

## **BYLAWS THE UNITARIAN FELLOWSHIP FOR WORLD PEACE**

Definition of unitarian: noun

1: having the character of a unit: an undivided whole, 2: being of oneness with the universe, 3: supporter of unity, 4: somebody who supports a unitary system of belief (Encarta dictionary)

### **What is the Unitarian Fellowship for World Peace?**

We are a fellowship of individuals who respect that the Architect of the Universe exists as one entity without personification. We acknowledge the inalienable right of each individual to self-determination. We support the free use of reason in religion and share a vision of a world community united in peace. We acknowledge the Creator's omnipotence, omniscience, omnipresence, and unity with all existence. We, also, acknowledge that ethnic differences among people should not be seen as an obstacle to human unity because there is only one race-the human race.

The Unitarian Fellowship for World Peace (UFWP) is a non-profit organization that provides a common ground for freedom from any specific dogma. We support the individual quest for personal truth through speculative philosophy. We respect the oneness of humanity and the unity of human spirituality as a common language. We see all people as one; regardless of ethnic/racial origin, cultural/religious background, or nationality. We have no political or doctrinal agenda. Our purpose is to educate the public about the plight of displaced persons and victims of armed conflict by using the visual arts as a vehicle to enhance awareness of the need for world peace. We acknowledge that the key to resolving world problems lies in nurturing social competence and gender equality in young children. Therefore, we pledge to educate the community about the importance of developmentally appropriate adult-child interactions as a key to raising the social consciousness of society.

One of our on-going commitments is providing support to the International Red Cross (IRC) through artistic expression. In conjunction with the IRC, all works of art produced through UFWP will be auctioned-off by the IRC to support Red Cross relief efforts. Because the visual arts can be a profound tool for conveying a message of compassion for those in need, we believe they are an important vehicle for raising awareness of needless human suffering resulting from natural disasters and human greed.

An equally important endeavor is offering public education about child development with the purpose of enhancing public awareness of the developmentally appropriate adult-child interactions that promote gender equality and social competence.

Another endeavor entails offering the public-at-large educational publications that address human relations topics. These publications are to be sold at a nominal cost to cover the expenses for printing and handling.

**Article I**  
**Name and Office**

This Corporation shall be known as The Unitarian Fellowship for World Peace and shall be referred to in these Bylaws as UFWP. The principle office of the corporation is to be located in the City of Dayton, County of Montgomery, State of Ohio.

**Article II**  
**Purpose**

The purpose of UFWP shall be to support the citizens of the world in striving for world peace. Its primary vehicles for doing so will be through: 1. Utilizing the visual arts to promote a respect for human dignity and 2. Educating the public about developmentally appropriate adult-child interactions that lead to respect for gender equality and human diversity.

- The UFWP will sponsor art exhibits, workshops, meetings, and social activities that promote art education emphasizing the visual arts as a tool for stimulating human awareness of peace and social justice.
- The UFWP will sponsor child development presentations, through its Center for the Study of Child Development, that educate the public about developmentally appropriate adult-child interactions that nurture positive guidance necessary to support the prevention of cruelty to children.

**Article III**  
**Membership**

Section 1. Membership shall be open to all people regardless of ethnicity, religion, national origin, sex or age. Application for membership may be made at any time.

Section 2. A member shall have the following:

A. *Eligibility*: Interest in the purposes of the UFWP.

B. *Privileges*: May attend meetings and social functions of the UFWP; may participate in art exhibitions and community workshops; may vote; and may sit on the Board of Directors.

C. *Responsibilities*: To help raise awareness of the importance of world peace and seek ways to facilitate the same.

**Article IV**  
**Officers, Directors and Statutory Agent**

Section 1. The officers of the UFWP shall be: Executive Director, Secretary, Treasurer, and Grant Coordinator.

Section 2. In addition to the officers, there shall be seven (7) additional Directorates: Research, Child Development, Publications, Property Manager, Chaplaincy, Medical Missionary Liaison, and International Red Cross Liaison

Section 3. The term of office for officers and other Directors shall be for two years, and it shall commence June 1 and shall terminate May 31 of odd numbered years.

Section 4. The Research Director shall act as Executive Director in the absence or incapacity of the Executive Director and shall fill a vacancy in the office of Executive Director. The Grant Coordinator shall be responsible for planning and promoting of exhibitions, workshops, and other public functions.

Section 5. In the event a position other than Executive Director becomes vacant, the Executive Director shall appoint a person to fill the vacancy subject to ratification by the Board of Directors.

## **Article V**

### **Board of Directors**

Section 1. The Board of Directors shall manage, control, and record the business and affairs of the UFWP subject to the provision of the Ohio Non-Profit Corporation Act and these Bylaws.

A. The Board of Directors shall consist of the eleven (11) members of the UFWP listed in Article IV, Sections 1 and 2.

B. On the Board of Directors, a quorum shall consist of five (5); a majority vote shall prevail.

C Each Board member present shall have one vote; no Board member may cast a vote other than his/her own.

D. The Board of Directors shall meet at dates and times mutually agreed on by the Board members. Board meetings may be in person, via internet, or by telephone. The Secretary shall notify the Board members of any changes in plans.

E. Special meetings of the Board of Directors may be called at the discretion of the Executive Director.

## **Article VI**

### **Nominations and Elections**

Section 1. At the January Board Meeting, a Nominating Committee of at least three members shall be appointed by the Executive Director and approved by the Board of Directors. The Committee's charge shall be to present at the March General Meeting a slate of proposed Board of Directors for the coming year.

Section 2. Prior to the March General Meeting, where nominations will be presented, the Nominating Committee shall notify the membership of its right to submit nominations from the floor in addition to the Committee's slate. These nominations shall be subject to the consent of said nominees to accept office, if elected.

Section 3. At the March General Meeting the Nominating Committee shall present to the members a slate of candidates for Board of Directors positions. In addition, nominations will be accepted from the floor.

Section 4. All UFWP members shall be notified of the final slate prior to the April Annual Meeting.

Section 5: Elections shall take place at the April Annual Membership Meeting.

Section 6: Voting for an uncontested position may occur by a show of hands.

A majority of members present, voting in the affirmative, shall constitute an election to the Board.

Section 7: If there is more than one nominee for a position, the Nominating Committee shall have appointed two Tellers.

A. The Tellers shall distribute ballots for the contested position(s), voting shall occur, and completed ballots shall be collected. No member may cast a ballot other than his/her own.

B. The Tellers shall tabulate any ballots, and the elected slate shall be reported back to the President to be announced to the membership. A majority of members voting in the affirmative shall constitute an election to the Board.

C. In case of a tie, the outcome shall be decided by a repeat vote at the following membership meeting.

D. All ballots shall be available for auditing by any member through the close of the elections, after which they may be destroyed.

Section 8. The outgoing Board of Directors shall conduct the last membership meeting of the electoral years.

## **Article VII**

### **Removal of Officers and Directors**

Section 1. In the event the Executive Director shall perform his/her duties in a manner which the membership at large deems detrimental to the goals and purposes of the UFWP, a recall of that officer may be initiated by UFWP members.

A. Members initiating the recall shall circulate a petition stating the reasons to recall the Executive Director.

B. When at least 30% of the UFWP membership sign the petition, the petition shall be presented to each member of the Board of Directors.

C. Within seven (7) days of receipt of the petition, the Executive Director shall call a special meeting of the Board to formally accept the petition.

D. Within one week of the special Board Meeting, arrangements shall be made by the Board to notify every UFWP member of a special recall meeting.

E. Within thirty (30) days from this notification a special recall meeting shall be scheduled for the entire membership.

F. The Executive Director must have a reasonable opportunity at that meeting to protest his/her removal prior to the vote.

G. At a special recall meeting, paper ballots shall be provided. Votes shall be counted and results announced. To remove the Executive Director a two-thirds affirmative vote of members present shall be required.

Section 2 In the event a member of the Board, other than the Executive Director, is deemed by the Board of Directors to have not properly performed the duties of his/her position, that officer or director may be removed by a two-thirds affirmative vote of all members of the Board of Directors. The person in question shall have proper notice of said meeting to protest his/her removal. The Executive Director shall set the time and location for this special meeting.

## **Article VIII**

### **Committees/sub-organizations**

Section 1. The Executive Director shall have the power to appoint committees and create and oversee sub-organizations.

Section 2. Any Board member may appoint a committee or create a sub-organization to assist in the performance of that member's specific function. Such appointments or sub-organizations are subject to the approval of the Executive Director.

Section 3. All committees or sub-organizations authorized by the Executive Director must have a properly executed charter signed by the Executive Director and at least two other Board members. The following elements must be included in each charter:

- A. Date of charter
  - B. Name of committee or sub-organization
  - C. Purpose
  - D. The committee/sub-organization chairperson or director and other members needed to complete the tasking, if applicable
  - E. Budget, if applicable
- Section 4. Committees/sub-organizations appointed by the Executive Director shall report monthly to the Board via the Executive Director.

### **Article IX**

#### **Annual and General Meetings**

Section 1. There shall be one Annual Business Meeting of the membership each calendar year for the purpose conducting official business.

Section 2. All other meetings which may be organized shall be structured within the purposes of the UFWP.

Section 3. At membership meetings, a quorum shall consist of all members present.

Section 4. Each member present shall have one vote; no member shall cast a vote other than his/her own.

Section 5. Minutes shall be taken at all meetings when business is conducted and shall become part of the permanent record.

### **Article X**

#### **Financial Matters**

Section 1. Any funds generated or managed by the UFWP shall be the responsibility of the Treasurer of the UFWP and all funds shall be deposited in the UFWP account.

Section 2. All funds generated by the UFWP activities shall be available for future disbursements in the interest of the UFWP goals, as deemed necessary by the Board of Directors.

Section 3. The Treasurer shall be responsible for the oversight of any fund, including the Endowment for the Arts Fund and the Center for the Study of Child Development Fund.

Section 4. The UFWP Fiscal Year shall be June 1 through May 31.

Section 5. There will be no membership dues or fees. Any funds received from the sale of UFWP products will be used to further the goals of the UFWP to increase public awareness of the importance of developmentally appropriate adult-child interactions and world peace.

Section 6. The financial records shall be audited after the end of each fiscal year.

Section 7. Each outgoing Board of Directors must leave in the treasury a sum at least equal to the unpaid bills for which they have obligated the UFWP.

### **Article XI**

#### **Personnel**

The UFWP Board of Directors is responsible for determining the necessity for professional staff. If the Board should so decide in the positive, the Board of Directors

has full responsibility for determining who to hire, terms of employment, and compensation.

**Article XII**  
**Conflict of Interest**

Section 1. No Board member may vote on a matter coming before this body in which he or she has a direct financial interest. Immediately upon becoming aware that such a conflict may exist, a Board member must disclose the existence of the potential conflict to the remaining Board members, withdraw from further deliberation on the issue, and refrain from voting on the matter. Any such disclosure and withdrawal shall be fully documented in the organization minutes.

Section 2. No Board member or his/her immediate family may profit or gain any material consideration in exchange for any acts or omissions performed by said member in the course of his/her duties.

**Article XIII**  
**Parliamentary Authority**

The UFWP Board of Directors shall conduct its meetings according to Robert's Rules of Order.

**Article XIV**  
**Dissolution of the Unitarian Fellowship for World Peace**

Upon the dissolution of the UFWP, assets shall be distributed for the charitable, religious, educational, and scientific purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of UFWP is located, exclusively for such purposes or to such organization or organizations, as said Court shall determine which are organized and operated exclusively for the purposes of which UFWP was founded.

**Article XV**  
**Private Foundation Status**

Section 1. UFWP will distribute its income for each tax year at a time and in a manner as not to become subject to the tax on undistributed income imposed by section 4942 of the Internal Revenue Code, or the corresponding section of any future federal tax code.

Section 2. UFWP will not engage in any act of self-dealing as defined in section 4941(d) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

Section 3. The corporation will not retain any excess business holdings as defined in section 5943(c) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

Section 4. The corporation will not make any investments in a manner as to subject it to tax under section 4944 of the Internal Revenue Code, or the corresponding section of any future federal tax code.

5. The corporation will not make any taxable expenditures, as defined in section 4945(d) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

**Article XVI**

**Final Authority**

Nothing contained in these Bylaws is intended to conflict with the "Articles of Incorporation". In the event of any conflict, the "Articles" will take precedence.

**Article XVII**

**Amendments**

Changes to these Bylaws shall be adopted by a two-thirds (2/3) affirmative vote of the entire Board of Directors at a scheduled Board meeting followed by a two-thirds affirmative vote of members present at a general membership meeting. The membership shall be notified of the proposed amendment(s) or revision at least one week in advance of the voting date. All members' votes shall be recorded and counted by the Board of Directors.