

*Revised October 10, 2021*

**BY-LAWS**  
**for**  
**UNITY CHURCH OF PRACTICAL CHRISTIANITY**  
**Buffalo, New York**

**ARTICLE I**  
**Identification**

Section 1.01 – Statement of Purpose

The purpose of the Unity Church of Practical Christianity, a New York corporation (hereafter referred to as Unity of Buffalo), is to teach the universal principles of Truth, as taught and demonstrated by Jesus Christ and interpreted by Unity and the Association of Unity Churches [dba and hereafter referred to as Unity Worldwide Ministries], a non-profit corporation organized and existing under the laws of the state of Georgia with headquarters at Lee’s Summit, Missouri, hereinafter referred to as the Unity Worldwide Ministries [UWM].

In the accomplishment of this purpose, Unity of Buffalo shall endeavor to conduct services of worship and classes of instruction and to demonstrate the principles of Truth by using them in the operation of the ministry and to adopt other means that will in the judgment of the Minister, Board of Trustees and congregation further the principles of practical Christianity among people everywhere.

Section 1.02 – Unity Worldwide Ministries Membership and Responsibilities

Unity of Buffalo shall be a vital part of the worldwide Unity movement and a member of the Unity Worldwide Ministries. Any member of this ministry may call upon the resources and support of the Unity Worldwide Ministries through its senior minister or co-ministers, Board of Trustees, staff, or through direct communication with the Unity Worldwide Ministries.

In the spirit of cooperation, the operation and conduct of this ministry shall comply with the regulations and policies of the Unity Worldwide Ministries as outlined in the Unity Worldwide Ministries Bylaws, insofar as they do not conflict with the laws of the State of New York.

- A. Participation. This ministry may have its voice heard and its wishes expressed in the membership meetings of the Unity Worldwide Ministries, and its members may participate in workshops, seminars, and classes designed to encourage and foster their spiritual development and that of the ministry.

- B. Resources. This ministry can benefit from its membership in the Unity Worldwide Ministries and its corresponding region through direct support, materials, and coaching regarding organization, finances, music, adult and youth education, church growth programs, ethics compliance, and other topics related to church function.
- C. Leadership. This ministry shall have as its leader an ordained or licensed Unity minister(s) approved for ministry employment by the Unity Worldwide Ministries or a person serving under special dispensation approved by Unity Worldwide Ministries. For the purpose of these bylaws, the term “minister” shall include a person serving under special dispensation of the Unity Worldwide Ministries.
- D. Teaching. In major part, the principles of practical Christianity shall be taught through this Ministry using methods, textbooks, literature, and other materials approved by the Unity Worldwide Ministries.
- E. Mailings. Copies of all printed matter mailed by this ministry to its membership shall be sent to the office of Unity Worldwide Ministries.
- F. Reports. As Administrative Director of this Ministry, the Minister will make annual reports to the Unity Worldwide Ministries as required.

**ARTICLE II**  
**Office and Official Records**

Section 2.01 - Principal Office

The principal executive office of the corporation shall be fixed by the Board of Trustees. Said office shall be in the County of Erie, State of New York or at such other place within the State of New York as the Board of Trustees hereafter shall designate. The Corporation may also have offices at such other place or places as the Board of Trustees may from time to time designate.

Section 2.02 – Official Records

Records of membership, finances, donation, corporate minutes, and other records required by law or as designated by the Board of Trustees shall be maintained at the principal office of the corporation. Confidential documents are available only for use by the minister(s), Board members, or designated professional staff. Other documents are available to active members upon request.

## **ARTICLE III Membership**

### Section 3.01 - Qualifications

A member of Unity of Buffalo shall endeavor to live in accord with the Jesus Christ principles of Love and Truth as taught by Unity. A member shall further the work of this Ministry through active interest, love, and support of time, talent and treasure. The Board of Trustees and Minister may determine classes necessary for membership.

### Section 3.02 - Election of Members

Anyone desiring membership in Unity of Buffalo shall file an Application for Membership with the Ministry office. The application shall be presented to the Board of Trustees at its next regular meeting. Upon a majority affirmative vote of the Trustees present and voting, the applicant shall become an active member and shall be notified accordingly by the Board secretary. All staff ministers and Licensed Unity Teachers are considered members of this Ministry.

Section 3.03. Classes of Members. There shall be two classes of members of this Ministry, active and inactive. Active members have full membership rights and may participate and vote in any membership meeting.

#### A. Active Membership.

1. New Members. After acceptance as a new member, each member shall have voting rights at all membership meetings up through and including the next regularly scheduled annual membership meeting after joining the church.
2. Existing Members. To retain active membership rights, each member must indicate a desire to remain a member by completing and returning to the church a yearly membership renewal card or such other document as approved by the Board of Trustees. If no current membership renewal card or approved document is on file prior to the annual membership meeting, that person becomes inactive and cannot serve on the Board of Trustees or vote at any membership meeting.

#### B. Reinstatement of Inactive Membership.

1. Reinstatement within two years. If a member who has become inactive wishes to return to active status within the first two years after becoming an inactive member, such a member who meets membership qualifications and fills out a yearly membership renewal card or document approved by the Board of Trustees shall be reinstated as an active member. In order to vote at a membership meeting such members must fulfill these requirements at least six (6) weeks before a membership meeting.

2. Reinstatement after two years. If a member has been inactive for two years or more and desires to become an active member again, such a member must reapply for active membership in the same manner required of new members.
- C. Removal of Membership for Cause. A member may be removed for cause by the Board of Trustees. Prior to any vote concerning removal, the member in question must be notified by certified mail at least ten (10) days prior to the Board of Trustees meeting of the reasons being considered for removal of membership and thereafter be given an opportunity for a hearing before the board. A 2/3rds vote of the Board shall be required for removal of membership provided that the senior minister or co-ministers are in agreement with this action.

#### Section 3.04 - Powers of Active Members

Active members of Unity of Buffalo shall have the power to do the following:

- A. To vote at any membership meeting, either in-person, by telephone, or by other electronic means simultaneously with a minimum standard being oral communication.
- B. Elect members to the Board of Trustees as specified in Section 4.05.
- C. Ratify the Bylaws of this Ministry or any amendments thereto as specified in Section 7.01.
- D. Vote on any question of sale, pledge, or proposed financing of real property owned and used for the operation of this Ministry which exceeds Twenty-Five Thousand Dollars (\$25,000) in value. A seventy-five percent (75%) affirmative vote of those present and voting is required for approval. Refer to Section 4.04-D.7.
- E. Elect a member, and their alternate, to serve on the Nominating Committee as specified in Section 4.05, B-E.
- F. Vote on any matters officially brought to the attention of the Membership.
- G. Offer suggestions to the Minister or Board of Trustees as may seem advisable for the good of this Ministry.
- H. Speak in debate at any membership meeting according to rules provided for debate.
- I. Serve on ministry teams, if selected.
- J. Participate in activities and programs of this ministry, noting that some ministry teams and activities have requirements for participation.

- K. Contact the Unity Worldwide Ministries regional representative or Unity Worldwide Ministries directly for guidance, support, or information on available resources.

### Section 3.05 - Meetings and Quorum

- A. Annual Membership Meeting. The annual membership meeting of Unity of Buffalo shall be held at its official headquarters on the third (3rd) Sunday in October at the time of day designated by the Minister and Board of Trustees. At the discretion of the Board, the date of the Annual Membership Meeting may be changed to another Sunday in the month of October, with at least ten (10) days written notice given to the membership.
- B. Special Membership Meetings. Any time the affairs of this Ministry warrant a special meeting may be called by:
  - 1. The Senior Minister or Co-Ministers, and
  - 2. A majority of the Trustees of the Board.

The purpose(s) for the special meeting shall be stated in the written notice to the membership. Business conducted at the special meeting shall be limited to the pre-stated purpose(s).

- C. Written Notice. Written notice stating the date, time and place of the Annual or Special Membership Meeting shall be sent by postal or electronic mail to all active members at least fifteen (15) days before any membership meeting.
- D. Quorum. A quorum of the meeting shall be at least 20 percent of all active members, participating in-person, by phone or by electronic means.
- E. Presiding Officer. The President of the Board of Trustees shall serve as the presiding officer of the annual membership meeting.
- F. Participation. The right to speak in debate, to make motions, and to vote during Annual or Special Membership meetings shall be restricted to those active members who are present or in-person by electronic means. The right of non-members to speak during membership meetings may be extended by the presiding officer or by a one-third (1/3) vote of active members participating in the meeting. UWM's representative(s) have a right to speak when they are at the meeting.
- G. Voting. Unless otherwise provided herein in these bylaws, a majority of the members qualified to vote, and voting, shall be necessary for approval or disapproval of the action being voted upon. For those participating electronically, instructions will be provided as to how to cast your vote. Absentee, text, proxy, fax or e-mail ballots are not permitted.

- H. Prayer. In any membership meeting, the Chair, the Minister, a Peacemaker or any member may request that action on an item of business be suspended while the membership enters into a time of prayer on the issue. Upon such request the Chair shall provide a period of prayer and silence.

## **ARTICLE IV Government**

### Section 4.01 - Administration

The administration of Unity of Buffalo shall be vested in the Senior Minister or Co-Ministers, who is the Administrative Director, and the Board of Trustees elected from the Membership.

### Section 4.02 – Definitions

- A. Unity Ministry. A member ministry in the Unity Worldwide Ministries recognized by the Unity Worldwide Ministries will have a duly ordained or licensed Unity minister, or a person serving under special dispensation as its Spiritual Leader. (For additional criteria, contact the Unity Worldwide Ministries office.)
- B. Senior Minister. A Unity minister duly ordained, licensed [or serving under special dispensation] by the Unity Worldwide Ministries (or Unity School of Christianity prior to July 1, 1966), who assumes the spiritual and administrative leadership role in a member ministry. This leader works in conjunction with the Board of Trustees of the member ministry and is to oversee the teaching, preaching (lesson), worship services, healing, counseling, prayer, administrative, and fellowship activities of the ministry.
- C. Co-Minister. In shared partnership ministries, a Unity minister duly ordained or licensed by the Unity Worldwide Ministries (or Unity School of Christianity prior to July 1, 1966), who equally assumes the spiritual and administrative leadership role with another co-minister in a member ministry. These leaders work in conjunction with the Board of Trustees of the member ministry, and oversee the teaching, preaching (lesson), worship services, healing, counseling, prayer, administrative, and fellowship activities of the ministry.
- D. Associate Minister. In ministries with more than one minister, a Unity minister duly ordained or licensed by the Unity Worldwide Ministries (or Unity School of Christianity prior to July 1, 1966), serving in a member ministry. The Associate Minister may be equal in ability, but functions with less responsibility than the Senior Minister. The Associate Minister reports to the Senior Minister, who determines the scope of the associate's responsibilities.

- E. Assistant Minister. In ministries with more than one minister, a Unity minister duly ordained or licensed by the Unity Worldwide Ministries (or Unity School of Christianity prior to July 1, 1966), serving in a member ministry. The skills and/or experience of the Assistant Minister may be less than those of the Senior Minister. The assistant may be placed in a specialized service area of the ministry, i.e., pastoral visitation, or administrative support. The skills of the assistant are, therefore allowed to develop for a more comprehensive range of ministry service of the assistant, and the ministry.

#### Section 4.03 – Minister

- A. Senior Minister or Co-ministers. The senior minister or co-ministers will be duly licensed or ordained Unity minister(s).
  - 1. Duties. As the spiritual leader(s) of this ministry, the senior minister or co-ministers will be responsible for the scheduling, conduct, and content of services, classes, and all other activities that further the purpose of this ministry. As administrative director(s), the minister(s) shall:
    - a. Be responsible for the complete functioning of this ministry, including the hiring and termination of all employees including associate or assistant ministers;
    - b. Serve as voting member(s) of the Board of Trustees on all matters except their own employment, or that of their successor(s);
    - c. Create ministry teams related to these duties;
    - d. Appoint the members of such ministry teams;
    - e. Serve as ex officio members of all ministry teams;
    - f. Be responsible for seeking the Unity Worldwide Ministries' assistance in the event of a dispute adversely affecting the ministry.
  - 2. Selection. The Board of Trustees shall recommend to the congregation the selection of a senior minister or co-ministers following the employment procedures for ministerial personnel of the Unity Worldwide Ministries.
  - 3. Compensation. The compensation of the senior minister or co-ministers employed by this ministry shall be set by the Board of Trustees.
- B. Associate and/or Assistant Ministers. Associate and/or assistant minister(s) will be duly licensed or ordained Unity minister(s) who function(s) with less responsibility than the senior minister or co-ministers.
  - 1. Duties. The associate and/or assistant minister(s) will perform the duties and fulfill the responsibilities assigned them by the senior or co-ministers.

2. Compensation. To the extent funded by the board, the compensation of the associate and/or assistant minister(s) shall be fixed by the senior minister or co-minister(s).
- C. Vacancy. The position of minister may be vacated by any of the following actions:
1. Resignation, or
  2. After complying with Section 4.04-D-9 and 4.04-F, the minister's removal because of failure to fulfill the duties of the position as specified in Section 4.03-A.

#### Section 4.04 - Board of Trustees - Minister - Members

- A. Structure. The Board of Trustees shall consist of the senior minister or co-ministers and no more than six (6) Trustees elected from the membership of Unity of Buffalo. Each elected Trustee shall hold office for three (3) years, or until a successor is duly elected. The terms of two elected Trustees shall expire annually and their offices shall be filled at the annual membership meeting in accordance with Section 4.05. No elected Trustee shall serve more than two (2) consecutive terms of three (3) years each without an interval of one year between terms.
- B. Prohibition of Service. The following persons are prohibited from serving on the Board of Trustees:
1. Any active Licensed Unity Teacher;
  2. Relatives, significant others or household members of any board member or Licensed Unity Teacher;
  3. Individuals receiving compensation from the ministry with the exception of the senior minister or co-ministers;
  4. Relatives, significant others, or household members of any individual receiving compensation from the ministry.
- C. Prayer. It is important that in addition to adhering to the normal procedures for legal functioning set forth in these bylaws, that the spiritual principles taught by Unity be utilized in the handling of decisions before the Board of Trustees.
- During the discussion of an item of business, any Trustee may request time for prayer about the issue. Upon request the chair shall provide a period of prayer and silence.
- D. Duties. As representative of the Membership, the Board of Trustees and Minister as a team under their scope of responsibility and authority shall:

1. Uphold the spiritual purpose of this Ministry as stated in Section 1.01.
2. Uphold the highest interest of the membership in conducting the business of this Ministry.
3. Be conversant with these Bylaws and establish policy for the operation of this Ministry.
4. Be faithful in attendance at services, board and membership meetings of this Ministry.
5. Make determination of the business needs of this Ministry and authorize payment of monies for those purposes.
6. Administer the property of this Ministry, both real and personal.
7. Make decisions regarding the sale, pledge, or proposed financing of real property belonging to this ministry provided that all decisions concerning the sale, pledge, or proposed financing of real property exceeding twenty-five thousand dollars (\$25,000) or 25% of the previous year's income, which ever is greater shall be presented to the membership at a properly constituted membership meeting for final approval;
8. Employ a licensed or ordained Unity minister(s) through cooperation with the employment management procedures of the Unity Worldwide Ministries;
9. After a ministry and its senior minister or co-ministers have sought to reconcile differences and cooperated with the procedures and guidance of the Unity Worldwide Ministries, the Board of Trustees may recommend to the congregation to terminate the employment of a senior minister or co-ministers by a two-thirds (2/3rds) vote of the Board;  
  
In the event this occurs, a special membership meeting would be called in accordance with the provisions in these bylaws. A two-thirds (2/3) vote of the active membership participating in the meeting shall be required to terminate the employment of a senior minister or co-ministers.
10. The Board as recommended by the Minister, shall consider the employment of all staff personnel of this Ministry and set and approve their salaries.
11. Set dates for the fiscal year.

12. Each year cause to be prepared a complete financial statement with disclosures which will set forth the fiscal conditions and operations of the ministry.
13. When deemed advisable, secure a fidelity bond or theft and dishonesty insurance for any persons handling church funds, the amount to be set by the Board.
14. Approve applicants for membership in accordance with Section 3.02.
15. Act to fill the unexpired term of any Trustee in accordance with Section 4.06-B.
16. Elect Officers of the Board, and their successors to fill any unexpired term when necessary. See Section 4.08.
17. Create such ministry teams as needed to support the functions and responsibilities of the Board and the Ministry.
18. Ratify committees and their chairpersons as appointed by the Board President.
19. Seek Unity Worldwide Ministries assistance in the event of a dispute adversely affecting the ministry.
20. Attend and actively participate in ongoing board education programs;
21. Keep or cause to be kept an accurate record of active and inactive members;
22. Keep or cause to be kept accurate records of gifts to the ministry in compliance with Internal Revenue Service regulations;
23. Issue or cause to be issued necessary 1099 and W-2 forms in compliance with Internal Revenue Service regulations;
24. Acknowledge in writing contributions in compliance with Internal Revenue Service regulations;
25. Secure liability insurance for all Board of Trustee members and minister(s); and
26. Take such other actions as may be deemed necessary for the best interests of this ministry.

27. Consider other duties brought to their attention by the Minister and other Trustees.
  28. Shall also comply with other duties recommended in Church Policy Manual (Qualifications and Duties of Board Members).
- E. Employment of Minister. It is the responsibility of the Board of Trustees to recommend to the congregation the employment of a Unity Minister for the church through cooperation with the placement and written notification to the Unity Worldwide Ministries and in accord with Article 10 of the Religious Corporation Law of New York State.
  - F. Termination of Employment of Minister. Employment of a senior minister or approved licensed teacher as spiritual leader may not be terminated until written notification to Unity Worldwide Ministries and Article 10 of the Religious Corporation Law of the State of New York have been complied with.

#### Section 4.05 - Board of Trustees - Election

- A. Qualifications. Any person elected to the Board of Trustees must be an active member of Unity of Buffalo. That person shall be one who:
  1. Desires to serve on the Board.
  2. Endeavors to live in accord with the Jesus Christ principles of Love and Truth as taught by Unity.
  3. Furthers the work of this Ministry through his or her active interest, love and support by giving of their time, talent and treasure.
  4. Is a sincere and continuing student of Unity, conversant with its teachings.
  5. Has demonstrated leadership capabilities.
  6. Shall also comply with other qualifications recommended in the Church Policy Manual (Qualifications and Duties of Board Members).
- B. Nominating Committee. A Nominating Committee shall be formed at least three (3) months prior to the annual membership meeting, and shall initiate a search for at least two (2) qualified candidates for the Board of Trustees. The Committee shall consist of the Minister and three (3) active members selected in the following manner:
  1. At the Annual membership meeting, the membership shall elect one of its active members, and an alternate, to serve on the Nominating Committee for the next year's election.

2. The Board shall elect one of its Trustees.
  3. Together with the Minister, the above two Committee members shall select a third (3rd) Committee Member from the Active Membership who shall become Chairperson of the Nominating Committee. In the event of unavailability to serve of the person so elected, the Board shall select a person from the active membership to fill the vacancy, other than a current Board member.
- C. Interim Board. In the event of an interim board, the Nominating Committee shall complete its selection process within thirty (30) days from the establishment of the interim board.
- D. Nominating Procedure. As the presiding officer of the annual membership meeting, the President shall:
1. Read Section 4.05 and 4.04-B just prior to the call for nominations.
  2. Call upon the Chairperson of the Nominating Committee to present the committee's nominations.
  3. Call for additional nominations from the floor. Nominees should never be chosen on the basis of a person's business success or financial resources alone. All nominees, no matter how nominated, must qualify in accordance with paragraph (a) of this section.
- E. Election. The Nominating Committee shall seek to identify two (2) candidates for each position on the Board of Trustees to be filled, having obtained their approval and willingness to serve. This Committee shall make and submit to the Board of Trustees nominations for Trustees for the succeeding term of office at least two (2) weeks before the annual meeting.

#### Section 4.06 - Board of Trustees - Vacancy and Replacement

- A. Vacancy. The office of a Trustee may be vacated by any of the following means:
1. The resignation of the Trustee.
  2. The Board voting for the removal of a Trustee due to absences from three (3) successive regular board meetings. Absences may be excused by the Board upon written request.
  3. The Board voting for the removal of a Trustee because of a failure to fulfill the duties of the office as specified in Section 4.04-D.

- B. Replacement. Should a vacancy occur on the Board of Trustees, the Board shall proceed to fill the vacancy by ballot at its next regular meeting. In case of emergency, a special meeting may be called. Only persons meeting the qualifications specified in Section 4.05-A and 4.04-B may be considered as replacements. No replacement shall have served as a Trustee during the year prior to their election. A majority vote of those present and voting shall be necessary to elect. The term of the newly elected Trustee shall expire on the same date as the term of the Trustee succeeded.
- C. Should more than two vacancies occur simultaneously among the elected members of the Board of Trustees, or should the total number of trustees fall below four [this includes the minister], two special membership meetings will be called.
1. The first meeting will occur within thirty [30] days. The purpose of this meeting shall be:
    - (a) To elect interim board members.
    - (b) To constitute or reconstitute the Nominating Ministry Team [see 4.05-B].
    - (c) To set the date for a second meeting. The second Special Membership meeting will be held no later than seventy-five [75] days after the first meeting.
  2. The Nominating Ministry Team shall:
    - (a) Complete their search for board nominees within thirty [30] days of the first Special Membership meeting.
    - (b) The results of their work shall be mailed to all members within forty-five [45] days.
  3. The board members will be elected at the second of these Special Membership meetings [see 4.05-D and E, Nomination Procedure and Election Procedure]. If the regular annual meeting of this ministry should be scheduled in this time period, then board elections will be held at the regular annual meeting of this ministry.

#### Section 4.07 - Board of Trustees - Meetings and Quorum

- A. Regular Board Meetings. The regular business meetings of the Board of Trustees shall be held at the headquarters of this Ministry at a time specified by the Board. There shall be at least ten (10) monthly meetings of the Board of Trustees each year.
- B. Special Board Meetings.

Special meetings of the board will be called by the President of the Board if requested by the senior minister or co-ministers; if requested by two or more trustees; or if the President of the Board deems it necessary. Any request for a

special board meeting shall be made in writing to the Board secretary. All current board members, including the senior minister or co-ministers, shall be given notice of any special board meeting at least forty-eight (48) hours in advance of the meeting. The attendance of any member of the board at the meeting shall serve as a waiver of this notice requirement.

- C. Quorum. A majority of the total number of Trustees currently serving shall constitute a quorum for the transaction of business. Unless otherwise provided herein, the vote of a majority of the Trustees present shall be necessary for approval of the action being voted upon. Should the total number of Trustees fall below four [this includes the minister] refer to Section 12 [Vacancies].
- E. Minister Attendance. The senior minister or co-ministers has/have the right to attend all board meetings, with the exception of those meetings or portions thereof that pertain to determinations of the minister's salary and/or review of the ministers work record.
- E. Prayer. It is important that in addition to adhering to the normal procedures for legal functioning set forth in these bylaws, that the spiritual principles taught by Unity be utilized in the handling of decisions before the Board of Trustees. During the discussion of an item of business any trustee may request time for prayer about an issue. Upon such request the President shall provide a period of prayer and silence.

#### Section 4.08 - Board of Trustees - Officers

Officers of the Board of Trustees shall consist of a President, Vice-President, Secretary, and Treasurer. All officers shall be selected in a manner decided by the Board, at the first Board meeting after the annual meeting or at a special meeting called for the purpose of selecting officers. Officers shall hold their respective offices for one year or until their successors are duly elected or qualified.

- A. President. The President shall:
  - 1. Preside at all Board of Trustees meetings.
  - 2. Preside at all membership meetings.
  - 3. Appoint members of ministry teams with advice of the Board, in accordance with Section 4.04-D.17.
  - 4. Be a member of all committees by virtue of the office, except the Nominating Committee.
  - 5. Sign such papers and documents, upon proper authorization, as may be necessary.

6. Be responsible for the planning of board orientation, retreats, and workshops.

B. Vice-President. The Vice-President shall:

1. Perform all the duties of the President in the absence of the President.
2. Become President in case the office of the presidency becomes vacant. In such a case, a new Vice-President shall be elected from among the remaining Trustees to fill the remainder of the term.

C. Secretary. The Secretary shall:

1. Keep, or cause to be kept, an accurate record of the minutes of all board and membership meetings.
2. Keep, or cause to be kept, all reports, contracts, other legal papers, minute books, and the corporate seal, which items shall be kept in the Ministry office at all times, or in such other depository as prescribed by the Board.
3. Attend to all official business required by the Board.

D. Treasurer. The Treasurer shall:

1. Be custodian of the funds of this Ministry. He/She will pay out or cause to be paid out, funds authorized by the Board. Refer to Section 4.04-D.
2. Keep, or cause to be kept, a record of all financial transactions, and submit a monthly financial report at each regular board meeting.
3. Submit a financial report, covering the last complete fiscal period, at the annual membership meeting.
4. Count, or cause to be counted by the appointment of qualified persons, all funds received, and be responsible for their deposit.
5. Place, or cause to be placed, the funds of this Ministry in the bank or other depository approved by the Board.
6. When counting ministry funds, there should be at least two (2) persons present.

**ARTICLE V**  
**Emergency Situations**

In the case of a national emergency declared by the President of the United States, a State emergency declared by the Governor, or a local emergency as determined by a two-thirds (2/3) vote of the local ministry trustees present and voting, the Board of Trustees is authorized to meet by electronic means and to have the full power to adjust budgets and cancel/postpone events or re-schedule them as electronic meetings. As long as the emergency lasts, the Board of Trustees may take any other emergency actions deemed helpful and necessary to assure the welfare of this ministry.

**ARTICLE VI**  
**Seal and Dissolution**

Section 5.01 - Description

The Corporate seal of this Ministry shall include the name of the Ministry in a circle, which encloses the name of the city, state, and date of incorporation.

Section 5.02 - Dissolution

Should this corporation dissolve, all property and funds remaining after the payment of the debts of the corporation shall be delivered to Unity Worldwide Ministries (UWM, a non-profit corporation organized under the laws of the State of Georgia, for religious and educational purposes). Such funds or property shall be for the use and benefit of the UWM as may be determined by the Board of Trustees. Upon re-establishment of a Unity church or center in Buffalo, New York, Unity Worldwide Ministries shall make available to said church an amount of money equivalent to that received from the dissolution.

Should UWM no longer exist, any assets remaining of this corporation after dissolution shall be disposed of by a Court of Competent jurisdiction of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said court shall determine, which are organized and operated exclusively for purposes set out in Section 5.01(3) of the Internal Revenue Code of 1954.

**ARTICLE VII**  
**Meeting Procedures**

Section 6.01 - Rules of Order

The latest edition of Robert's Rules Of Order shall be the authority of this Ministry on parliamentary law and its usage, unless otherwise provided by these By-laws.

**ARTICLE VIII**  
**By-law Amendments**

Section 7.01 - Procedure

Amendments to these By-laws must be made by voting members of this Corporation at a legally constituted membership meeting. Written notice setting forth the proposed amendments must be mailed to all active members at least ten (10) days prior to the required membership meeting. An affirmative vote of seventy-five (75%) of all active members present and voting shall be necessary to pass any amendments to these Bylaws. These By-laws fully supersede all previous By-laws adopted by the Unity Church of Practical Christianity.

Date of adoption or revisions adopted:

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Attest - Secretary

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October 27, 2002

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Revised October 21, 2012

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Revised October 8, 2017

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Revised October 10, 2021