

# Pacific Central District Young Religious Unitarian Universalist Bylaws

## **Article 1 – Name and Legal Standing**

Section 1: The name of this organization shall be Pacific Central District Young Religious Unitarian Universalists, and shall hereafter be referred to as PCD YRUU.

Section 2: The PCD YRUU Fiscal Year shall coincide with the PCD Board of Trustees.

Section 3: The PCD YRUU Council is funded in part by the PCD Board of Trustees.

## **Article 2 – Purpose**

Section 1: PCD YRUU is a youth empowerment organization. PCD YRUU shall serve its members for the purpose of fostering spiritual depth, creating a peaceful community on earth and peace within us, and clarifying both individual and universal religious values as part of our growth process. Our purposes are to provide and manifest a greater understanding of Unitarian Universalism, and to encourage the flow of communication between youth and adults. In doing so, we shall nurture the freedom and integrity of the questioning mind and embrace all persons of diverse backgrounds. We shall encourage the development of a spirit of independence and responsibility. We shall strive to support our members and member groups with educated resources, a communications network, and with love. The purposes shall assist us in developing an effective system for social actions and serve to raise our levels of respect, communications, and community consciousness.

Section 2: The PCD YRUU organization seeks to support existing youth groups, encourage growth and development of new youth groups and encourage youth leadership within the larger Unitarian Universalist faith.

## **Article 3 – Participation**

Section 1: PCD YRUU serves youth between the ages of 14 and 20 inclusive. All activities shall be open to youth ages 14 to 20.

Section 2: Participation shall not be denied because of gender, sexual orientation, sexuality, physical capability, race/ethnicity, politics, religion, socioeconomic status, national or ethnic background, or diet.

Section 3: Adult advisors to PCD YRUU shall be at least 25 years of age.

## **Article 4 – Governing Body**

Section 1: The name of the governing body shall be PCD YRUU Council.

Section 2: The PCD YRUU Council shall meet no fewer than six times during the year to fulfill its goals, duties, and purposes.

Section 3: There shall be two annual retreats of the PCD YRUU Council; one after Elections Conference in order to set priorities and establish continuity within the new Council and a second in the fall.

Section 4: A quorum shall consist of half of the currently serving members of the Council plus one additional member.

Section 5: The maximum term of office is no more than two consecutive one-year terms in the same position, unless the Council makes an exception by unanimous vote. The Co-Treasurer and Conference Co-Coordinator positions cannot be held for more than one full two-year term, unless the Council makes an exception by unanimous vote.

Section 6: Officers take office at the Council's first meeting after the conference at which they were elected. Members of the preceding Council shall continue to serve in an advisory, non-voting capacity for six months after the new Council takes office.

Section 7: The Council may appoint a replacement for any person who is unable to fulfill his or her term of office.

Section 8: The Council may create temporary offices and appoint officers if there is a need for a particular position not being met by any of the previous positions (see Article 5). The officers are considered to be non-voting but active members of the Council.

## **Article 5 – PCD YRUU Council Structure**

Section 1: The Council shall be elected in February at the annual PCD YRUU Elections Conference.

Section 2: The officers of the Council are:

- Co-chairpersons (One Facilitator Chairperson and one Energy Chairperson)
- Co-Outreach Coordinators (One Officer of Religious Education and one Board Liaison)
- Co- Treasurers
- Co-Conference Coordinators
- Adult Coordinator
- Social Action Coordinator
- Gruust Editor(s)
- Registrar
- Administrative Advisor
- Programs Advisor
- Communications Advisor
- Outreach Advisor

Section 3: Council comprises four groups, each with a distinct area of responsibility:

- The Administrative Group principally assists other groups in their work and coordinates the activities of the other groups. This includes:
  - Facilitator Chairperson
  - Energy Chairperson
  - Treasurers
  - Secretary
  - Administrative Advisor
- The Programs Group establishes program priorities and plans regularly scheduled PCD YRUU events. This includes:
  - Registrar
  - Conference Co-Coordinators
  - Adult Coordinator
  - Programs Advisor
- The Communications Group organizes PCD YRUU's public Communications. This includes:
  - Gruust Editor(s)
  - Social Action Coordinator
  - Resource Master
  - Communications Advisor
- The Outreach Group promotes interaction and contact between PCD YRUU and other organizations, notably the RE community and the PCD Board of Trustees. This includes:
  - Officer of Religious Education Outreach
  - Board Liaison
  - Outreach Advisor

Section 4: Facilitator Chairperson shall set agendas, facilitate meetings, and act as chief administrator. Energy Chairperson shall monitor the emotional level of meetings and conferences and plan brief opening and closing worships for each council meeting. Both Chairpersons shall remind council officers of commitments and shall maintain an overall view of the workings of Council. They will make it a chief priority to support and communicate with one another.

Section 5: Officer of Religious Education Outreach shall maintain contact with RE Directors and the PCD RE Committee, represent YRUU at district activities, and maintain outreach services to educate church communities about YRUU.

Section 6: Board Liaison shall maintain contact with the PCD Board of Trustees and shall be responsible for all necessary communications between the District Office and PCD YRUU Council.

Section 7: Co-Treasurers shall work with the Administrative Advisor to keep full and accurate account of all financial transactions of PCD YRUU, is in charge of all monetary transactions of the PCD YRUU Council, presents up-to-date financial reports at each Council meeting, and annually prepare proposed PCD YRUU budget to be approved by the Council and presented to the PCD Board of Trustees.

Treasurer is a staggered two-year position. There shall always be one treasurer with a year of experience in the position.

Section 8: Secretary shall keep minutes of all meetings where official business is conducted and mail and/or email copies of minutes to all Council officers, and is in charge of all official Council correspondence.

Section 9: Conference Co-Coordinators shall find sites for PCD YRUU sponsored conferences. They shall also appoint youth leaders for PCD YRUU sponsored conferences and work with them for the duration of the event. Conference Co-Coordinators shall act as a resource for conference planning.

Conference Co-Coordinator is a staggered two year position There shall always be a Conference Co-Coordinator with a year of experience in the position.

Section 10: Social Action Coordinator shall keep PCD YRUU members aware of social action activities and events inside and outside the district by providing regular social action updates to the Resource Master and by planning social actions activities for the Summer Conference. Social Action Coordinator shall coordinate social action workshops at all conferences. The Social Action coordinator will oversee the Social Action Subcommittee of YRUU (SASY) on a trial basis for one year.

Section 11: Adult Coordinator shall develop and maintain a list of adult conference advisors, recruit and coordinate the required number of adults for each district conference, appoint a chief advisor for each conference, facilitate an orientation meeting for all adults at the beginning of each conference, send thank-you notes to adult advisors after each conference, and manage the Incoming! Advisor program. The Adult Coordinator will also choose and organize the "Captian McHelypant". The Captian McHelypant is the adult that will be on call in case of an emergency at night.

Section 12: Gruust, PCD YRUU's creative media distribution outlet, shall be used as a medium with which to share art, media, and other creative ideas between members of the community. Gruust shall also serve as a way of promoting PCD YRUU events and the greater PCD YRUU community. Gruust Editor(s) shall manage and distribute media and other content related to Gruust.

Section 13: Registrar shall compile and maintain a mailing list, send out conference fliers, and act as registrar for every conference. The Registrar shall compile a spreadsheet with statistics about attendees and send the information to the appropriate district employee.

Section 14: Resource Master shall manage the PCD YRUU website and social networking accounts. (Facebook, twitter, etc) The Resource Master shall also make sure that the written resources of PCD YRUU are up to date and available to the community at all times.

Section 15: Administrative Advisor shall serve as a member of and an advisor to the Administrative Group. This advisor shall support the youth members of the group particularly with regard to meeting facilitation and organization. The Administrative Advisor shall also serve as Co-Treasurer with elected Treasurers.

Section 16: Program Advisor shall serve as a member of and an advisor to the Programs Group. This advisor shall support the youth members of the group with all aspects of event planning.

Section 17: Communications Advisor shall serve as a member of and an advisor to the Communications Group. This advisor shall support the members of the group in effective communication, publishing processes, and technology operation.

Section 18: Outreach Advisor shall serve as a member of and an advisor to the Outreach Group. This advisor shall support the members of the group in working through differing backgrounds and expectations to establish connections with the larger Unitarian Universalist community.

## **Article 6 – Meetings and Conferences**

Section 1: Council shall meet at least six times a year.

Section 2: The PCD YRUU Council shall hold a Council Retreat at least annually.

Section 3: The PCD YRUU Council shall hold an annual three-night Elections Conference in February without limiting attendance so that all voices may be heard in the election process.

Section 4: The PCD YRUU Council shall hold an annual two-night conference in the summer of each year.

Section 5: The PCD YRUU Council shall hold an annual two-night conference in the spring, focusing on spirituality.

Section 6: The PCD YRUU Council shall hold an annual two-night conference in the fall.

Section 7: Though PCD YRUU must not limit registration for the Elections Con, if registration must be limited at conferences, preference shall be given to those who register earliest.

Section 8: Infraction of the Official Rules of Behavior for PCD YRUU will be dealt with by the Conference Affairs Committee (CAC) composed of:

- One Dean
- Facilitator Chairperson
- Energy Chairperson
- One Conference Co-Coordinator
- One Adult
- Two Uninvolved Conferees
- Involved Parties

Section 9: Rule infractions will be reported to a program consultant for the PCD in compliance with the PCD Safety Policy and applicable state laws. Reports will anonymously detail the rule infraction and the action taken to resolve the issue.

Section 10: Something that needs to be addressed but is not a direct rule infraction, such as a breach of consent, shall be handled by a CAC Lite. A CAC Lite could be called by a person who feels violated, chaplains, deans, or the offender. A CAC Lite would be composed of:

- One Chaplain
- One Adult
- One Uninvolved Youth Leader
- One Dean
- Involved Parties

Section 11: In order to promote positive relations within the district, the Official Rules of Behavior for PCD YRUU will be provided to host churches by the Conference Co-Coordinators when reserving the site.

Section 12: PCD YRUU shall ensure that there will be at least one qualified adult advisor for every ten youth attendees at a conference.

## **Article 7 – Rules of Behavior**

The Official Rules of Behavior for PCD YRUU events are as follows:

- PCD YRUU prohibits use of alcohol, and of drugs prohibited by applicable laws; therefore, PCD YRUU prohibits possession and use of these substances at its events, and prohibits attendance at events under the influence of such substances even if the use happens elsewhere. We see this rule from two key perspectives: The spirit of this rule is about ensuring that conferees keep themselves in a clear-headed state to the greatest degree possible, regardless whether the substance is legal or illegal, prescribed or unprescribed. The letter of this rule is about complying with laws and providing a truly safe and healthy environment for young people. PCD YRUU leadership shall ensure that both the spirit and the letter of this rule are implemented with the best interests of the community and the individual in mind.
- Violence and the possession of weapons are strictly prohibited at PCD YRUU events.
- All conferences are non-smoking, even for those youth above the age of 18.
- Youth may not leave the location of a PCD YRUU event without prior arrangement or in the case of an emergency. Youth who wish to leave the site before the end of an event must have a note signed by a parent or guardian.
- Discrimination of any kind based on gender, sexuality, physical capability, race/ethnicity, politics, socioeconomic status, religion or even diet is not appropriate at PCD YRUU events.
- Sexual behavior is strongly discouraged at PCD YRUU events, as are exclusive relationships.
- Sexual harassment by any party is a serious offense and will be treated as such.
- The kitchen area is off limits to all conferees without the express permission of the cooks or the deans.
- PCD YRUU believes in the importance of Youth Empowerment and frowns most harshly upon those that would abuse their inherent power based on age.
- Adult Advisors leaving the event site must check in with the Adult Coordinator. Where this is not possible, Advisors shall check in with a dean.
- Walk-in registrations are NOT accepted.
- Pets, unregistered friends, drug paraphernalia, weapons are not allowed at conferences. I-pods, phones, laptops and other electronics are discouraged as they can detract from community participation.

- PCD YRUU is a Culture of Consent environment. Conferees and Advisors are expected to respect the boundaries of those around them. They are also expected to accept the responsibility of expressing their own boundaries when necessary.
- Attendees are expected to act with appropriate respect for the facility, and any intentional destruction of church property will be evaluated and resolved with an attitude towards restorative justice.
- The deans and youth council reserve the right to deem any behavior inappropriate.

Rule infractions will be handled by a Conference Affairs Committee as outlined in Article 6 Section 8 of the Bylaws. Deans and Youth Leadership at Cons may interpret these rules in the light of what is safe or appropriate for a Con. These rules may only be amended at the annual Elections Conference with a two-thirds majority of present youth and adult advisors.

### **Article 8 – Travel Scholarships**

Section 1: PCD YRUU shall raise money, by various means, for a travel equalization fund, at the discretion of PCD YRUU leadership, and by any interested youth groups or individuals.

Section 2: The intent of the fund shall be to provide assistance to PCD YRUU members, whose travel costs are the greatest obstacle to attendance at PCD YRUU events, notably including Hawaii.

Section 3: The PCD YRUU Treasurers shall collect and track this money in collaboration with the registrar and the District Administrator.

Section 4: The event Registrar, and/or WUUKY Deans, shall communicate with requesters and collaborate with the Treasurers to identify the best way to distribute money to help youth attendees get to events.

Section 5: The funds shall be used to reimburse up to 2/3 of documented travel expenses for any given attendee.

### **Article 9 – Amendments**

Section 1: Any amendments to these Bylaws or the Policies and Procedures must be approved by a two-thirds majority of present youth and adult advisors at the annual Elections Conference

Section 2: In order to be adopted, the pending agreement must be ratified by the PCD Board of Trustees.

Section 3: If either the PCD Board of Trustees or the annual Elections Conference attendees require substantive changes to a pending amendment then the amendment must be considered by the annual Elections Conference as a new proposal.

Section 4: Any changes to the youth covenant must be approved each year at Elections Con by a ¾ majority of all present youth and adult advisers

Section 5: Up to date Bylaws, and the Policies and Procedures must be distributed to all district officials, churches, and member groups so as to prevent misunderstandings.

b) One person shall not hold more than one council position at one time, unless the Council makes an exception by unanimous vote.

Sections 6: The PCD Board Liaison shall be responsible for bringing pending amendments before the PCD Board of Trustees.

Section 7: In the case of an issue being deemed too urgent to be tabled until the next council meeting, the following policy will be utilized instead of the standard consensus method because consensus is much more difficult to reach when not at a Council meeting. In these cases, Council will conduct an absentee vote in which Council follows the will of a ¾ majority of participating members unless any given member expresses principled dissent on the given issue. If any member of Council expresses principled dissent to following the will of the majority, said member will explain the reasoning behind his/her/zher objection. Council will then discuss the objection and try to address and/or allay the objecting member's concerns, as well as any other concerns brought up in the discussion of the objection. Once this discussion is concluded, Council will hold a second absentee vote on the given issue which will follow the same voting rules as the first vote. If any member expresses principled dissent to following the will of the majority after

the second vote, Council may conduct a vote to override the given member's veto. In order to override this veto, at least ¾ of participating Council members must vote in favor of said override. If at any point in this process there is a successful override or there is no expression of principled dissent, the decision approved by the majority of council will take effect as though Council had reached consensus on the given issue. If Council is unable to override the

given member's veto, the proposal being deliberated upon will be tabled until the next Council meeting. No decisions made through this process will take effect unless a quorum of council has participated in the vote.

### **Article 10 – Prototypes**

Section 1: The official prototypes of PCD YRUU are Luucy and Buuster Buuth.

Last Revised: September 29th, 2014

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