

UUAA Men's Fellowship Charter

First Unitarian Universalist Congregation of Ann Arbor

September, 2011; Revised Jan 2016, Nov 2016, Sep 2018

Mission

The UUAA Men's Fellowship comprises UUAA congregants who identify as men and who participate in the programs and activities of the Men's Fellowship. The Men's Council ensures continuity and growth of the Men's Fellowship and the programs and activities of interest to its members.

1. The Men's Council:

- a. Consists of **nine (9)** Men's Fellowship members who are UUAA members in good standing. Advocates on behalf of men's issues and activities and disseminates relevant men's information within UUAA.
- b. Decides and accounts for spending of Men's Fellowship monies and resources.
- c. Sustains or modifies existing programs such as: Men's Retreat, Coming of Age, Men's Circles, Men's Dinner, and other identified activities; and launches new initiatives.
- d. Ensures leadership and succession planning for the aforementioned activities, as well as recruitment of new council members, supporting individuals, and new fellowship members.
- e. Controls the calendar for Men's Fellowship events in consultation with the responsible minister.
- f. Men's Council meetings are to be scheduled six times a year (e.g., January, March, May, August, October, December). Additional meetings may be held at the discretion of the council. A quorum shall be six men. Issues brought to a vote shall pass by two-thirds majority, assuring that at least four (4) of the 9 member council have voted in the affirmative. Email voting on specific issues is permitted provided council men have at least seven days to respond, and satisfy the same quorum requirement and same number of affirmative votes to pass a decision as a face-to-face meeting as described above.
- g. By interpreting Board Ends and Limitations policies and additional operational policies established by church staff, decides what programs are and are not official Men's Fellowship programs of the church and are therefore able to use church building and communication resources, and receive coverage by church insurance.
- h. The responsible minister is a non-voting ex officio member of the Men's Council.

2. Men's Council Members:

- a. Are elected annually by Men's Fellowship members who are UUAA members in good standing. A call for nominations for council membership is issued annually in October by the Council Secretary to the Fellowship members via the Google Group, Facebook Group, email and/or other approved communications methods. Elections are held electronically during November. Members may vote for as many men as

there are vacant seats. Seats on the council are filled by those receiving the most Yes votes until all vacant seats are filled.

- b.** Serve three-year staggered terms and are limited to serving no more than two consecutive terms before vacating their seat. Members become eligible to serve again two years after vacating their seat. This rule may be set aside by majority vote of the current council members if there are not enough nominations to fill vacated council seats.
- c.** To balance continuity with openness to new energy, ideas, and directions, six members of the council must have served for at least six months in a significant role prior UUAA leadership role before beginning service on the council. The other three men may be new to men's programming with no prior significant leadership experience.
- d.** Members of the Council participate in organizing men's fellowship programs throughout the year, serving as key leaders who also recruit additional men into key leadership roles for these events.
- e.** Each member of the Men's Council is expected to contribute 40-50 hours of work to the Men's Fellowship during each year of council service, which comprises approximately twelve hours attending Men's Council meetings and the remainder spent on planning and execution of Men's Fellowship events and activities.
- f.** Council members missing two or more council meetings in a year may be removed from his council seat by a 2/3 vote of those present at a Council meeting. The selection of a "replacement" council member after a member has been removed or has resigned will be the responsibility of the remaining council members. "Replacement" members will be elected by a majority (more than half) of the remaining council members and will serve for the remainder of the term of the member they replaced.

3. Men's Council Chair:

- a.** Is elected annually at the first council meeting of the calendar year by a two thirds majority of council members. To be eligible a candidate must have served on the council the previous year.
- b.** Sets the agenda for and chairs meetings of the Men's Council.
- c.** Keeps the responsible minister informed of issues within men's programming in a timely manner. Is aware of church ends and limitations policies and works with men of the council to ensure that men's programming serves the needs of the men of the church while staying within church policies.
- d.** Builds a covenant each year with men of the council and facilitates mutual accountability to functioning within that covenant.
- e.** Ensures that basic minutes of men's council meetings, and opt-in contact information for men participating in men's fellowship activities are filed with the church office.
- f.** In the event the Chair is unable to be present or prefers not to facilitate a portion of a council meeting, the Vice-Chair shall temporarily assume the duties of the Chair. If the Vice-Chair is unavailable, the Chair shall appoint an Acting Chair from among the council members.

4. Men's Council Vice-Chair

- a.** Is elected annually at the first council meeting of the calendar year by a two-thirds majority of council members. The Vice Chair must have served on the Council the previous year.
- b.** The Vice-Chair is responsible for
 - i.** Assisting the Chair in the execution of his duties, including assuming the duties of the Chair when the Chair is not available
 - ii.** Managing the nomination and election of council members
 - iii.** maintaining the list of annual tasks to be performed by the council and ensuring they are performed
- c.** The Vice-Chair will typically matriculate to the Chair the following year.

5. Men's Council Treasurer:

- a.** Is elected annually at the first council meeting of the calendar year by a two-thirds majority of council members.
- b.** The Treasurer is responsible for monitoring revenues and expenditures associated with Men's Fellowship events and reporting on Council finances to the council at least quarterly.

6. Men's Council Secretary:

- a.** Is elected annually at the first council meeting of the calendar year by a two thirds majority of council members.
- b.** The Secretary is responsible for taking minutes and recording votes of all Council decisions.
- c.** The Secretary sets up and maintains an electronic archive of Men's Council documents past and present, ensuring access to documents by current council members.
- d.** In the Secretary's absence, the Men's Council Chair may appoint an ad hoc Secretary for a particular meeting.

7. Men's Council Communications Coordinator

- a.** Is elected annually at the first council meeting of the calendar year by a two-thirds majority of council members.
- b.** The Communications Coordinator is responsible for broadcasting news from the council to the Men's Fellowship and the Congregation through use of appropriate communication tools, such as a Google Mail Group and/or a Facebook page as well as by supporting the communications functions associated with seasonal events like Men's Dinner, Boys' Initiation, and Men's Retreat.

8. Men's Council Circle Coordinator

- a.** Is elected annually at the first council meeting of the calendar year by a two-thirds majority of council members.

- b.** The Circle Lead is responsible for making contact with existing men's circles keeping the council apprised of circle needs, for coordinating placement of men who want to join circles and looking for ways of integrating them to existing or new circles, and for taking other measures to ensure the health and development of Men's circles.

9. FINANCIAL MATTERS

- a.** For any Council activity with projected expenses exceeding \$500, the Council must approve a "pro-forma" budget (showing both projected revenue and expense items) at least 2 months prior to the date of the activity.
- b.** All payments from, or commitments of Men's Council funds, which exceed \$500, shall require prior written authorization from both the Chair and the Treasurer of the Men's Council.