

BYLAWS OF THE UNIVERSAL FELLOWSHIP OF METROPOLITAN COMMUNITY CHURCHES

**As revised at General Conference XXV, Chicago, Illinois (USA)
Effective 02 July 2013**

Addendum 1

PROCEDURES FOR SUBMITTING BYLAW PROPOSALS

The Bylaw amendment process is managed by the Bylaws Team. The members of the Bylaws Team are appointed by and accountable to the Governing Board.

Criteria

In order for a Bylaw amendment proposal to be considered by the General Conference, the proposal must be sponsored by the Governing Board, the Council of Elders, a member of the Lay House or of the Clergy House of General Conference.

- a. Members of the Lay House are Lay Delegates; the Interim Pastoral Leader of each affiliated church when that Interim Pastoral Leader is a member of UFMCC; and the members of the Council of Elders and of the Governing Board who are not clergy or Lay Delegates and are members of UFMCC.
- b. Members of the Clergy House are ordained clergy with a License to Practice and honorably retired clergy.

Procedure for sponsorship by the Governing Board or the Council of Elders

- A. Whenever a majority of the Governing Board or the Council of Elders votes to propose a Bylaw amendment, the full text of the proposal is to be submitted to the Governing Board member responsible for managing governance processes.
- B. Bylaw amendment proposals from the Governing Board or Council of Elders are due to the Governing Board member responsible for managing governance processes no later than sixty (60) days preceding General Conference.
- C. Bylaw amendments proposed by the Governing Board or the Council of Elders shall include an impact statement from the Governing Board.
- D. Any Bylaw amendment proposal submitted by the Governing Board or by the Council of Elders, accompanied by the impact statement, will be placed on the agenda of the next General Conference.

Procedure for sponsorship by a member of the Lay House or Clergy House

1. A member of the Lay House or of the Clergy House should submit the Bylaw amendment proposal in writing to the Office of the Moderator by no later than six (6) months prior to the next General Conference. The written proposal needs to include at least the following information:

- a. The name and contact information of the person submitting the proposal.
 - b. A statement of whether the person submitting the proposal is a member of the Lay House or of the Clergy House of General Conference. A member of the Lay House who is a Lay Delegate or Interim Pastoral Leader should indicate the name of his/her church; other members of the Lay House should indicate whether he/she is a member of the Governing Board or of the Council of Elders.
 - c. Citation of the particular Article to be amended (example: Article V.B.3 (d)).
 - d. The current language of the Article to be amended.
 - e. The proposed language (how it is proposed that the Article would read after being amended).
2. In order for a member of the Lay House or of the Clergy House to submit a Bylaw amendment, the proposal must:
 - a. Have the written support of the sponsor's local church and
 - b. Have the written support of at least two (2) other churches from two (2) other countries.
 3. The Office of the Moderator will send the proposal to the Bylaws Team within five (5) business days after it is received.
 4. The Bylaws Team will review the proposal for its compatibility with MCC vision, mission, and values. Proposals that are not compatible with MCC vision, mission, and values will be returned to the originator.
 5. The Bylaws Team will review compatible proposals for clarity. The Bylaws Team may consult with the person submitting the proposal in order to gain clarification, if needed.
 6. No later than five (5) months prior to the next General Conference, the Bylaws Team will submit all compatible Bylaw amendment proposals for review and comment by:
 - a. The Governing Board; and
 - b. The Council of Elders.
 7. Comments are to be submitted to the Chair of the Bylaws Team by the date indicated by the Bylaws Team, but no later than three (3) months prior to the next General Conference.
 8. The Bylaws Team will share any comments received with the person who submitted the proposal. The person who submitted the proposal may then choose whether to withdraw or modify the proposal or to have the original proposal submitted to General Conference.
 - a. If the person who submitted the proposal chooses to modify the proposal, the modified proposal can be re-submitted to the Bylaws Team.
 - b. At its discretion, the Bylaws Team may choose to resubmit the modified proposal to all members of the Lay House and of the Clergy House, Governing Board, and Council of Elders for additional review and comment.
 9. Bylaws amendment proposals that are (a) deemed to be inconsistent with MCC vision, mission, and values and/or (b) not financially viable will not be submitted for consideration by General Conference.
 10. The Bylaws Team will ensure that any Bylaw amendment proposals that will be considered by the next General Conference, along with impact statements prepared by the Governing Board and Council of Elders, are made available to the members of the Lay House and of the Clergy House by no later than thirty (30) calendar days prior to the next General Conference.