

Pre-Congregational Meeting Packet

The attached documents are drafts of the agenda and applicable documents proposed for the May 31, 2019 Congregational Meeting. For the pre-congregational meeting to be held at 1:30 on April 19, 2019, we will move through the agenda and these topics for discussion but without a vote.

Agenda – Congregational Meeting
First Unitarian Universalist Church of Austin
Sunday, May 31, 2020, 12:30 pm – 1:30 pm in the Sanctuary

1. Welcome and Call to Order, Tomas Medina – 10 min
 - a. Unison Reading of Covenant and Lighting of Chalice
 - b. Adopt Consent Agenda
 - Rules of Procedure
 - Minutes December 2019 congregational meeting
 - c. Adopt Agenda

2. Update: State of the Church, Rev. Meg Barnhouse – 10 min

3. Congregational vote on Board of Trustee slate – 15 min
Toni Wegner (President Elect), Rob Hirschfield and
Kristen Ray (three-year positions), David Riehl (one year
position to replace Tomas)

4. Congregational Vote on Nominating Committee Member(s) – 5
min
Phil Hewitt for three years.

(Valerie Sterne, replacing Ken Pfluger and Tomas
Medina, both appointed by the board, which does not
require a congregational vote)

5. Proposed Bylaws Amendment to Allow Congregational Public
Statements – 15 minutes

6. Congregational Survey Report – 10 minutes

7. Joys/Concerns/Intentions – 10 minutes

8. Closing Reading and Extinguish Chalice – 5 minutes

9. Adjourn

A COVENANT OF HEALTHY RELATIONS

As a religious community, we promise:

To Welcome and Serve

- By being intentionally hospitable to all people of good will
- By being present with one another through life's transitions
- By encouraging the spiritual growth of people of all ages

To Nurture and Protect

- By communicating with one another directly in a spirit of compassion and good will
- By speaking when silence would inhibit progress
- By disagreeing from a place of curiosity and respect
- By interrupting hurtful interactions when we witness them
- By expressing our appreciation to each other

To Sustain and Build

- By affirming our gratitude with generous gifts of time, talent and money for our beloved community
- By honoring our commitments to ourselves and one another for the sake of our own integrity and that of our congregation
- By forgiving ourselves and others when we fall short of expectations, showing good humor and the optimism required for moving forward

Thus do we covenant with one another

Approved at congregation meeting May 5, 2013

First Unitarian Universalist Church of Austin Congregational Meeting Rules of Procedure

1. Order of Business

The order of business will follow the meeting notice unless the order of business is changed by a majority vote.

2. Means of Voting

As long as a quorum is present (ten percent of voting members of the congregation), voice votes, uncounted standing votes, or an uncounted show of hands will be used, unless the bylaws specify otherwise. Two or more people shall be designated as vote counters by the chair at the outset of the meeting in the event that a vote count is needed. Written ballots will not be used without a two-thirds vote. All matters will be determined by the number of votes cast by members present and voting, as long as there is a quorum, unless the meeting notice allows absentee voting.

3. Presentation of Items

A Board Member or the appropriate Committee Chair will move the action items as printed in the meeting notice.

4. Amendments

No one may offer an amendment until there has been at least ten minutes of debate on the main question as moved, unless no one else wants to speak to the main question or it is a clarifying amendment. Anyone making an amendment must give it to the chair in writing before it is discussed. Paper and pencil will be provided; those requesting assistance will be provided assistance.

5. Time limits

These time limits will apply to all the business of the meeting. If no one objects, the Chair may grant minor extensions. Time limits may be extended by a two-thirds vote.

- a. No one may speak on any motion for more than two minutes or more than once as long as anyone else is waiting to speak, except that persons with special

information may answer questions with the Chair's permission.

- b. No item will be discussed in the meeting for more than 30 minutes. Discussion time will be divided equally by alternating between speakers at microphones designated pro and con. One microphone will be designated for point(s) of clarification or amendments.
- c. No one may call the previous question if there are persons waiting to speak at both the pro and con microphones and the time for discussion is not over. If the Chair sees no speakers at the con microphone, then the Chair may call for a vote.
- d. Every person must speak at a microphone.

6. Budget Motions

Anyone making a motion concerning the budget must give it to the Chair in writing and must provide for reduction in specific categories equal to any increase in spending in the motion. A simple majority vote is required to adopt motions concerning the budget.

7. Items Not in the Meeting Notice

Items of a substantial nature which are not in the meeting notice shall not be considered. Committees with items of substantial importance must have the item prepared far enough in advance for inclusion in the meeting notice.

8. Amending the Rules of Procedure

These rules of procedure will be adopted by a majority vote and may be changed during the meeting by a simple majority.

9. Adjournment

The meeting will adjourn no later than two hours or at such time as a quorum is no longer present after the Chair has called the meeting to order. The meeting may be extended in 15-minute increments by a simple majority vote for as much as one additional hour.

Minutes – Congregational Meeting

First Unitarian Universalist Church of Austin

Sunday, December 19, 2019, 1:30 pm – 2:30 pm in the Sanctuary

1. Welcome and Call to Order, Tomas Medina – 10 min

The President called the meeting to order and introduced our parliamentarian, John Oversbee.

a. Unison Reading of Covenant and Lighting of Chalice The members present read the congregation's covenant together.

b. Adopt Consent Agenda •Rules of Procedure •Minutes December 2018 congregational meeting

c. Adopt Agenda The rules of procedure, minutes from the prior meeting and the meeting agenda were accepted after we all agreed to reverse items 2 and 3 on the agenda.

2. Call for return of ballots for 2019 Monthly Special Offerings, Adele Loessberg– 5 minutes

Adele discussed the church's procedure for voting for selecting organizations for and allocation funds to the church's special offerings collections. Although the ballots ask us to rank organizations, it is ok to just place a check mark on those you select, and each will be equally weighted. Those present had the opportunity to get and fill out ballots.

3. Update: State of the Church, Rev. Meg Barnhouse – 10 min

Rev. Barnhouse updated the congregation on events within the life of the church, including the upcoming interim work for our religious education program. In addition, she noted that the church met its pledge goal for 2020.

4. 2020 Proposed Budget – 20 minutes, Meg Barnhouse and Chris Jimmerson

Rev. Jimmerson presented and answered questions about the 2020 proposed budget. (See congregational meeting materials for details).

5. Joys and Concerns – 10 minutes

Congregational members shared joys and concerns

6. Closing Reading and Extinguish Chalice – 5 min

After a closing reading and extinguishing of the chalice, the president adjourned the meeting.

Resolution to amend the bylaws to establish positions of public record DRAFT

First Unitarian Universalist Church of Austin

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WHEREAS religious institutions, congregations and faith communities have unique organizational power and moral authority to lead for positive social change; and

WHEREAS we do not currently have a process by which we, as a congregation, adopt a public position of record on a matter of social, moral or ethical concern; and

WHEREAS as such, in our congregation our Minister cannot speak publicly on behalf of the congregation on such a matter; nor can members of the congregation say or know for sure that the congregation supports them in their own personal efforts for social justice, ecological justice or other social and ethical matters; and

WHEREAS matters of social and ethical concern arise in connection to all seven of our Unitarian Universalist principles, especially our 6th principle, "The goal of world community with peace, liberty, and justice for all" and our 7th, "Respect for the interdependent web of all existence of which we are a part"; and

WHEREAS our 5th Unitarian Universalist principle guides us to use the democratic process in our congregation

BE IT RESOLVED the following amendments are made to the First UU Church of Austin Bylaws:

1. ARTICLE V: AUTHORITY, Section 1 be amended to include the following language:

F. Adopt a position of public record

with necessary minor changes for grammatical form.

2. ARTICLE VI: BOARD OF TRUSTEES, Section 6, the sentence

All actions of the Board of Trustees shall be by majority vote of those present.

be revised to state:

All actions of the Board of Trustees shall be by majority vote of those present, except when adopting a position of record on behalf of the congregation via a time-sensitive Board resolution, which requires a unanimous vote of those present, as outlined in ARTICLE XVI.

3. The addition of the following text, following other articles:

ARTICLE XVI: POSITIONS OF PUBLIC RECORD

A. A position of public record is a public statement adopted by the congregation of First UU Austin, which states a position of the church on an issue of moral or social concern.

B. A resolution proposing a position of public record may be adopted by the congregation through these means:

1. A resolution is initiated by the Board Trustees by a majority vote; or by a member of the congregation or a group of members. If not initiated by the Board, the resolution must be supported by signature by 10% or more of the congregation and be recognized by the Board of Trustees that the proposed position of record:
 - i. meets the definition of a position of public record in (A),
 - ii. advances the mission and ends of the church, and
 - iii. does not risk the church's legal status as a non-partisan religious institution.

Once initiated, a resolution proposing a position of public record must be presented to the congregation in the form of an open, public and accessible congregational forum at least a week before the congregational voting meeting at which the resolution is considered. A resolution proposing a position of public record may be adopted by the congregation by a 2/3 vote at a congregational meeting (either regularly scheduled, or a special meeting).

2. In circumstances where the position of public record concerns a time sensitive issue, such that the time necessary for congregational discussion and adoption would impede the church and ministry from supporting the position, and the Board of Trustees determines by unanimous consent the congregation would support the position, the Board may adopt a position of public record by a vote, requiring unanimous approval.

C. Once adopted, a position of public record will be posted publicly by the church in appropriate places, as determined by the Executive. When speaking or acting on positions of public record, the ministry may confirm they are doing so on behalf of and as representatives of the church.