

**RESTATED BYLAWS OF  
BIG SKY UNITARIAN UNIVERSALIST FELLOWSHIP  
HELENA, MONTANA  
(January 12, 2014)**

ARTICLE I  
Name

The name of the Fellowship shall be the Big Sky Unitarian Universalist Fellowship.

ARTICLE II  
Statement of Purpose

We unite to create and maintain a Fellowship dedicated to freedom of religious thought, continuing search for truth, mutual respect for human relationships, and care and concern for our planet. As a free congregation, we covenant to affirm and promote the Seven Principles of Unitarian Universalism.

ARTICLE III  
Denomination Affiliation

This Fellowship shall be a member of the Unitarian Universalist Association of Congregations and affiliated with the Mountain-Desert District and the Montana Area Unitarian Universalist Association, or their successors.

ARTICLE IV  
Membership

Big Sky Unitarian Universalist Fellowship shall promote the full participation of persons in all its activities, including membership, without regard to race, color, sex, disability, sexual orientation, gender identity, socioeconomic status, family status, and/or national origin and without requiring adherence to any particular religious belief.

Any person having attained the age of 16, who affirms and promotes the Seven Principles of Unitarian Universalism, may become a Member by signing the membership book in the presence of at least two Board Trustees.

An active Member shall be defined as one who has signed the membership book and contributed to the Fellowship within the current year by financial contribution of record or participation in congregational activities (herein a "Member" or "Members"). All persons are welcome to participate in all activities of the Fellowship without regard to membership. However, only Members may serve on the Board of Trustees. Members

may vote on all Fellowship business 30 days after signing the membership book or sooner if approved by a majority vote of the Board of Trustees.

Membership may be considered inactive if the Member has not participated in congregational activity nor made a financial contribution of record for a period of one year. The Board of Trustees shall review the membership rolls at the end of each fiscal year and may cancel the membership of those deemed inactive.

Members may be removed from membership rolls by that person's written request, or when the Member has died, moved away, or cannot be located. Members who do not respond to inquiries shall be removed after a period of one year.

#### ARTICLE V Friends of the Fellowship

Unitarian Universalists welcome individuals as Friends who would join us in good faith fellowship, but who choose not to become Members of this Fellowship. These individuals will be afforded the dignity and honor accorded Members, but may not vote on Fellowship policy or financial matters, nor hold office.

#### ARTICLE VI Board of Trustees

There shall be a Board of Trustees consisting of not fewer than five voting Members of the Fellowship elected for a two-year term (the "Board"). To serve on the Board, a person must be a Member of the Fellowship.

The Board shall consist of the officers—President, Vice President, Secretary, and Treasurer, and up to three Trustees-at-large. The immediate past president of the Board may serve as an ex-officio, non-voting member, if he or she so desires. Committee chairpersons are encouraged to participate as non-voting members of the Board.

The officers and committee chairpersons, except the Treasurer, may only serve two consecutive two-year terms. The Treasurer shall not hold office more than three consecutive two-year terms.

The Board shall administer and manage the business of the Fellowship. It shall have general charge of the property of the Fellowship, the conduct of all its business affairs, and the control of its administration, including the appointment of such committees as it may deem necessary. It may fill vacancies with persons who shall serve until the next Annual Meeting. Trustees missing more than two regularly scheduled Board meetings without notification may be replaced at the discretion of the other Board Trustees.

Trustees shall be elected by a simple quorum majority at the Annual Meeting. The Board shall elect its officers at the first meeting of the Board after the Annual Meeting.

ARTICLE VII  
Board Responsibilities

The President shall serve as chair of the Board, shall preside at all meetings of the Fellowship, and shall represent the Fellowship on all appropriate occasions. The President shall perform such other duties as usually pertain to the office. The President shall be ex officio member of all Board and standing committees without the right to vote.

The Vice President shall assume the duties of the President in the absence of the President.

The Secretary shall have general charge of and responsibility for all non-financial records of the Fellowship and shall keep accurate meeting minutes of the Fellowship and the Board. The Secretary shall keep the Fellowship informed of the actions of the Board. The Secretary shall ensure that the annual report is submitted to the Montana Secretary of State, when due.

The Treasurer shall ensure custody of all money belonging to the Fellowship; regular deposits of all revenue; careful and accurate records of income, receipts, and expenditures of the Fellowship; payment of bills and charges that are in the approved budget or are approved by the Board; accurate reports to the Board at quarterly meetings and to the membership at the Annual Meeting; and other functions as assigned by the Board.

The Treasurer shall ensure maintenance of: (1) a current roster pledges; (2) a complete accounting of the financial records of the Fellowship, which shall remain the property of the Fellowship, and which shall be open for inspection by any Member; (3) an annual financial report for review at the Annual Meeting of the Fellowship; and (4) records of membership in the Fellowship and the voting eligibility of the Members. From time to time, the Treasurer shall furnish statements to each Member detailing the status of their pledges. The Treasurer shall ensure that any IRS or Montana Department of Revenue notices are provided to the Board and any required tax filings are made timely.

The Board may appoint standing and temporary committees as it deems necessary. All committees shall report to the Board at the time and in the form determined by the Board. All committee chairpersons shall be appointed by the President and approved by the Board.

Participation on standing and temporary committees is open to Members and Friends of the Fellowship. Committee chairpersons are encouraged to participate on the Board as non-voting members.

ARTICLE VIII  
Nominating Committee

A Nominating Committee of three Members shall be appointed by the Board. The Nominating Committee will meet in the fall of the year to identify potential Board Members in time for consideration by the voting Members at the Annual Meeting in January.

ARTICLE IX  
Representation

The President, or any other Member of the Fellowship who is specifically authorized by the Board, may represent the entire Fellowship in any public or private meeting.

Public statements in the name of the Fellowship on social or other public issues will be made only after a vote of the Board. This does not limit the right of individuals or groups within the Fellowship to make statements in their own name.

ARTICLE X  
Meetings

The Board of Trustees shall set the dates and frequency of meetings for the fiscal year. The fiscal year shall be January 1 to December 31.

An Annual Meeting shall be scheduled by the Board of Trustees to be held during the first quarter of the fiscal year at a time apart from the usual Sunday service.

A quorum for Annual Meeting will be 30 percent of active Members present in person or by proxy, except that 50 percent of the Members voting in person or by proxy shall be required in the instances of amending Bylaws, calling a minister, suspending the rules of order, or purchasing or selling real property. A motion is carried by a vote of a majority of the required quorum present in person or by proxy. The parliamentary authority may be Robert's Rules of Order.

ARTICLE XI  
Budget

The Board of Trustees shall prepare a draft budget for adoption by the Fellowship. It shall be distributed to the membership at least two weeks prior to the Annual Meeting, to be adopted by a simple quorum majority.

ARTICLE XII  
Amendments

Any request to amend these Bylaws shall be presented to the Board of Trustees for action.

The Board shall set a date to vote on the proposed changes(s) no later than the next Annual Meeting. Members shall be notified of the proposed changes(s) at least two weeks prior to the meeting. A quorum of 50 percent of the Members voting in person or by proxy shall be required for a vote to amend the Bylaws. Any amendments require a majority vote of the required quorum.

ARTICLE XIII  
Dissolution

A request to dissolve this Fellowship shall be presented to the Board of Trustees for action. The Board of Trustees shall set a date to vote on dissolution no later than the next Annual Meeting. Members shall be notified in writing at least two weeks prior to the meeting. A quorum of two-thirds majority of the Members voting in person or by proxy shall be required to dissolve this Fellowship. In the event of dissolution, all assets of the Fellowship shall be assigned to the Mountain Desert District for the continuation of liberal religion in Montana.

ARTICLE XIV  
Liability

Members of the Board shall not be personally liable for the debts incurred by Big Sky Unitarian Universalist Fellowship except for such debts as shall have been caused by bad faith or personal negligence. Each Trustee shall be liable only for his or her own misconduct or omissions, and shall not be liable for the actions or omissions of any other Trustee.

[END OF DOCUMENT]

CERTIFICATE OF ADOPTION

These Restated Bylaws were duly adopted by a majority vote of a two-thirds quorum of the Members, as required under the previous Bylaws, at the Annual Meeting of the Members on this January 12, 2014, after proper notice. These Restated Bylaws supersede all previous Bylaws of the Fellowship and take effect immediately.

Big Sky Unitarian Universalist Fellowship

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President

ATTEST

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Secretary