universalist) Congregation Trust (referred to in these bylaws as the Endowment Trust). The  
16 establishment resolution lays out the provisions under which the Endowment Trust operates. The  
17 resolution is hereby incorporated into the bylaws of the Congregation.  
18

19 Section 2: Amendment of the Endowment Trust Resolution. Notwithstanding any provisions of  
20 the Endowment Trust resolution, the Congregation has ultimate control over the Endowment  
21 Trust and may amend the resolution establishing the Endowment Trust, or the provisions of the  
22 Endowment Trust’s operation, by a two-thirds (2/3) vote of those present and voting at any  
23 annual or special meeting called according to Article III of these bylaws provided that the text of  
24 the proposed amendment has been included in the notice of said meeting.  
25

26 Section 3: Appointment and Removal of Trustees of the Endowment Trust. The Congregation, at  
27 its annual meeting, shall elect the Trustees of the Endowment Trust as set out in the provisions of  
28 the Endowment Trust resolution and Article III of these bylaws. Notwithstanding any provisions  
29 of the Endowment Trust resolution, the Congregation may remove a trustee of the Endowment  
30 Trust from office by a majority vote of those present and voting at an annual or special meeting  
31 called according to the provisions of Article III provided that notification of the removal  
32 resolution is included in the agenda of the meeting.  
33

34 Section 4: Coordination of activities. The Endowment Trust shall coordinate its activities with  
35 the Board and shall, at the request of the President or the Board, report on its activities to the  
36 Board.  
37

38  
39  
40 **ARTICLE VIII – SELECTION AND REMOVAL OF A MINISTER**  
41

42 Section 1: Ministerial Search Committee. When the necessity arises, a Ministerial Search  
43 Committee will be selected from the Congregation members. Three (3) members shall be  
44 appointed by the Board, and four (4) members shall be elected by a majority of the Congregation  
45 members at the annual meeting or a special meeting, called according to the provisions of Article  
46 III, from a slate prepared by the Nominating Committee and/or from nominations from the floor.

1 The seven (7) members of the Committee shall elect their own chair. The Committee shall  
2 perform such duties as specified by Unitarian Universalist Association for Ministerial Search and  
3 Selection. The Committee shall serve for such period as established by the Congregation and  
4 shall serve at the pleasure of the Congregation. The Committee shall dissolve upon selection of  
5 a Minister.  
6

7 Section 2: Ministerial Selection. A Minister is selected by the Congregation and is responsible to  
8 the entire membership. Upon recommendation of a candidate to the Board by the Ministerial  
9 Search Committee, a special meeting of the Congregation shall be called in accordance with  
10 Article III, Section 2 for the purpose of voting on the recommended candidate. A two-thirds  
11 (2/3) affirmative vote of the Congregation members present and voting shall constitute a  
12 selection of the candidate as the Congregation Minister.  
13

14 Section 3: Ministerial Removal. A Minister may be removed if two-thirds (2/3) of the  
15 Congregation members present and voting at an annual or special meeting, called according to  
16 the provisions of Article III, so vote, provided the question of ministerial removal is included in  
17 the required written notice to all members of such meeting. Removal of the Minister shall take  
18 place no earlier than two months after passage of a motion for removal, unless otherwise  
19 provided in a written contract with the Minister.  
20  
21

## 22 **ARTICLE IX – EXECUTION OF PAPERS**

23

24 All papers of the Congregation such as deeds, leases, contracts, bonds, notes, checks,  
25 drafts, and other such obligations made, accepted, or endorsed by the Congregation shall be  
26 signed by the person or persons designated by the Board. Such designation by the Board of the  
27 person to act on behalf of the Congregation shall be entered in the official minutes of the  
28 Congregation as part of the permanent records.  
29  
30

## 31 **ARTICLE X – FISCAL YEAR**

32

33 The fiscal year of the Congregation shall begin on the first day of July in each year and  
34 shall end on the thirtieth day of June following.  
35  
36

## 37 **ARTICLE XI – AMENDMENTS**

38

39 These bylaws may be amended at any regular meeting by a two-thirds (2/3) vote of  
40 Congregation members present and voting at an annual or special meeting, called according to  
41 the provisions of Article III, so vote, provided the text of the proposed amendments has been  
42 included in the required written notice to all members of such meeting. The Board may submit  
43 to the Congregation any proposed amendments which the Board has approved by simple  
44 majority vote. The Board shall submit to the Congregation any proposed amendment submitted  
45 by petition from the Congregation, such petition having been signed by one-fifth (1/5) of the  
46 members eligible to vote and residing in Sangamon and the surrounding counties.

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2  
3 **ARTICLE XII – DISSOLUTION / REVERSIONARY CLAUSE**  
4

5 Section 1: In the event of the dissolution of the Abraham Lincoln Unitarian Universalist  
6 Congregation, all outstanding debts shall be paid and the remaining assets, both real and  
7 personal, including all property and monies donated at any time to the Congregation, shall  
8 become the property of the Unitarian Universalist Association, 25 Beacon Street, Boston,  
9 Massachusetts, or its legitimate successor organizations, subject to all applicable laws.

10  
11 Section 2: Assets of the Endowment Trust. In event of the dissolution of the Abraham Lincoln  
12 Unitarian Universalist Congregation, the Endowment Trust shall also dissolve and the assets of  
13 the Endowment Trust incorporated into the assets of the Congregation to be disposed of as set  
14 out in section 1 of this article.  
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17 **ARTICLE XIII – TERMINATION OF BOARD AND CERTAIN COMMITTEE**  
18 **MEMBERSHIPS UPON RESIGNATION FROM THE CONGREGATION**  
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20 Termination of membership in the Congregation shall result in termination from  
21 membership of the Board of Directors and of any and all Committees of the Congregation for  
22 which membership in the Congregation is mandated by these bylaws.  
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25 **ARTICLE XIV – DEFINITIONS**  
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27 Section 1: Gender In these bylaws, any reference to persons of a specific gender shall be  
28 interpreted to refer to both men and women.  
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30 Section 2: Sangamon and the surrounding counties. In these bylaws the phrase “Sangamon and  
31 the surrounding counties” shall be interpreted to include the Illinois counties of Sangamon,  
32 Menard, Logan, Macon, Christian, Montgomery, Macoupin, Morgan, and Cass.  
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34 Section 3: Abraham Lincoln Unitarian Universalist Congregation Endowment Trust. In these  
35 bylaws “Endowment Trust” shall refer to the Abraham Lincoln Unitarian Universalist  
36 Congregation Endowment Trust.  
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39 **ARTICLE XV – NOTIFICATION**  
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41 Any written notifications mandated in these bylaws shall be deemed to have occurred if  
42 either notification is published in a Congregation Newsletter and mailed to the member by  
43 ordinary United States mail to the address last registered by the member, or notification is mailed  
44 to the member by ordinary United States mail to the address last registered by the member.  
45 Members of the Congregation shall keep the Secretary of the Board informed of their mailing  
46 address.

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**ARTICLE XVI – GOOD FAITH**

All persons holding office under these bylaws and all members of the Congregation shall act in good faith to ensure that their actions are consistent with the overall goals of the Congregation and of the Unitarian Universalist Association.

**ARTICLE XVII INTERPRETATION**

These bylaws shall be interpreted according to the laws of the State of Illinois.

**ARTICLE XVIII – PART ILLEGAL OR UNENFORCEABLE**

If any part of these bylaws is found, by a court of competent jurisdiction, to be illegal or unenforceable, such finding shall not render illegal or unenforceable any other part of these bylaws.

**ARTICLE XIX – EFFECTIVE DATE**

These bylaws are effective upon approval by the Congregation.

Amendments approved by the Congregation June 17, 2007