

APPENDIX 4

Procedure for Adopting UUCT Resolutions on Issues of Importance

A. Submission of Resolution

1. Any group of Unitarian Universalist Church of Tallahassee (UUCT) members and supporting friends may submit to the President a proposed resolution for the church to take a stand on an issue of importance.
 - a. The proposed resolution should state: 1) the issue for which a stand is sought; 2) the values involved in taking the stand; 3) the reason taking a stand serves the church and broader community; and 4) the impact the issue has on the community.
 - b. The proposed resolution should be in keeping with the Principles and Purposes of the Unitarian Universalist Association, and it should not jeopardize the church's non-profit status.
 - c. The proposed resolution should carry the signature of at least 20 members and supporting friends.
2. The President shall refer the resolution to the appropriate committee, if any, and if none, to an ad hoc committee to be appointed for consideration of the resolution. A standing committee may also ask that an ad hoc committee be formed after assessing its workload or its knowledge of the subject. The committee referral shall be presented to the Board for approval at its next meeting and following Board approval, announced to the congregation.
3. The committee to which it is referred may make suggestions as to the form of the resolution but will not have the power to refuse to submit the resolution in some form. As much as possible resolutions should be worded in such a way that they state general stands or principles that can be applied to more than one specific situation, e.g. "The church will support actions to ensure fair housing for all." For a complicated or controversial subject, it is also possible that a series of resolutions would need to be considered and decided on over time.
4. The committee shall schedule at least one discussion meeting to which all members and supporting friends of the congregation shall be invited. The congregation shall be notified of the meeting at least fourteen (14) days in advance. The draft resolution, as recommended by the committee, shall be distributed to all members and supporting friends of the congregation beforehand.
5. The purpose of the discussion meeting will be to inform the congregation and provide an opportunity for interested parties to give their input on the draft resolution.
6. Taking the comments received into account, the committee shall finalize the resolution for proposal to the congregation and send it to the Board for final review and scheduling.

B. Consideration by Congregation

1. Following bylaw requirements for meeting notification deadlines, the resolution in the final form approved by the committee and the Board shall be distributed to each member and supporting friend of the congregation before the congregational meeting at which it will be considered. The resolution will be presented at the next regular or special meeting of the congregation.
2. Any member of the congregation may propose an amendment or amendments to the resolution at the meeting.
3. With a regular quorum of 25% of Qualified Members, the favorable vote of two-thirds (2/3) of the Qualified Members present and voting at the congregational meeting will be required for adoption of the resolution.
4. Any reference to the adopted resolution will include in parentheses afterwards: the date of adoption, the number attending the meeting, and the percentages of those voting for, against and in abstention.

Note: Nothing in these procedures precludes an individual member or committee from taking a stand on an issue for which the congregation as a whole has not taken a stand.