

Unitarian Universalist Church of Davis
MEMBERSHIP POLICY

Adopted by the Board of Trustees on August 8, 2016

The Church's Bylaws specify three requirements for membership: (1) participating in a new member orientation, (2) assenting to the Church's purpose, and (3) generously supporting the Church through personal participation and an annual pledge or financial contribution of record. Only members who have made an annual pledge or contribution of record are eligible to vote at membership meetings. The Bylaws direct the Board of Trustees to establish policies for determining when a member is no longer interested in membership, for determining eligibility for Continuing Membership, and for annual review of the Church's membership roster.

Annual Review of Membership Roster for Certification to the UUA

The Church's Bylaws affirm our intent to make annual financial contributions equal to our full Fair Share to the Unitarian Universalist Association (UUA) and to the Pacific Central District (PCD). UUA member congregations must report an annual certified membership number to the UUA by 5 p.m. on February 1 of each year. The UUA uses this number to calculate the Church's Fair Share contribution to the UUA Annual Program Fund and its dues to the Pacific Central District. The certified number also determines the number of voting delegates who may represent the Church at the annual General and District Assemblies. Repeated failure to provide this number may result in the Church's being moved to inactive status.

The Church shall comply with the UUA requirement for annual membership certification by timely annual review of the Church's membership roster. Members certified to the UUA shall have fulfilled all membership requirements, including an annual pledge or financial contribution of record during the past 12 months.

Members who have not made any financial contribution of record during the past 12 months shall be contacted and invited to maintain their membership and voting privilege by doing so. These caring conversations shall be pastoral calls or personal contacts, initiated by the Membership Council in consultation with the Senior Minister or Assistant Minister. If such personal outreach is not possible, contact shall be by certified letter, return receipt requested.

Members can be removed from the certified membership roster for any of the following reasons:

- They are deceased.
- They make a written or verbal request to terminate their membership.
- They do not reply to personal or written communications.
- They have not made any financial contribution of record during the past 12 months. (Individuals removed from the certified membership roster for this reason shall be returned to this roster upon making an annual pledge or financial contribution of record.)

No annual pledges or financial contributions of record are expected from Continuing or Youth Members.

Continuing Members are honored members who have been active in the life of the Church for many years but who can no longer fulfill the requirements for membership due to advanced age, frailty, illness, or other difficulty. Candidates for this membership category shall be proposed by the ministerial staff and affirmed by the Board.

Youth Members are so categorized until they reach the age of 18.

Continuing or Youth Members who have not made pledges or financial contributions of record during the preceding 12 months shall not be counted in determining the Church's certified membership number, and no UUA Fair Share contributions or PCD dues shall be paid on their behalf. However, Continuing or Youth Members who have made pledges or financial contributions of record during the preceding 12 months shall be counted, and dues shall be paid on their behalf.

Friends of the Church who have not signed the membership book will not be included in the certified membership roster, even if they have made a pledge or financial contribution of record during the preceding 12 months.

Specific procedures and timetables for annual review of the certified membership roster shall be developed by the Congregational Administrator in collaboration with the Membership Council.

Review of Membership Roster to Determine Voting Eligibility

All announcements of membership meetings must include the following information on voting eligibility:

Members of the Church are eligible to vote at membership meetings if they

- *are 18 years of age or older, and*
- *have been members for at least 30 days, and*
- *have made a pledge or financial contribution of record during the preceding 12 months.*

In advance of each membership meeting, the Congregational Administrator shall compile a list of members eligible to vote as of the date of that meeting. The list shall include all members who meet the above criteria and all Continuing Members. The list shall not include Youth Members or Friends of the Church, even if they have made a pledge or financial contribution of record during the preceding 12 months.

Board members will use this list for member check-in at membership meetings to establish whether a quorum has been achieved.