

BYLAWS FOR UNITY CHURCH OF GEORGETOWN

ARTICLE I – Identification

- 1.1 Name.** The name of this ministry is Unity Church of Georgetown, a Texas nonprofit corporation.
- 1.2 Registered Agent.** The registered agent shall be determined by the Board of Trustees from time to time.

ARTICLE II - Purposes

- 2.1 Statement of Purpose.** The purpose of Unity Church of Georgetown, a Texas nonprofit corporation, (hereinafter referred to as “congregation”) is (i) to teach and model universal principles of Truth, as taught and demonstrated by Jesus Christ and interpreted by the Association of Unity Churches, Inc., d/b/a Unity Worldwide Ministries, a Georgia nonprofit corporation, with headquarters at Unity Village, Missouri, hereinafter referred to as Unity Worldwide Ministries [UWM], and (ii) to live its vision, mission and core values as adopted by the members of UWM from time to time.
- 2.2 Accomplishment of Purpose.** In the accomplishment of these purposes, Unity Church of Georgetown shall endeavor to conduct services of worship, provide classes of instruction and demonstrate these principles of Truth to establish and further a Church where seekers of God from all faiths may join together in worship and spiritual community. In addition, this Church will adopt other means that, in the judgment of the Senior Minister/Credentialed Leader, will expand the blessings of these principles among people everywhere.
- 2.3 Affiliation.** Unity Church of Georgetown is a member of the Association of Unity Churches International d/b/a Unity Worldwide Ministries and acknowledges and affirms itself to be a Unity church, teaching Truth principles as interpreted within the Unity movement as understood by the Unity Church of Georgetown. As a part of the worldwide Unity movement and a member of UWM, any member of this congregation may call upon the resources and support of UWM through its senior minister, Board of Trustees, staff, or through direct communication with UWM. In the spirit of cooperation, the operation and conduct of this ministry shall comply with the Bylaws, polices and regulations of UWM , insofar as they do not conflict with the laws of the State of Texas.
- A. Participation.** This ministry may have its voice heard and its wishes expressed in the membership meetings of UWM, and its members may participate in workshops, seminars, and classes designed to encourage and foster their spiritual development and that of the ministry.

- B. Resources.** This ministry can benefit from its membership in UWM and its corresponding region through direct support, materials, and coaching regarding organization, finances, music, adult and youth education, church growth programs, ethics compliance, and other topics related to church function.
- C. Leadership.** This ministry shall have as its leader an ordained or licensed Unity minister(s) approved for ministry employment by UWM or a person serving under special dispensation approved by UWM. For the purpose of these bylaws, the term “minister” shall include a person serving under special dispensation of UWM.
- D. Teaching.** The principles of practical Christianity shall be taught through this ministry primarily by the use methods, textbooks, literature, and other materials offered by UWM.
- E. Reports.** The ministry shall make annual reports to UWM as required, and submit requests for identifying records to UWM such as
1. Articles of Incorporation;
 2. Bylaws whenever updated;
 3. Deed to properties owned by the ministry;
 4. Form SS-4, Application for Employer Identification Number, once it has been returned by the IRS to the ministry;
 5. Form 8822-B, Change of Address or Responsible Party.

ARTICLE III - Office and Official Records

- 3.1 Principal Office.** The principal executive office of the ministry shall be fixed by the Board of Trustees. Said office shall be in Williamson County, Texas, or at such other place within Texas as the Board of Trustees hereafter shall designate. The church may also have offices at such other place or places as the Board of Trustees may from time to time designate.
- 3.2 Official Records.** Records of membership, finances, donation, corporate minutes, and other records required by law or as designated by the Board of Trustees shall be maintained at a location designated by the Board of Trustees. Confidential documents are available only for use by the minister(s), board members, or designated professional staff and advisors. Non-confidential documents are available to members upon request.

ARTICLE IV - Members

- 4.1 Application and Requirements for Membership.** Anyone desiring membership in Unity Church of Georgetown must attend a new member class and submit a completed membership form. Members of other Unity churches may transfer their membership to Unity Church of Georgetown without attending a new member class.
- 4.2. Members.** Members of this ministry shall have full membership rights and may participate and vote in any membership meeting. After acceptance as a new or transferring member, each member shall have voting rights at all membership meetings.
- 4.3 Continuing Membership Qualifications.** A member shall endeavor to live in accordance with the principles of love and truth as taught by Unity. Each member shall further the work of the ministry through their active interest, love, and support. A member shall remain active in the Church through their participation in such activities as Sunday services, prayer, classes, and their giving of time, treasure and talent during a fiscal year.
- 4.4 Change in Membership Status.** The Board shall establish a policy for removal of persons from the membership rolls. However, the person shall be notified by written notice by postal mail to the address of record, or by confirmed email and will have thirty days to respond and provide the church with reasonable cause as to why they should continue to be considered an active member.
- 4.5 Powers.** Members shall have the power to do the following:
- a. Vote at any membership meeting at which the member is present;
 - b. Vote for nominees to the Board;
 - c. Amend or revise the bylaws of this Church as specified in the bylaws;
 - d. Vote on any individual capital expenditure which exceeds that authorized for the Board in accordance with the bylaws. A two-thirds affirmative vote of those members present and voting shall be required for approval of such expenditures.
 - e. Nominate and vote for members and an alternate to serve on the Nominating Team.
 - f. Petition for a special membership meeting in accordance with the bylaws.
 - g. Vote on any matters officially presented to the membership.
 - h. Offer suggestions to the Senior Minister/Credentialed Leader and the Board as may seem advisable for the good of the ministry.
 - i. Inspect the minutes, the income and expense statements and balance sheet approved by the Board at the Church office during normal hours of operation.
 - j. Contact the UWM regional representative or UWM directly for guidance, support, or information on available resources; and

- k. Participate in all activities and programs of the congregation.

ARTICLE V - Meetings

- 5.1 Annual Meetings.** The annual membership meeting of the Church shall be held at its principal office in the first quarter of the year at the time of day designated by the Senior Minister/Credentialed Leader and the Board.
- A. Notice.** Written notice stating the date, time, place, and purpose of the meeting shall be provided to members during Church services at least four (4) consecutive Sundays in advance of the annual meeting, by mail and/or through electronic means.
 - B. Quorum.** Ten percent (10%) of the members must be present in order to constitute a quorum for the transaction of business at any annual membership meeting.
 - C. Presiding Officer.** The President of the Board of Trustees shall serve as the presiding officer of the annual membership meeting unless the President relinquishes the chair to another board member, to a representative of UWM or to a professional registered parliamentarian.
 - D. Participation.** The right to speak in debate, to make motions, and to vote during annual meetings shall be restricted to those members who are present. The right of other persons to speak during membership meetings may be extended by the presiding officer or by a two-thirds (2/3) vote. UWM's representatives have a right to speak when they are at the meeting.
 - E. Voting.** Unless otherwise provided in these bylaws, the vote of a majority of the members present and voting shall be necessary for approval or disapproval of the action being voted upon. Proxy, absentee, or electronic (Internet, email, fax, etc.) voting are not allowed.
 - G. Power and Authority.** Annual membership meetings shall have the power and authority to do all of the following:
 - 1. Elect members to the Board of Trustees;
 - 2. Approve proposed amendments to these bylaws;
 - 3. Approve by a two-thirds (2/3rds) vote any expenditure regarding the sale, pledge, or proposed financing of real property belonging to this ministry that exceeds fifty-thousand dollars (\$50,000) or 35% of the previous year's income, whichever is greater;
 - 4. Elect a member and an alternate to serve on the Nominating Ministry Team;
 - 5. Remove by a majority vote any or all trustee(s) from the Board of Trustees; and

6. Vote on any matters officially brought to the attention of the membership and override any action of the Board of Trustees provided that notice of the action to be voted upon is sent by postal or electronic mail to all members in writing thirty (30) days prior to the meeting and is approved by a two-thirds (2/3rds) vote.

H. Prayer. In any annual membership meeting, the Board President, minister(s), UWM representative or any member may request that action on an item of business be suspended while the membership enters into a time of prayer concerning the item of business. . Upon such request the presiding officer shall provide a period of prayer and silence.

5.2 Special Membership Meeting.

A. Requesting Special Meetings. Any time the affairs of this ministry warrant, a special membership meeting may be requested by the senior minister, by a majority vote of the entire number of trustees currently serving on the Board of Trustees, or by a petition signed by ten percent [10%] of the membership and submitted to the Board of Trustees.

B. Calling Special Meetings. Upon receiving proper request for a special membership meeting, the President of the Board of Trustees shall call the meeting on behalf of the requesting party within forty-five (45) days of the receipt of the request. Written notice stating the date, time, place, and purpose of the meeting shall be provided to all members of the Church at least fifteen (15) days prior to the special meeting. The location, quorum, presiding officer, participation, voting, and prayer provisions for special membership meetings shall be the same as those for annual meetings.

C. Special Meeting Business. Business conducted at a special meeting shall be limited to the pre-stated purpose(s) given in the meeting notice.

ARTICLE VI – Board of Trustees

6.1 Structure. The Board of Trustees shall be composed of the Senior Minister/Credentialed Leader and six (6) other trustees. The trustees shall be elected from among the membership of Unity Church of Georgetown at the annual membership meeting.

6.2 Eligibility and Term of Office.

A. Qualifications. Any person elected to the Board of Trustees must be a member of the Church and someone who:

1. Endeavors to live in accordance with principles of love and truth as taught by Unity.
2. Is a sincere and continuing student of Unity, conversant with its teachings.

3. Has demonstrated leadership capabilities which are not based solely on business success or financial resources. Examples of leadership capabilities include, but are not limited to, managerial experience, financial and budgetary responsibilities, strategic planning, excellent communications skills, sound judgment, confidentiality, impartiality, and a history of leading by example.
4. Furthers the work of this ministry through his or her active participation, love, and support.
5. Is not otherwise disqualified by these bylaws from serving on the Board.

B. Term of Office. Elected trustees shall hold office for three years, or until their successors have been elected and assume office. Trustees elected at any annual membership meeting shall take office at the conclusion of the annual membership meeting at which they were elected. No elected trustee shall serve more than two consecutive terms without an interval of one year between terms. Any person who serves on the board more than half of a term shall be credited with having served a full term. An elected Board member who has served two consecutive terms shall be eligible to be re-elected or appointed to the Board, provided at least twelve months have expired since the end of their last term served. Only one Minister/Credentialed Leader may serve on the Board at the same time.

C. Maintenance of History and Culture. To ensure the transfer of knowledge in how to manage the procedures and policies of the church to newly-elected trustees, terms will be staggered: the terms of at least two elected Board members shall expire annually. In addition, the President Past leaving the board will continue to attend board monthly meetings as a non-voting member for one year past their term.

6.3 Limitations of Board Service. The following persons are prohibited from serving on the Board of Trustees:

- A.** any active licensed Unity teacher from your ministry;
- B.** relatives, significant others or household members of any trustee of the ministry;
- C.** individuals receiving compensation from the ministry with the exception of the senior minister;
- D.** relatives, significant others or household members of any individual receiving compensation from the ministry may serve on the board, but may not vote on any matter of compensation as it relates to such individual or business entity owned by such individual.

6.4 Regular Board Meetings. Regular meetings of the Board of Trustees shall be held at least once a month, unless otherwise determined by the board. There must be a minimum of one meeting per quarter.

- 6.5 Special Board Meetings.** Special meetings of the board shall be called by the President of the Board if requested by the senior minister, by three or more trustees, by a written petition of 10% of the ministry's voting members or by the President if the President deems it necessary. Any request for a special board meeting shall be made in writing to the Board Secretary. All current board members, including the senior minister, shall be sent notice by postal or electronic mail of any special board meeting at least seventy-two (72) hours in advance of the meeting. The attendance of any member of the board at the meeting shall serve as a waiver of this notice requirement.
- 6.6 Quorum.** A majority of the total number of trustees including the minister constitute a quorum for the transaction of business. Unless otherwise provided herein, the vote of a majority of the trustees present and voting shall be necessary for approval of the action being voted upon.
- 6.7 Board Authority**
- A.** All authority is vested the Board of Trustees only when it meets in session after notice to all trustees and the senior minister, and a quorum is present.
 - B.** When discussing the minister's compensation, working conditions or review of minister's work record the board (including the Minister) may decide to exclude the minister from that portion of the discussion.
 - C. Presumption of Assent.** A Board member who is present at a meeting of the Board at which action on any church matter is taken shall be deemed to have assented to that action unless his or her dissent shall be entered into the minutes of the meeting or unless he or she shall file a written dissent to such action with the person acting as Secretary of the meeting prior to the adjournment thereof.
- 6.8 Prayer.** It is important that in addition to adhering to the normal procedures for legal functioning set forth in these bylaws, that the spiritual principles taught by Unity Worldwide Ministries be utilized in the handling of decisions before the Board of Trustees. During the discussion of any item of business a trustee may request time for prayer concerning the topic. Upon such request the President shall provide a period of prayer and silence.
- 6.9 Duties and Responsibilities of the Board of Trustees.** As representatives of the membership, the Board of Trustees shall:
- A.** Receive new members into the Church.
 - B.** Uphold the spiritual purpose of this ministry as stated in these bylaws;
 - C.** Uphold the best interests of the membership in conducting the business of this ministry;
 - D.** Be conversant with these bylaws and establish policy for the operation of this ministry;

- E.** Be faithful in attendance at weekly service as well as board, membership and special team meetings of this ministry;
- F.** Determine the business needs of this ministry and authorize payment of funds for those purposes;
- G.** Approve the annual operating and capital budget and review the monthly actual financial performance relative to the budget.
- H.** Make decisions regarding the sale, pledge, or proposed financing of real property belonging to this ministry provided that all decisions concerning the sale, pledge, or proposed financing of real property exceeding twenty-five thousand dollars (\$25,000) or 25% of the previous year's income, whichever is greater, shall be presented to the membership at a properly constituted membership meeting for final approval;
- I.** When conflict arises between the board and/or the senior minister, such ministry shall seek to reconcile differences and immediately notify UWM for help with procedures and to provide guidance and consultation. After a ministry, and its senior minister, have sought to reconcile differences and cooperated with the procedures and guidance of UWM, the Board of Trustees may terminate the employment of a senior minister by a two-thirds (2/3rds) vote (excluding the minister.);
- J.** As recommended by the senior minister, determine staff positions, including associate and assistant ministers, and authorize funds for their financial support through the annual budget process;
- K.** Establish the fiscal year as the calendar year, unless the board finds a compelling reason to adopt a non-fiscal calendar year;
- L.** Cause to be prepared monthly a statement of income & expense and a balance sheet setting forth the financial conditions and operations of the ministry;
- M.** Secure theft and dishonesty insurance for persons handling church funds;
- N.** Fill the unexpired term of any trustee;
- O.** Elect officers of the board and their successors to fill any unexpired term when necessary;
- P.** Create such ministry teams as needed to support the functions and responsibilities of the board;
- Q.** Advise the President of the Board on appointments to ministry teams;
- R.** Seek UWM assistance in the event of a dispute affecting the ministry;
- S.** Consider issues brought to their attention by the minister or members of the board;

- T. Keep or cause to be kept a background check on all staff and volunteers directly involved with the children's programs;
- U. Keep or cause to be kept accurate records of gifts to the ministry in compliance with Internal Revenue Service regulations; acknowledge in writing contributions in compliance with Internal Revenue Service regulations;
- V. Issue or cause to be issued necessary 1099 and W-2 forms in compliance with Internal Revenue Service regulations;
- W. Secure liability insurance for all Board of Trustee members and minister(s); and
- X. Take such other actions as may be deemed necessary for the best interests of this ministry;
- Y. Send or cause to be sent the Annual Ministry Report to UWM.

6.10 Nomination and Election.

A. Nominating Team.

1. **Selection.** A Nominating Team shall be formed at least two (2) months prior to the annual membership meeting. This team shall consist of the minister, one current board member and two members of the church selected in the following manner:

- a. At the annual membership meeting, the membership shall from among the membership of the ministry select one member at large and one alternate to serve on the Nominating Team for the following year's election. In the event the person elected to serve becomes unavailable, the alternate shall serve. If the alternate also becomes unavailable to serve, the board shall elect a person from among the members who is not a current member of the board to fill the vacancy;

- b. The board shall elect one of its trustees to serve on the Nominating Ministry Team.

2. **Duties and Responsibilities.** The Nominating Team shall elect a chairperson to preside over its meetings and initiate a search for at least two qualified candidates for nomination as members of the Board of Trustees. A written final report of the Nominating Team shall be sent to all members for approval by mail or email at least fifteen (15) days prior to the annual membership meeting.

B. Nomination Procedure. The presiding officer of the annual membership meeting shall:

1. Read or refer to the qualifications required for nomination to the Board as stated in these bylaws just prior beginning the process of nomination and election;

2. Call upon the Chairperson of the Nominating Ministry Team to offer the ministry team's nominations.

C. Election Procedure. When there is only one nominee for each Trustee position before the membership, the election may be conducted by voice vote. Written ballots are required if there are more nominees than there are open positions. The nominees receiving the most votes will fill the open positions with the longest remaining terms, in order of vote count.

6.11 Vacancies and Replacement of Trustees.

A. Board position may be vacated by any of the following means:

1. The resignation or death of the Board member.
2. Failure to fulfill the duties of the office, or due to disruptive or unethical behavior.
3. The Board voting for the removal of a Board member due to unexcused absences from three (3) regular Board meetings within a six-month (6 month) period. Absences may be excused by the Board upon written request.
4. Removal requires a majority vote of the other Board Members.

B. Replacement. Should a vacancy occur on the Board, the Board shall fill the vacancy by appointment within three months of the vacancy. Only persons meeting the qualifications specified in these bylaws may be considered for a replacement. The appointment shall be confirmed by the membership at the next annual meeting.

6.12 Board of Trustees Officers. The officers of the Board of Trustees shall be a president, a vice president, a secretary and a treasurer. All officers shall be elected by a majority of the board members present and voting at the first board meeting after the annual meeting or at a special meeting called for the purpose of selecting officers. The term of office shall be one year or until successors are elected.

6.13 Duties of Officers.

A. Structure. Board Officers shall consist of a President, Vice-President, Secretary, and Treasurer. All officers shall be selected, in a manner decided by the Board, at the first Board meeting after the annual meeting or at a special meeting called for the purpose of selecting officers. Officers shall hold their respective offices for one year or until their successors are duly elected or qualified. The Senior Minister/Credentialed Leader is ineligible to hold an officer position.

B. President. The president shall

1. preside at all Board of Trustees meetings,
2. preside at all membership meetings,

3. appoint members of ministry teams with the advice of the board,
4. serve as an ex officio member of all ministry teams except the Nominating Ministry Team,
5. sign such papers and documents upon proper authorization as may be necessary or appropriate
6. be responsible for collaborating with the senior minister in the planning of board orientation, retreats, and workshops.
7. delegate other tasks and duties to other Board members as necessary.

C. Vice President. The vice president shall

1. assist the president in the performance of that officer's duties,
2. perform all the duties of the president of the board in the absence of the president, and
3. succeed to the office of president in case the office of the president becomes vacant. In such a case, a new vice president shall be elected from among the remaining trustees to fill the remainder of the unexpired term.

D. Secretary. The secretary shall

1. keep, or cause to be kept, an accurate record of the minutes of all board and membership meetings,
2. hold in custody and be responsible for all reports, contracts, other legal papers,
3. be a signatory to any legally required documents which the state or local government determine necessary,
4. attend to all official business as directed by the board.

E. Treasurer. The treasurer shall in conjunction with the Senior Minister/credentialed Leader:

1. Serve as a member of the Budget and Finance Team,
2. be custodian of all funds belonging to this ministry, pay out or cause to be paid out funds authorized by the board,
3. keep, or cause to be kept, a record of all financial transactions, submit monthly financial reports at each regular board meeting,
4. cause to be submitted a financial report covering the last complete fiscal year to the annual membership meeting, and

5. account for, or cause to be accounted for by the appointment of qualified persons, all funds received being responsible to assure that all such funds are deposited in accounts authorized by the board. When counting ministry funds there must be at least two (2) persons present.

ARTICLE VII. Board Teams

7.1 Formation. Unless otherwise provided by these bylaws, the President of the Board may appoint and charge teams for any specific purpose, conditioned upon the Senior Minister's/Credentialed Leader's approval and ratification by the Board. Both the President and the Senior Minister/Credentialed Leader shall serve as ex-officio members of any team formed under this section. Unless otherwise provided in the team's charge, the team shall cease to exist at the end of the next annual membership meeting.

7.2 Budget and Finance Team.

A. Structure. The Budget and Finance Team shall be a standing team to the Board. After the annual membership meeting, the newly-selected President shall appoint the newly-elected Treasurer and at least three other individuals to serve on the Budget and Finance Team. Budget and Finance Team members shall be appointed (or re-appointed) from the Church membership, and Board members shall be eligible for appointment (except the President and Senior Minister, who serve as ex-officio members). The Budget and Finance Team shall select a chairperson to preside over its meetings.

B. Duties. The duties of the Budget and Finance Team shall include, but not be limited to:

1. Reviewing financial statements of the Church at least twice a year, and more often if deemed necessary by the Finance committee chairperson or board treasurer.
2. Preparing recommendations on the annual budget for the Board and submitting recommendations to the Board on financial policy and financial administration.

ARTICLE VIII – Administration, Management and Leadership

8.1 Senior Minister/Credentialed Leader.

A. Employment. The Board shall select one Senior Minister/Credentialed Leader as the spiritual and administrative leader of the Church.

B. Contract. The terms and conditions of the Senior Minister's/Credentialed Leader's employment, including compensation and provisions for resignation or discharge, shall be reduced to a written contract. This contract shall be reviewed by the Board and the Senior

Minister/Credentialed Leader semiannually during the first year of the Senior Minister's/Credentialed Leader's service and annually thereafter. Terms of this contract may be renegotiated at these times; however, the Senior Minister/Credentialed Leader shall not vote as a member of the Board on these matters.

- C. Duties.** As the spiritual leader of this ministry, the Senior Minister/Credentialed Leader shall be responsible for the scheduling, conduct, and content of services, classes, and all other activities that further the purpose of this ministry. As administrative director in conjunction with the Board of Trustees, the Senior Minister/Credentialed Leader shall:
1. Be responsible for the complete functioning of this ministry, including the hiring and termination of all employees including associate or assistant ministers;
 2. Be and serve as voting member(s) of the Board of Trustees on all matters except their own employment, or that of their successor(s);
 3. Be and serve as ex officio members of all ministry teams;
 4. Be responsible for seeking UWM's assistance in the event of a dispute adversely affecting the ministry.
- D. Compensation.** The compensation of any ministers employed by this ministry shall be set by the Board of Trustees.
- E. Voting.** The Senior Minister/Credentialed Leader shall be a voting member of the Board in all matters except that of his/her own employment or that of his/her successor, or any other matter proscribed in these bylaws.

8.2 Associate Minister/Associate Credentialed Leader(s).

- A. Employment.** The Senior Minister may appoint one or more Credentialed Leader(s) as Associate Minister(s) /Associate Credentialed Leader(s). An Associate Minister's/Associate Credentialed Leader's compensation shall be fixed by written agreement between the Associate Minister/Associate Credentialed Leader and the Senior Minister, and such agreement shall be subject to ratification by the Board. An Associate Minister/Associate Credentialed Leader shall be deemed a member of the Church.
- B. Duties.** An Associate Minister/Associate Credentialed Leader shall undertake such duties and responsibilities as assigned by the Senior Minister and shall be responsible to the Senior Minister.
- c. Compensation.** To the extent funded by the board, the compensation of the Associate and/or Assistant Minister(s) shall be fixed by the Senior Minister(s).

ARTICLE IX. Accountability and Fiscal Requirements

- 9.1 Contracts/Expenditures.** The Board may authorize the Senior Minister/Credentialed Leader or other officer or agent to enter into contracts or expend funds up to \$25,000 for non-capital expenditures for individual items which are not in the approved annual budget. The Board may authorize an individual non-capital expenditure of up to \$75,000 for an item not approved in the annual budget. A capital expenditure may be authorized by the Board not to exceed \$100,000.
- 9.2 Corporate Records.** Official records, including but not limited to membership, finances, donations, and minutes, shall be maintained and shall be made available to the Board and Senior Minister/Credentialed Leader at all times.
- 9.3 Fidelity Bond.** At the Church's expense, fidelity bonds may be secured for the Treasurer, Senior Minister/Credentialed Leader, and any other officers or agents as determined by the Board.
- 9.4 Fiscal Year.** The fiscal year for the Church shall be the calendar year.
- 9.5 Investments.** Funds of the Church may be invested in a manner and for such purposes as authorized by the Board. Such action will require a two-thirds (2/3) majority vote of the Board.
- 9.6 Property.** The Board shall administer, or cause to be administered, the property of the Church, both real and personal.
- 9.7 Seal.** The Church may have a seal of such design as the Board may adopt.
- 9.8 Staff.** As recommended by the Senior Minister/Credentialed Leader, the Board may authorize the employment of all staff and personnel within the approved budget.
- 9.9 Tax Reporting.** The Board shall keep, or cause to be kept, accurate records of contributions and gifts to the Church in compliance with Internal Revenue Service regulations and acknowledge in writing such contributions in compliance with those regulations.

ARTICLE X. Parliamentary Authority

- 10.1** The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the meetings of this corporation in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the corporation may adopt.

ARTICLE XI. Dissolution

- 11.1** In the event that this ministry is dissolved, all property and funds remaining after the payment of the debts of the ministry shall be delivered to UWM. Such funds or property shall be for the use and benefit of UWM as may be determined by the Board of Trustees of UWM in alignment with current policies and procedures. Should UWM no longer exist, any remaining assets of this ministry after dissolution shall be disposed of by a court of competent jurisdiction of the county in which the principal executive offices of the ministry are then located and shall be used exclusively for such purposes or distributed to such organization or organizations as said court shall determine, which are organized and operated exclusively for purposes set out in Section 501(c) (3) of the Internal Revenue Code of 1954 as amended.

ARTICLE XII. Amendments

- 12.1 Procedure.** When proposed by the Board, these bylaws may be amended or revised by the members at a legally constituted membership meeting, and written notice must be given to the members as provided in these bylaws. In addition, the actual proposed amendments or revision shall be made available to the members at least fourteen days before the annual membership meeting by employing at least two means of publication (e.g., posting inside Church building, bulletin insert, Church website, etc.), and copies shall be provided to any member upon request. An affirmative vote of two-thirds of the members present and voting shall be necessary to pass any amendment or revision to these bylaws.
- 12.2 Review.** At a minimum of every five years, the Board shall form a team to review the bylaws and propose any amendments or revision.

ARTICLE XIII. Definitions

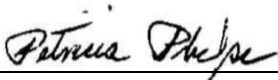
- 13.1 "Unity Ministry"** shall mean a member ministry is a ministry recognized by UWM.
- 13.2 "Board"** shall mean the Board of Trustees.
- 13.3 "Church"** shall mean Unity Church of Georgetown.
- 13.4 "Registered Agent"** shall mean that name filed with the Office of the Secretary of State of Texas in the Certificate of Formation of Nonprofit Corporation.
- 13.5 "Senior Minister"** shall mean the minister or ministers who have been duly selected by the Board to hold such position. Throughout these bylaws, "Minister" shall be used in the singular noun form for ease of reference. If more than one Minister exists, each Minister is presumed to have all of the powers and duties conferred on such position in these bylaws, unless these bylaws specifically state otherwise. A Senior Minister is a Unity minister duly ordained, licensed or serving under special dispensation by UWM or Unity School of Christianity prior to July 1, 1966,

who assumes the spiritual and administrative leadership role in a member ministry. This leader oversees teaching, preaching, healing, counseling, praying and all spiritual services and fellowship activities of the ministry. The Senior Ministry shall also be responsible for overseeing the administration and operation of the ministry.

- 13.6 "Credentialed Leader"** shall mean a Licensed Unity Teacher, an Associate Licensed Unity Minister, a Licensed Unity Minister, an Ordained Unity Minister, or a spiritual leader under special dispensation recognized and approved in writing by the Director of Ministry of the Association of Unity Churches International d/b/a Unity Worldwide Ministries.
- 13.7 "Associate Minister"** shall mean a minister who may be equal in ability, but function with less responsibility than the Senior Minister. The Associate Minister reports to the Senior Minister, who determines the scope of the associate's responsibilities.
- 13.8 "Assistant Minister"** shall mean a minister whose skills and/or experience may be less than those of the Senior Minister. The Assistant Minister reports to the Senior Minister, who determines the scope of the assistant's responsibilities. The assistant may be placed in a specialized service area of the ministry, i.e., pastoral visitation or administrative support.

ADOPTED THIS 7th DAY OF March, 2021

ATTEST:



Patricia Phelps

President of the Board of Trustees