



## **AMENDED AND RE-STATED BY-LAWS**

### **UNITARIAN UNIVERSALIST CHURCH OF TAMPA, INC.**

**TAMPA, FLORIDA**

**December 10, 1989**

**Amended July 16, 1995**

**Amended and Adopted December 17, 2000**

**Amended and Adopted December 8, 2002**

**Amended and Adopted May 6, 2007, Effective July 1, 2007**

**Amended and Adopted December 14, 2008**

**Amended and Adopted May 1, 2011**

#### **ARTICLE I – EFFECTIVE DATE**

These are the Amended and Restated By-laws (herein called the Bylaws) of the Unitarian Universalist Church of Tampa, Inc. (herein called the “Church”). These Bylaws replace in their entirety the Bylaws previously adopted by the Church on July 16, 1995. These Bylaws shall govern the affairs of the Church beginning on the date of their adoption which is set forth in the Secretary’s certificate at the end of this document.

#### **ARTICLE II - DEFINITIONS**

**Church** – shall mean the Unitarian Universalist Church of Tampa, Inc., a Florida not-for-profit corporation. The Church is also herein called the “Corporation”.

**Board of Trustees** – shall mean the group of persons vested with the management of the affairs of the Church, who shall be elected or appointed in accordance with the provisions of the Articles of Incorporation and these Bylaws. Each individual serving on the Board of Trustees is herein called a “Trustee”. The Board of Trustees is also herein called the “Board”.

**Officers** – shall mean those persons who are appointed by the Board of Trustees to perform the duties of their respective offices as described in the Articles of Incorporation and these Bylaws, and to the extent consistent with these Bylaws, such additional duties as may be prescribed by the Board of Trustees.

**Members or Membership** – shall collectively mean the Adult Members and the Youth Members. “Adult Members” are those individuals 18 years of age and older who have membership rights in the Church in accordance with the Articles of Incorporation and these Bylaws. “Youth Members” are those individuals aged 14 to 17 years of age who have made a personal commitment to the Church and requested membership in accordance with these Bylaws. Youth members have the same rights as Adult Members except as limited by the provisions of these Bylaws.

**Minister** – shall mean the individual/s who have been selected by the Members to serve as the religious leader of the Congregation in accordance with the procedures set forth in Article X of these Bylaws.

**Congregation** – shall collectively mean those persons who support the principles and mission of the Church, whether or not they have become Members, it being the intent of these Bylaws to ensure that all who support the Church’s mission shall be invited to attend any “Congregational Meeting” described herein or otherwise called. Voting on Church matters shall be reserved to the Members however.

### **ARTICLE III - DENOMINATIONAL AFFILIATION**

This Church is affiliated with the Unitarian Universalist Association and its designated state and/or regional associations. It regards itself as pledged to cooperate with these bodies in all reasonable programs adopted by them for the purpose of extending the interests and influence of the Unitarian Universalist faith, as described below:

1. The Corporation is empowered to and shall devote its resources to and exercise its corporate powers for religious, educational and charitable purposes.
2. The Corporation, dedicated to the principles of a free faith, shall affirm and promote:
  - a. The inherent worth and dignity of every person;
  - b. Justice, equity, and compassion in human relations;
  - c. Acceptance of one another and encouragement to spiritual growth in our congregations;
  - d. A free and responsible search for truth and meaning;
  - e. The rights of conscience and the use of the democratic process within our congregations and in society at large;
  - f. The goal of world community with peace, liberty, and justice for all;
  - g. Respect for the interdependent web of all existence of which we are a part.

### **ARTICLE IV - CHURCH YEAR**

1. The Church Activities Year begins September 1 and ends August 31 of a given year.
2. The Church Fiscal Year begins January 1 and ends December 31 of a given year.

### **ARTICLE V - MEMBERSHIP**

#### Section 1. Admission to Membership.

Membership shall be open to any and all persons, eighteen years or older, who are prepared to make a personal commitment to and financial investment in the UUCT and who sign the membership book. Any person 14 to seventeen years of age may become a Youth Member by signing the membership book and making a personal commitment to the UUCT with no financial investment required. Membership or appointment to a committee, to the Board of Trustees, or as an employee will be granted without regard to race, color, gender, physical conditions, affectional or sexual orientation, or national origin and without requiring adherence to any particular interpretation of religion or to any particular religious belief or creed.

#### Section 2. Voting Members.

A voting Member is any Adult Member who meets and adheres to the standards of admission to Membership in Section 1 above. Youth Members shall have voting rights except on motions concerning contracts, capital expenditures, and the disposition of real property. The Membership

rolls shall be closed fourteen (14) days before a Congregational meeting wherein voting is to take place.

### Section 3. Termination of Membership

Prior to the Annual Congregational Meeting, the Membership Committee shall examine the membership roll and recommend to the Board of Trustees those names for termination of membership.

1. Any person shall be considered to have terminated Membership who:
  - a. Requested such termination in writing; or
  - b. Has not participated in any Church activities for the fiscal year; or
  - c. Has discontinued their financial support; or
  - d. With whom the Church has lost all contact for a period of more than six months.
2. The Membership Committee shall contact those persons by mail to determine their desire to remain a Member. Failure to reply within thirty (30) business days shall be considered a negative reply.
3. Any person whose Membership has been terminated under the prior provisions of Section 3 may be reinstated to Membership by meeting the requirements of Section 1 and requesting reinstatement in writing.
4. Removal of any person's membership status, denial of any person's access to UUCT property and/or prohibition of any person's right to attend any or all UUCT functions also can be made by a majority vote of the Board of Trustees in accord with the Board's interpretation of UUCT Policies and Procedures and of any other factors it deems relevant to the safety of or respect for the assets, actions, functions and persons of the UUCT.

## **ARTICLE VI - BOARD OF TRUSTEES**

### Section 1. Composition.

1. The Board of Trustees, hereinafter "Board", of this Church shall consist of nine voting Members.
2. The Minister is an ex officio non-voting member of the Board.

### Section 2. Term of Trustees.

1. Three Trustees shall be elected each year at the Annual Congregational Meeting of the Church, to serve for three year terms. A Trustee shall not be eligible to serve more than two consecutive full terms.
2. Any Member of the Church, who is at least 18 years old, may be elected as a Trustee.
3. Election of Trustees shall be held after the Nominating Committee's report and after nominations from the floor. No nomination shall be accepted without prior consent of the nominee.

4. The newly elected Trustees shall take office on September 1 following their election.

#### Section 3. Removal and Vacancy.

1. A Member of the Board of Trustees may be removed from the Board, with cause, by the vote of a two-thirds majority of qualified Members present at a special Congregational Meeting called solely for the purpose of considering such a removal.
2. Written notification of such meeting will be sent to all qualified Members at least ten days in advance and must state the specific Trustee/s to be removed and detailed reasons for such action. Prior to the removal of any Trustee, the Trustee/s to be removed shall have been notified in writing at least ten days in advance that such action would be considered at the meeting at which removal is to be voted upon.
3. If removal is effected at the meeting, any vacancies created by the removal shall be filled by the Members at the same meeting.
4. Any Trustee who is removed from the Board shall not be eligible for reelection until the next Annual Meeting of the Membership. Any Trustee removed from office shall turn over to the Board of Trustees, within 72 hours, any and all records of the corporation in his/her possession.
5. Except for a vacancy created by the removal of a Trustee by the Members, vacancies on the Board may be filled by vote of a majority of the Trustees then in office, whether or not the number of Trustees then in office is less than a quorum, or by a vote of a sole remaining Trustee. The Members may fill any vacancy not filled by the Trustees.

#### Section 4. Fees and Compensation

Trustees, Officers and Members of Committees may not receive any compensation for their services as such, but may receive reasonable reimbursement of expenses as determined by the Treasurer unless fixed or determined by resolution of the Board of Trustees.

#### Section 5. Board Meetings.

1. The Board shall hold regular monthly meetings during the Church Activities Year.
2. Special Board meetings may be called by the President or shall be called upon written application of two Board members addressed to the Secretary.
3. Five voting Board members shall constitute a quorum at any Board Meeting.

#### Section 6. Duties of the Board of Trustees

Subject to applicable law and to any limitations in the Articles of Incorporation or these Bylaws regarding actions that require approval of the Members, the business and affairs of the Corporation shall be managed, and all corporate powers shall be exercised, by or under the direction of the Board of Trustees. The Board of Trustees may delegate the management of the day-to-day operation of the business of the Corporation to a management company, committee, or other person, provided that the activities and affairs of the Corporation shall be managed and all corporate powers shall be exercised under the ultimate direction of the Board of Trustees. Specific duties of the Board shall include but are not limited to:

1. To provide a place for the holding of regular worship services and such other facilities as the Church may decide.
2. To ensure the services of a Minister, subject to the provisions of Article X of these by-laws.

3. To provide a program of Religious Education.
4. To approve the chairperson of the committees responsible for the general program of the Church.
5. To receive and act upon requests and reports from the Minister, committees, and Church Members and to consider requests from other persons in matters requiring official Church action.
6. To care for the property, finances, and all other business affairs of the Church.
7. In consultation with the Minister, select, determine salaries, supervise, and discharge Church employees.
8. To act for and in behalf of the Church between meetings of the Membership of that body. However, the Board shall not authorize the conveyance or mortgaging of the real estate of the Church or enter into a contract or obligation involving the unbudgeted expenditure of an amount in excess of \$1000.00 without a vote of approval by the Membership of the Church.
9. Exceptions can be made to enter into a contract or obligation to pay for unbudgeted expenses exceeding the \$1000.00 limit if such expenses are judged urgent by and approved by a majority of the Board of Trustees. Such exceptions could include, but are not necessarily limited to, items judged necessary for any of the following reasons: to reduce risks to health or safety, to meet the Church's legal or fiscal responsibilities, to maintain the ongoing function of the Church, or to avoid delays that might significantly increase expenses.
10. To review, consider revision and then determine approval of all proposed additions to and changes in Church Policies and be offered the opportunity to review, revise and determine approval of additions to and changes in Church Procedures.

## **ARTICLE VII - OFFICERS**

### Section 1. Officers.

The Officers of the Board shall be the Officers of this Church. The Officers of the Church are the: President, Vice President, Secretary, and Treasurer. At the first Board meeting of the new Board following election of new Board members, the Board will elect the Officers from among themselves for one year terms.

### Section 2. President.

No person shall be elected as President who has served less than one year on the Board.

The President shall:

1. Preside at all Congregational and Board meetings.
2. Appoint all committee chairpersons, subject to Board approval, prior to the beginning of the new Activities Year, except the Nominating Committee, which is elected by the Board).
3. Be an ex-officio member of all committees.
4. Perform all other duties normal to the office of President or as designated by the Board.

Section 3. Vice President.

The Vice President shall:

1. Preside at all meetings of the Congregation and Board in the President's absence or inability to preside.
2. Chair the Church Council
3. Perform all other duties as designated by the President or the Board.

Section 4. Treasurer.

The Treasurer shall:

1. Be custodian of all Church funds and securities.
2. Maintain records on all Church accounts in a manner consistent with generally accepted accounting standards.
3. Present written reports, in the form of the Income Statement and Balance Sheet, at all regular meetings of the Congregation and Board.
4. Oversee the disbursement of funds for authorized purposes from bank accounts designated by the Board. Maintain current signature cards for said accounts.
5. Oversee the preparation and filing of all financial and tax reports required by the UUA and government agencies.
6. Submit all financial accounts and records to an independent auditor, selected by the Board, to perform an audit as may be required.
7. Be a member of the Finance Committee.

Section 5. Secretary.

The Secretary shall:

1. Record the Minutes of all meetings of the Congregation and Board (or oversee the performance of this function by a Recording Secretary appointed by the Board).
2. Oversee the publication of the Minutes and their distribution to all Board Members.
3. Maintain the original Minutes of each meeting of the Congregation and the Board in the Minutes book.
4. Oversee the maintenance of committee reports and the currency of committee membership lists. Maintain current descriptions of all committee functions.
5. Carry on all official Board correspondence as directed by the President. Provide signature for all documents requiring the Secretary's certification.
6. Oversee the maintenance of an official documents file, which shall include the Church's Charter, By-laws, and Board meeting minutes and resolutions and maintain a duplicate set which shall be available for review by all Members.

7. Ensure new Board members receive copies of:
  - a. The current Bylaws.
  - b. Minutes of the last 12 Board meetings.
8. Perform such other duties as designated by the President or Board.

#### Section 6. Removal.

Any Officer of the Board of Trustees may be removed from that office if the Officer is negligent in carrying out his/her assigned duties.

1. Removal from office shall require a two-thirds vote of the full voting membership of the Board of Trustees at a special meeting of the Board.
2. Notice of such a meeting shall be given in writing to the Officer involved as well the members of the Board at least ten days prior to the meeting. Such notice shall include the reasons for the proposed removal.
3. This meeting may also consider a call for a Special Congregational Meeting to remove
4. the individual from the Board of Trustees as described in Article VI, Section 3, but no
5. other business may be conducted at this meeting.

## **ARTICLE VIII - COMMITTEES**

### Section 1. Standing Committees.

A definition of responsibilities of all Standing Committees shall be written into the Policies and Procedures Manual by the Bylaws, Policies and Procedures Committee after approval by the Board.

The President shall appoint, subject to the approval of the Board, from among the Members of the Church, the chairpersons of the following Standing Committees to serve for one year:

1. Membership Committee
2. Finance Committee
3. Religious Education Committee (Adult, & Children & Youth divisions)
4. Worship Program Committee
5. Planning Committee
6. Building & Grounds Committee
7. Communications Committee
8. Outreach Committee
9. Social Action Committee
10. Care Committee

11. Bylaws, Policies and Procedures Committee
12. CUUPS Committee
13. Fund Raising Committee
14. Denominational Affairs
15. Social Activities Committee

A Church Council, which is a body of all Standing, Ad Hoc and Special Committee Chairs, and chaired by the Vice President, shall meet on a regular basis, as determined by the Board of Trustees.

#### Section 2. Committee on Ministry.

The purpose of the Committee is to strengthen the quality of the ministry within the Congregation. The Committee serves to monitor, evaluate and advise regarding every facet and all roles within the ministry, both lay and professional. Committee Members serve staggered 3 year terms.

Vacancies will be filled as follows:

1. At the Board re-organization meeting following the annual Board elections each year, the Minister shall nominate 3 Church Members for consideration by the Board.
2. The Board will appoint one of those persons to the Committee to serve a three-year term.

#### Section 3. Nominating Committee.

A Nominating Committee of not less than three persons shall be selected annually by the Board at its January Board meeting.

The functions of the Nominating Committee are:

1. Nominate candidates for election to the Board.
2. Submit the nominees' names by mail, or by publication in the newsletter, to the Church Membership at least thirty days before the Annual Congregation Meeting.

#### Section 4. Other Committees.

Other ad hoc committees shall be appointed by the President, as required, with the approval of the Board.

## **ARTICLE IX - MEETINGS**

#### Section 1. Annual Congregational Meeting.

- a. The Church shall hold its Annual Congregational Meeting the first Sunday of May. Notice of this meeting shall be given by announcement at the regular Sunday services on the two successive Sundays preceding the Annual Congregational Meeting and by written and/or electronic notice to each member qualified to vote, not less than ten days before the meeting.



- b. This meeting shall include written reports presented by the Secretary, the Treasurer and by the Chairs of Standing Committees

#### Section 2. Special Meetings.

Special Meetings of the Church may be called by the President, or by the Board, on their own initiative, or by the Secretary when requested in writing by five or more Members of the Church. Notice of such meetings shall be given by announcement at the regular Sunday services on the two successive Sundays preceding these meetings and by written and/or electronic notice to each Member qualified to vote, mailed not less than ten days before the meetings. Only such business as is stated in the Notice of Special Meeting may be legally transacted at these meetings.

#### Section 3. Quorum

Twenty percent of the Members qualified to vote shall constitute a quorum at the Annual Congregational Meeting and at Special Meetings. The Membership Chair shall report the number of qualified voters.

#### Section 4. Voting.

Members of the Church who are qualified to vote may do so only in person at the Annual and Special Meetings.

#### Section 5. Place of Meetings.

All official meetings of the Church must be held at locations available to the total Membership.

#### Section 6. Procedure.

Robert's Rules of Order, Newly Revised, shall be used in conducting all business meetings.

### **ARTICLE X - MINISTER**

#### Section 1. Duties and Qualifications.

- a. The Minister shall be the religious leader of the Church and shall perform such duties as are usually performed by ministers authorized by law. The ministry shall be carried out within the Code of Professional Practice contained in the Unitarian Universalist Ministers Association Guidelines and the Agreement between the Church and the Minister, as amended from time to time.
- b. The Minister shall consult with and advise the Board concerning the management of Church affairs and the administration of Church policy.
- c. The Minister shall be in fellowship with the Unitarian Universalist Association or recognized by the Association as actively seeking such fellowship.
- d. The Minister shall be expected to attend all Board meetings or give notice of prospective absences.
- e. The Minister shall be a non-voting ex-officio member of all appointed committees.
- f. In keeping with the liberal tradition, the Minister shall be free at all times to express an opinion on any subject.

## Section 2. Tenure, Salary, Resignation, and Dismissal.

- a. The Minister is called for an indefinite period of time.
- b. A Board subcommittee, appointed by the President, shall review the Minister's compensation package and recommend the appropriate level of compensation prior to setting the annual budget.
- c. The Minister shall provide three months notice of termination of services when resigning, unless such notice is waived by mutual agreement of the Minister and the Board.
- d. The dismissal of the Minister shall require the consent, by written ballot, of 51% of the qualified Members present at a special meeting duly called for that purpose ,as per Article IX, Section 2.
- e. In the event of dismissal, the Minister's compensation shall be continued for a period of not less than three months after the vote for dismissal. However, if the Minister shall obtain employment within this three-month period, the responsibility of the Church to continue compensation is terminated. This provision may be waived by mutual consent.

## Section 3. Calling the Settled Minister.

- a. Upon the resignation or dismissal of a Minister, the Church shall elect seven Members to constitute a Ministerial Search Committee to search for a Settled Minister. Any Member wishing to become a member of the Search Committee shall offer their name to the Board and will be presented at a Special Meeting of the Congregation. Nominations will also be accepted from the floor with the consent of the candidate. Members attending the meeting shall vote for up to 7 (seven) of those proposed for Committee membership by writing their names on a Ballot provided for that purpose. Of those receiving a simple majority vote of approval, the 7 (seven) candidates receiving the highest number of votes shall be considered elected. If an insufficient number of candidates is elected, the remaining vacancies shall be filled by repeating the ballot process with each Member voting for up to the number of remaining vacancies until a total of 7 members has been elected.

Should the Search Committee lose a member, the Board may appoint a replacement in consultation with the Search Committee.

- b. The President of the Board shall call the first meeting of this committee, at which time the Committee shall elect its own chairman.
- c. The Ministerial Search Committee shall set its own procedures but these will remain consistent with the By-Laws and Policies and Procedures of the Church. However a preliminary Letter of Agreement regarding the new Minister's compensation, benefits, and privileges as well as the mutual obligations of the Church and the Minister to one another shall be drafted by a Negotiating Committee designated by the Board. The draft shall be reviewed and may be revised by the Board before it is given to the Ministerial Search Committee. The Ministerial Search Committee is bound by the Board's decision in this regard.
- d. The Ministerial Search Committee shall review the list of qualified ministerial candidates obtained from the Unitarian Universalist Association. When the Committee has selected a candidate to recommend to the Membership of the Church, no other candidate shall be presented to the Membership until action is taken upon the candidate presented by the Committee. The candidate shall visit the Church and speak at least twice from the pulpit. The candidate will meet with the Negotiating Committee and a mutually agreed upon but tentative version of the Ministerial Letter of Agreement composed. This will be presented

to the Board for ultimate approval or revision and then to the Ministerial Candidate until a mutually agreed upon version has been reached.

- e. After a Ministerial Letter of Agreement has been mutually agreed upon, the Ministerial Search Committee shall report its recommendation for a Minister and conditions of the Calling to a duly called Special Meeting of the Congregation. The selection of a Minister shall require the consent, by written ballot, of 85% of the qualified Members present at such duly called Special Meeting.
- f. Upon affirmative vote of the Members for the candidate for Minister, the Ministerial Search Committee shall be disbanded.
- g. The Board of Trustees, with the advice of the Chairperson of the Ministerial Search Committee, is empowered to negotiate an agreement with the Minister-elect. A letter of agreement shall be addressed to the Minister-elect, detailing the compensation, perquisites, emoluments, and any other matters agreed upon by the Minister-elect and the Board.

## **ARTICLE XI – FINANCE/ EXECUTION OF CORPORATE INSTRUMENTS / VOTING OF STOCKS AND MEMBERSHIPS HELD BY THE CHURCH**

### Section 1. Church Expenses.

No person or committee shall have the power to incur expenses in behalf of this Church without authority of the Board or Congregational consent.

### Section 2. Property Rights.

No Member of the Church shall have a vested right or interest in any of the assets, functions, affairs, or franchises of the Church which shall be transferable, inheritable, or which shall continue after his/her membership ceases, with the exception of loans which members may make to the Church for capital expenses.

### Section 3. Execution of Corporate Instruments.

The Board of Trustees may, in its discretion, determine the method and designate the signatory Officer or Officers, or other person or persons, to execute any corporate instrument or document, or to sign the corporate name without limitation, except when otherwise provided by law, and such execution or signature shall be binding upon the corporation.

Unless otherwise specifically determined by the Board or otherwise required by law, formal contracts of the Corporation, promissory notes, deeds of trust, mortgages and other evidences of indebtedness of the Corporation, and other corporate instruments or documents and certificates of shares of stock owned by the Corporation, shall be executed, signed or endorsed by the President of the Board, Vice President of the Board or the President and the Secretary or Treasurer of the Board.

All checks and drafts drawn on banks or other depositories of funds to the credit of the Corporation, or in special accounts of the Corporation, shall be signed by such person or persons as the Board shall authorize to do so.

### Section 4. Voting of Stocks Owned by Corporation.

All stock of other corporations or memberships in other corporations owned or held by the Corporation for itself, or for other parties in any capacity, shall be voted, and all proxies with respect to such stock or memberships shall be executed by the person authorized to do so

by resolution of the Board, or in the absence of such authorization, by the President of the Board, the Vice President of the Board, or by any other person authorized to do so by the President of the Board.

#### Section 5. Corporate Seal

The Board of Trustees may adopt, use and alter a corporate seal. The seal shall be kept at the principal office of the Church. Failure to affix the seal to any corporate instrument, however, shall not affect the validity of that instrument.

#### Section 6. Donations and Funds: Restricted and Unrestricted

Irrespective of form, any donation to the UUCT can be refused by the UUCT Board of Trustees. Donations set aside in designated funds are separated for accounting purposes from the monies used in the operating budget. Designated funds are unrestricted or restricted in their use. A Restricted Fund is one where use of the monies is constrained by previous action of the Board (a Board-Restricted Fund) or by a donor (a Donor-Restricted Fund).

An Unrestricted Donation is one made without any restriction being placed upon its use. An Unrestricted Fund contains assets for expenditure by the Board for whatever purpose it may deem necessary including for current operating expense, temporary investment, or the creation of a Restricted Fund.

A Restricted Donation includes a limitation designated by the donor regarding how or for what the donated assets and/or income from the assets are to be used. The donor may, optionally, provide the Board with a written set of instructions on use of the funds. The donor and the Board must agree on the terms of the instructions before they are accepted. The final version of this document will be filed in the UUCT Policy and Procedure manual for future reference. Similarly, assignment of Unrestricted Funds to a Restricted Fund by the Board shall be documented and filed in the UUCT Policy and Procedure manual for future reference. Each Restricted Donation and each conversion of Unrestricted Funds by the Board is either added to a Restricted Fund with the same limitations or is accounted for separately from existing UUCT funds.

Every attempt will be made to handle the funds in Restricted Funds in accord with the Board/donor's stipulations. When the stipulations of an accepted Restricted Donation are for a general rather than a more specific purpose, the Board retains discretion, guided by UUCT Policy and Procedures, regarding the use of the Fund.

Should the UUCT Board find that the UUCT is unable to pursue the intended purpose of a restricted fund, a Board-Restricted Fund will be managed in such a way as to retain as much of the original spirit and intent of the restriction as possible. A change in the handling of a Donor-Restricted fund requires the Board to develop a plan detailing how the fund will be redirected and managed and will then bring the matter to a vote at a congregational meeting.

Restricted Funds can include but are not limited to the UUCT Endowment, scholarship funds, promissory note funds, and funds set aside for building or other UUCT programs.

## **ARTICLE XII - AMENDMENTS**

Section 1. These by-laws may be amended by a two-thirds vote of the qualified Members present at any Congregational or Special Meeting where a quorum is present, to which prior notice of the proposed change has been given.

Section 2. Notice of a proposed amendment may be initiated by the Board or by five Members of the Church. Notice for action on the proposed amendment shall be according to Article IX, Section 2 of these Bylaws. Such notice of change shall explicitly state the nature of the proposed change.

**ARTICLE XIII – DISSOLUTION**

In case of dissolution of the Church, all its property, real and personal, subject to all just legal claims against it, shall vest in the Unitarian Universalist Association to be held in trust for the benefit of a future Unitarian Universalist Church in this vicinity or for furthering the purpose of the Association in some other way.

**ARTICLE XIV - ANNULMENT**

The by-laws in force prior to the adoption of these by-laws are hereby annulled.

**SECRETARY’S CERTIFICATE**

*I certify that I am the presently elected and acting Secretary of the Unitarian Universalist Church of Tampa, Inc. and that the Bylaws set forth above, consisting of twelve (12) pages, were duly adopted by the Members of the Church on 1 May 2011, effective 1 July 2011, and that they have not been amended or modified since that date.*

Name: \_\_\_\_\_

Date: \_\_\_\_\_, 20\_\_\_\_