

Amended and Restated Bylaws
Of the Unitarian Universalist Fellowship of Lake Norman
August, 2026

Revision 1 Ballot

RATIONALE:

The Board believes many people are not familiar with Universalist, and our formal name is a mouthful; therefore, the Board proposes adding the shortened version, Unitarians of Lake Norman for casual references and for easier recognition.

Current wording:

1. NAME AND PURPOSE

A. Name

The name of this Fellowship shall be the Unitarian Universalist Fellowship of Lake Norman.

Proposed:

1. NAME AND PURPOSE

A. Name

The name of this Fellowship shall be the Unitarian Universalist Fellowship of Lake Norman. Except for government forms, tax filings, legal contracts, and official identification, the name Unitarians of Lake Norman may be used in conversation, social media, in social conversation, and for casual reference.

APPROVE

YES

NO

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Revision 2 Ballot

RATIONALE:

The Board does not approve new members. The Board proposes we remove the stipulation in Membership Qualifications that the person is approved by the Board.

Current wording

III. Membership

A. Membership Qualifications

3. has signed the Membership Book and within thirty (30) days of signing the Membership Book has been approved as a member of the Fellowship by the Board; and

Proposed wording:

3. has signed the Membership Book; and

4. Has made an annual, recorded financial contribution or has fulfilled a service contribution approved by the Board or Minister.

APPROVE

YES

NO

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Revision 3 Ballot

RATIONALE:

The Fellowship does not have non-voting members. The Board proposes that the section in Membership with qualifications to be a non-voting member be deleted from the revised and restated Bylaws.

Current wording

III. Membership.

B. Membership Qualifications – Non-voting Member

Proposed

Delete all of section B: 1, 2, 3

APPROVE

YES

NO

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Revision 4 Ballot

RATIONALE:

Under provisions for the Revocation of Membership, there are three (3) reasons the Board may take action to terminate membership are listed. It is not entirely clear that any of the three would be justification. The Board proposes to clarify the language by adding the word "or" after a) and before b).

Current wording:

III. MEMBERSHIP.

C. Revocation of Membership

3. The Board may take action to terminate the membership of an individual as follows:
 - a) If the member has not participated in the Fellowship for one year;
 - b) If the member has not contributed to the Fellowship.....

Proposed

III. MEMBERSHIP.

C. Revocation of Membership

3. The Board may take action to terminate the membership of an individual as follows:
 - a) if the member has not participated in the Fellowship for one year; or
 - b) if the member has not contributed to the Fellowship....

APPROVE

YES

NO

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Revision 5 Ballot

RATIONALE:

The Board believes the congregation will be better served if there are two at-large Trustees, instead of one as well as a co-Treasurer. When there are co-Treasurers, we propose each will have a vote. Throughout the Bylaws, we will reference Treasurer(s) to indicate there may be two (2).

Current wording:

IV. BOARD OF TRUSTEES

- A. Composition. The Fellowship shall be administered by a Board of Trustees. The Board shall be composed of the Fellowship's Officers (the President, Vice President, Secretary and Treasurer) plus one (1) Trustee.

Proposed

IV. BOARD OF TRUSTEES

- A. Composition. The Fellowship shall be administered by a Board of Trustees. The Board shall be composed of the Fellowship's Officers: the President, Vice President, Secretary, Treasurer(s), Past President (optional), plus two (2) at large Trustees. At the discretion of the Board, one or two people can serve as Treasurer with each having a vote.

APPROVE

YES

NO

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Revision 6 Ballot

RATIONALE:

Historically, some Past Presidents have optionally continued to attend Board meetings while others did not. The Board proposes that if the immediate Past President attends Board meetings, he or she will have a vote. That privilege is only for the year immediately following his or her term as President.

Current wording:

IV. BOARD OF TRUSTEES

- A. Composition. The Fellowship shall be administered by a Board of Trustees. The Board shall be composed of the Fellowship's Officers (the President, Vice President, Secretary and Treasurer) plus one (1) Trustee.

Proposed

IV. BOARD OF TRUSTEES

- A. Composition. The Fellowship shall be administered by a Board of Trustees. The Board shall be composed of the Fellowship's Officers: the President, Vice President, Secretary, Treasurer(s), as well as Past President (optional), plus two (2) at large Trustees. At the discretion of the Board, one or two people can serve as Treasurer with each having a vote. If the Past President attends Board Meetings, he or she shall have voting privileges.

APPROVE

YES

NO

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Revision 7 Ballot

RATIONALE:

The Board proposes that the Secretary, Treasurer(s), and at-large Trustees serve two-year terms.

Current wording:

IV. BOARD OF TRUSTEES.

B. Terms

The Secretary and Trustee shall each serve terms of one year; the Treasurer shall serve a term of two years. The Vice President is President-elect and shall become President at the end of that person's term in office, both of them serve in effect for two years, one in each of the two offices.

Proposed:

IV. BOARD OF TRUSTEES

B. Terms

The Secretary, two at large Trustees, and Treasurer(s) shall each serve terms of two years. The Vice President is President-elect and shall become President at the end of that person's term in office. The at-large Trustees' and the Treasurers' terms shall be staggered.

APPROVE

YES

NO

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Revision 8 Ballot

RATIONALE:

The Board added to the Secretary's responsibilities that the Secretary would be custodian of the Bylaws.

Current wording

V. OFFICERS.

C. Secretary

5. Be custodian of all non-financial records of the Fellowship including membership records.

Proposed wording

V. OFFICERS.

C. Secretary

5. Be custodian of all non-financial records of the Fellowship including membership records and the Fellowship Bylaws.

APPROVE

YES

NO

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Revision 9 Ballot

RATIONALE:

The 2015 Bylaws permits the Board to appoint an assistant treasurer that has responsibilities but does not have voting privileges. Because our Fellowship has grown, is more complex, and our financial responsibilities are greater, the Board proposes to call the appointee a co-Treasurer and that each Treasurer should have voting privileges. The responsibilities of the Treasurer in the 2015 Bylaws does address the responsibility of the Treasurer to prepare a budget for submission to the Board and ultimately to the congregation for final approval. The line item recognizing that responsibility is added in the proposed revision.

Current wording

V. OFFICERS.

D. Treasurer. The responsibilities of the Treasurer shall be to:

7. The Board may appoint an assistant treasurer empowered to sign checks and financial papers.

Proposed wording

V. OFFICERS.

D. Treasurer. The responsibilities of the Treasurer shall be to:

7. Prepare an operating budget for the Board's review and approval to submit to the Congregation for final approval. Make sure the annual pledge drive is conducted, all pledges are recorded, and that donors are aware of their commitment throughout the year.

8. The Board may appoint a co-Treasurer empowered to sign checks and financial papers and that person will have full Board voting privileges.

APPROVE

YES

NO

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Revision 10 Ballot

RATIONALE:

The Building Fund Amendment in the 2015 Bylaws is a separate amendment added in 2018. It is 8 pages long and is on the website. The Board proposes that the amendment be replaced with the following amendment which was drafted with input from the Building Fund Committee.

Current wording – see website Bylaws to read the amendment.

Proposed wording

VI. BUILDING FUND.

1. The Purpose of the Building Fund. The purpose of the UUFLKN Building Fund is to receive, hold, and prudently invest assets that may be used by the Fellowship for land, buildings, and related facilities to house its activities. The Building Fund may be used to
 - a. Purchase real property, acquire an option to purchase real property, or to enter into a lease of real property to be used currently or in the future as the location where the Fellowship shall conduct its operations, provided that a lease of property shall qualify only if the used of the leased premises is controlled by the Fellowship (purchase and lease of such real property is hereafter called “Real Property”);
 - b. Upfit Real Property;
 - c. Construct, remodel, or repair Real Property;
 - d. Pay expenses incurred in the acquisition of Real Property such as commissions, professional fees, and closing costs;
 - e. Acquire rights to post a sign directing the public to the Real Property and to pay for signs to be located on the Real Property or that are designed to direct public to the Real Property;
 - f. Acquire furnishings, equipment, and decoration to be used at Real Property;

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- g. Pay expenses relating to architect, engineering, or interior design services with respect to the Real Property;
- h. Pay for the landscaping, grading, parking lot, or outside furnishings or equipment, including play equipment for children relating to Real Property; and
- i. Pay for any other use that relates to the Real Property that is of a type substantially similar to those listed above.

2. The Building Fund Committee

a. Membership of the Building Fund Committee

1. The Building Fund Committee shall consist of three (3) persons all of whom shall be voting members of the Unitarian Universalist Fellowship of Lake Norman. Except as limited in this plan of operation, the term of each member shall be three (3) years. Initially one person served three years, one person served two years, and one person served on year, so that each year someone rotated off the committee and another was nominated and elected .The Minister and the President of the Board of Trustees or her or his designee shall be advisory members of the Committee.
2. The Nominating Committee will nominate replacements for members rotating off the committee.
3. No member shall serve more than two consecutive three-year staggered terms. After a lapse of one (1) year, former Committee members may be re-elected.

APPROVE

YES

NO

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Revision 11 Ballot

RATIONALE:

The Board proposes we elect two (2) at-large Trustees and each will serve a two (2) year term. The elections should be staggered so that we can elect one at large Trustee each year. The Board proposes moving the at-large Trustee job description and responsibilities to section V. Officers, the section that describes other positions and responsibilities.

Current wording

XI. NOMINATIONS AND ELECTIONS.

D. Trustees.

Two Trustees shall be elected every two years for a two-year term, and two Trustees shall be elected annually for a one-year term. Trustees shall take office as provided in Section G of this Article. A Trustee may not be elected for more than two consecutive terms in this capacity. With respect to the two-year term Trustee positions, only one two-year Trustee shall be elected at each annual meeting so that the terms of the two-year Trustees will end in different years.

Proposed

V. OFFICERS

F. Trustees.

Two at-large Trustees shall be elected for a two-year term. If the Trustee is nominated by the Nominating Committee to be Vice President after one year and is elected, that term as Vice President will absolve the Trustee of the requirement to serve a two-year term. A Trustee may not be elected for more than two consecutive terms in this capacity.

APPROVE

YES

NO

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Revision 12 Ballot

RATIONALE:

The current Bylaws states the Nominating Committee is required to provide a slate of candidates in March. The Board and the Nominating Committee agreed to change the month to November. The erroneous dates reflect on a time when the fiscal year ran from July 1 – June 30. The Bylaws were not changed to correct the dates.

Current wording

XI. NOMINATIONS AND ELECTIONS.

A. Submission of Nominees. At the **March** meeting of the Board, the Nominating Committee shall submit a list of nominees for the positions of Fellowship officers, Trustees, and members of the Nominating Committee, and for unexpired terms of elected officials that are to be filled at the next Annual Meeting of the Fellowship. Prior to making its determination, the Nominating Committee shall invite the Fellowship to submit suggested names. The Nominating Committee shall submit a list of nominees for publication in the Fellowship's regular meeting communication and shall announce names of nominees for publication and shall announce names of nominees from the pulpit at least twice prior to the **April** Board meeting. Additional nominations for any elective office to be filled at the Annual Meeting may be made by a petition signed by ten (10) voting members and submitted to the Board of Trustees at the **April** Board meeting. No one may be nominated without his or her consent. The procedure for making additional nominations shall be publicized by the Nominating Committee and announced from the pulpit. Prior to the Annual Meeting, the Nominating Committee shall publish the complete slate of nominees and announce the names from the pulpit. Only members who have been members of the Fellowship for at least one year may be nominated.

Proposed

XI. NOMINATIONS AND ELECTIONS.

A. The bold highlighted Month of March will be November and the bold highlighted month of April will be replaced by December.

APPROVE

YES

NO

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Revision 13 Ballot

RATIONALE:

If a vacancy occurs in the office of the President, the Board proposes that the Vice President assume the Presidency for the balance of the President's term in keeping with the provisions in V. OFFICERS. B. Vice President. Responsibilities.

If a vacancy occurs in the office of the Vice President, the Board proposes an election to fill the office.

Current wording

XI. NOMINATIONS AND ELECTIONS.

E. Vacancies. In the event that the office of **President** becomes vacant, the Nominating Committee shall make a nomination to fill the vacancy and a special meeting of the Fellowship shall be called to fill the vacancy.

Proposed

XI. NOMINATIONS AND ELECTIONS.

E. Vacancies. In the event that the office of **Vice President** becomes vacant, the Nominating Committee shall make a nomination to fill the vacancy, and a special meeting of the Fellowship shall be called to fill the vacancy for the remainder of the term. Because the elected person will be President at the end of the term, the person who is nominated to be Vice President must be someone who has served at least one term on the Board, and, preferably as a Vice President or President.

APPROVE

YES

NO

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Revision 14 Ballot

RATIONALE:

The Board proposes we do not include any of the items currently in the ADDENDA in the Amended and Restated Bylaws. The Board believes suspension of bylaws relates to a historical event that has no current application. The Board believes the policies regarding Disruptive Behavior and Steps for Addressing Congregational Conflicts do not represent our Fellowship but rather reflect historical events. The Board believes new or prospective new members might be alarmed and wonder if disruption and conflict are a part of who we are. The Board believes none of the documents in ADDENDA should be part of the Amended and Restated Bylaws.

Current wording

ADDENDA contains the following:

Suspension of certain bylaws, June 4, 2017

Policy Regarding Disruptive Behavior

Steps for Addressing Congregational Conflicts

Covenant

Proposed

The Board recommends we delete the ADDENDA from the Bylaws but retain them as historical documents, policies, and procedures.

APPROVE

YES

NO