

**Proposed By-Law Changes -
Establishing the Healthy Congregation Committee (“HCC”)**
Additions are in **Bold and Underlined**. Deletions are in strikeout.
Editorial notes are in *italics*.

ARTICLE VI. Congregation Meetings

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Section 2. A membership meeting shall be held each year in April at a time set by the Board of Trustees. The business shall be to elect members to fill vacancies in the Board, ~~Nominating Committee and Endowment Fund Committee~~ **and the Independent Committees**, to hear the Minister’s annual report, to hear any other reports scheduled by the Board, and to transact any other necessary business for which notice has been given.

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ARTICLE XII. Committee and Teams

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Section 2. Independent Committees

- A. The following committees shall function without supervision by the Board of Trustees.
1. Nominating Committee
 2. Endowment Fund Committee
 - 3. Healthy Congregation Committee**
- B. Composition, term and duties of Independent Committees

No changes to Paragraph 1 and 2, which relate to Nominating and Endowment Fund Committee, at this time.

3. **Healthy Congregation Committee (“HCC”)**

- a.** **The overall mission of the HCC is to: 1) provide assistance and resources to UCBR members, friends and staff to help promote**

healthy interactions among all; and 2) provide a means to address disruptive behavior. It is to help improve the culture surrounding conflict so that UCBR approaches conflict in a healthy way that encourages openness, respect, communication, healthy debate and collaboration.

b. The responsibilities of the HCC are to:

- (i) when necessary and appropriate, help resolve disputes and other forms of interpersonal conflict and assist in resolving disruptive behavior;**
- (ii) comply with the then current Conflict and Disruptive Behavior Resolution Policy and/or other similar Board-adopted policy;**
- (iii) recommend changes to the Conflict and Disruptive Behavior Resolution Policy and/or other similar Board-adopted policy when they are called for;**
- (iv) develop and facilitate programs to improve UCBR's ability to deal with interpersonal conflicts and concerns and promote communication around issues before they escalate;**
- (v) serve as a resource for UCBR members, friends and staff to manage conflicts and grievances in a healthy manner;**
- (vi) be approachable and accessible to members of the UCBR community; and**
- (vii) hold committee meetings at a minimum on a quarterly basis, or more frequently as necessary.**

c. The HCC shall consist of: 1) three members of the congregation elected by the Congregation to three year terms; and 2) a UCBR Minister as an *ex officio* member. Terms during the initial years of this committee will be staggered so as to permit continuity of membership. Training for the HCC will be provided, as needed, and any associated expense will be included in the UCBR budget.

d. Each member of HCC is responsible for:

- (i) becoming familiar with the policies to be implemented by the HCC;**
- (ii) attending all regular meetings as scheduled by the HCC;**
- (iii) participating as necessary in managing issues that may be covered by the policies to be implemented; and**

(iv) identifying any issues involving a conflict of interest and excusing himself/herself from participating in the issue.

e. While no prior training is required to be a member of the HCC, each member is expected to be:

(i) committed to the mission of UCBR and Unitarian Universalism principles;

(ii) able to work and communicate well with others and to not engage in divisive or unhealthy communications;

(iii) willing and able to honor confidentiality and privacy and to respect the dignity of all individuals concerned;

(iv) demonstrate respect for cultural diversity and diversity of ideas and opinions; and

(v) speak honestly, clearly and with kindness and respect.

3.4. No member who has served for two (2) consecutive terms in a position shall be eligible to serve on that committee until one term has elapsed.

C. Vacancies in these committees shall be filled by appointment of the Board President, after consultation with the Nominating Committee, and are subject to the approval of the Board. Persons appointed to fill vacancies shall serve until the following May 1st.